

Parbold Parish Council

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Under the provisions of the Coronavirus Act 2020, and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this Meeting of the Parish Council took place at **7.30 pm on Friday 1st May 2020** by Zoom conferencing.

The Election of Parish Council Chairman and other Annual General Meeting order of business is suspended. Current structure will remain in place as determined by the AGM in May 2019.* Until public meetings resume, only urgent matters of business, to maintain the day-to-day business of the council, will be discussed.

MINUTES

Participants: Cllr Arnold (Chairman), Cllr Bithell (Vice Chairman), Cllr Blake, Cllr Butts, Cllr Carruthers, Cllr Ellis, Cllr Holland, Cllr Stopford, Cllr Schaffel.

The Chairman paid tribute to Cllr Quirk, remarking upon the great contribution he made to the Parish Council, particularly leading the residents' voice in dealings with Wigan Waste Water Treatment Centre and United Utilities. He will be sadly missed by us all.

1. To record apologies for absence

None, all present.

2. To receive declarations of interest

None declared.

3. To acknowledge Council vacancy and process to fill the vacancy

The casual vacancy is currently being advertised following the prescribed protocol. Once the Returning Officer at WLBC notifies the Clerk that the period during which by-election can be called has passed, the place can be filled by co-option. There are two residents who have expressed an interest in being considered, so letters of application will be requested. Advice will be sought from NALC and SLCC to ensure the process prescribed in Standing Orders can be correctly followed if meetings can only be held remotely, or whether the process ought to wait until public open meetings resume.

4. Public Participation:

- **Any item raised by a member of the public via email will be discussed at this point.**

The matter of trees and hedgerow in the village hall play area, overgrowing and impacting upon the homes on Greenfield Avenue was raised. It was agreed that the Chairman will discuss cutting them back as requested, with the garden contractor.

5. To ratify as a correct record the minutes of the meeting held 3rd April 2020

The Minutes were accepted as a correct record of the meeting and will be signed by the Chairman at the next opportunity.

6. To confirm accuracy of asset register and consider quotation for insurance

The asset register list of insured values was confirmed.

It was resolved to enter into a five year agreement with Zurich Municipal to take advantage of the offer of a reduced premium.

7. To update Standing Orders and Financial Regulations

Documents had been distributed and these will be considered, amended and version approved without further discussion at the next meeting.

8. Issues on The Common:-

- **To consider action against Robert's Recycling for installing extra Recycling Bank (Fireman's Charity) without permission**

It was resolved to rescind permission to site the Recycling Banks on the car park of the shops on The Common/Station Road and ask that they be removed. This follows concerns that this is mainly a commercial venture with only a donation of funds raised going to the advertised charities and the space is required for car parking.

9. Alder Lane Issues:-

- **Consider renovation of notice board on the car park**

More quotations will be obtained, including one to install a header board matching the one of The Common and painting the legs to the board black.

- **Response from Festival Committee after question of this year's Village Show**

The meeting heard that the Village Show will be cancelled as will Parbulele and the September street festival due to Covid-19.

The Clerk was informed that advertising material declared the Show to be 'under new management' and was instructed to request who the new committee members are.

- **Consider current use of playing fields for rugby and football clubs**

It was understood that activities at the field had been suspended following decision at league level in the light of Covid-19.

The Chairman had received an enquiry from a Standish football club looking for a pitch for an open age team and this will be considered. However, there is an established relationship with Appley Bridge youth team already, there are concerns for surrounding residents if adult players are introduced, and the additional maintenance work required if too many teams are playing may make it an expensive endeavour.

It is tempting to keep the field as a kick-about area for local residents rather than hire out to paying teams, because then there is no responsibility to maintain as playing field pitches. However, having brought the pitch surfaces up to a reasonable standard, pitch fees are needed for this upkeep. A sum has been allocated in the budget for this purpose. Pitch fees contribute only partly to the costs of grass cutting and there is no profit on the running of the fields at all.

- **Give approval to the Chapel Meadow Draft Management Plan**

The Chapel Lane Meadow and Canal Management Plan 2020 - 2025 drafted by Ben Hargreaves of Lancashire Wildlife Trust was adopted and approved.

10. Village Hall Issues:-

- **Siting of WLBC Community Skip on 30th April and any ensuing issues**

Cllr Blake, in capacity as Borough Councillor visited the skip and reported back that the procedure was well organised and controlled. There was some disappointment that WLBC had not erected notices in the village to direct resident to the skip. However, this lack of advertising possibly reduced the number of visitors to it, making the process more manageable. Only one resident complained that the skip wasn't on Bramble Way car park and unfortunately this was so late in the day that they missed it anyway. They were redirected to the Newburgh Community Skip on Monday 4th May 2020.

11. To ratify accounts and authorise payment of accounts presented

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|----------|--------------|---------------|------|---------|
| 21042020 | RBS | Bank charges | d.d. | £10.15 |
| 26042020 | B Rawsthorpe | Grass cutting | 2915 | £563.00 |
| 28042020 | E A Broad | salary | s.o. | £818.63 |

| | | | | |
|----------|--|-----------------------|------|-----------|
| 28042020 | NEST Pension (£27.89 from parish, rest is employee contribution) | £94.83 | | |
| 01052020 | Wrightington Windows | Cleaning village hall | 2916 | £25.00 |
| 01052020 | Zurich Municipal | Insurance premium | 2917 | £1,738.95 |

The accounts were ratified and authorised for payment.

12. To agree a sum for new computer equipment to replace parish council laptop

Cllr Schaffel agreed to work on a specification for a new parish council laptop and source suppliers. A sum in the region of £600 was agreed, with the acceptance that an anticipated monthly subscription to Office 365 might be required.

13. To note Planning and Planning Applications

Application Number: 2020/0300/FUL

Location: 12 Northdene, Parbold, WN8 7PH

Proposal: Construction of a single storey extension with flat roof to the north west elevation.

Parish Council Response: no objection to this proposal.

Parbold Landfill

The WLBC Statement of Community Involvement was raised again, as the extension for response had been extended. It was agreed that Cllr Holland form and response.

Concern was raised about the island pavement at the new entrance to Friar's Wood, Lancaster Lane as pushchairs/wheelchairs cannot negotiate the rise. However, it appeared that the work had not yet been completed. The Clerk was asked to check with the planning authority that work done so far was within the permission granted.

14. Councillors' agenda items for future meetings

Cllr Arnold: The Heys, The Common: maintenance of the grounds there and ownership issues.

Cllr Holland: Linked with above, the holly bushes just a bit further around towards the Library need to be kept lower than a metre to comply with regulations for drivers' visibility splay for traffic. This is part of the library frontage and is therefore, LCC land. The matter has been reported using their online system and given the reference number is **W494109**

Cllr Bithell: Can assist with anyone requiring help on Zoom. Can the reporting method for the odour problem at Hoscar be advertised on the Parbold Facebook Site as well as the parish council website please. The Parish Council needs a volunteer

who would link with us, the residents and United Utilities in a manner similar to Cllr Quirk had done. During the next two months, there may be a need to select a co-opted member from a number of candidates. Can enquiries be made of NALC, SLCC to ensure that equal opportunity is given to any applicants and due consideration within the difficulties of being unable to hold a public meeting during this coronavirus crisis.

There being no further business, the Chairman closed the meeting at 8.42pm.

Cllr Brian Arnold
Chairman

5th June 2020

*** The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

Regulation 4 – this provides that where an appointment would otherwise be made or is required to be made at an annual meeting of a local authority, the appointment continues until the next annual meeting of the authority or until such time as that authority may determine (Regulation 4 (2)). This would apply to the election of the chairman, the first business at the annual council meeting. Therefore, the current chairman will remain in place until an annual meeting is held in May 2021 unless the council decide to elect a replacement earlier.