

## ***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 3rd July 2020** by Zoom conferencing.

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.

#### **1. To record apologies for absence**

Cllr Carruthers advised the meeting that she would be late.

#### **2. To receive declarations of interest**

None declared. Cllr Carruthers joined the meeting at 7.44pm.

#### **3. Public Participation:**

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

PCA request consideration of rent reduction due to Covid-19 and their inability to run the Village Hall at the present time.

It was resolved to try and liaise with PCA members to better understand their needs when the hall is ready to re-open. The Parish Council is more than just a landlord here and there may be more than the rent to consider. However, a large amount of parish council money has recently be spent at the village hall so funds are depleted somewhat. WLBC are distributing some central government funding to assist halls re-open with Covid secure measures so the PCA may be eligible for this help.

Thanks to Cllr Charles Bithell for taking time and effort to clean the graffiti on the canal bridge. Unfortunately the graffiti is persistent, so the matter will again be referred to the Canal & River Trust and LCC Highways. It was established that WLBC clean graffiti from their own land but this does not fall under their jurisdiction.

**4. To ratify as a correct record the minutes of the meeting held 5th June 2020**

The Minutes noted incorrectly that the quotation from Angel Security had reduced from an earlier one, when in fact it had increased slightly. This was not amended because at the time the Minutes were written it was believed to be the case and it only subsequently came to light that there was in fact a slight increase.

The Minutes were therefore accepted as a correct record of the meeting and will be signed as soon as practicable by the Chairman.

**5. To update Councillors on issues around Wigan Waste Water Treatment Centre at Hoscar**

The Clerk has signed up to receive a text message reading:

'Apologies for any inconvenience, due to some additional ongoing work at the Wastewater treatment plant, you may experience some elevated odour over the next few days'

whenever it is anticipated that work at the site may impact on the village. The clerk will then email Councillors to inform them in turn.

Claire Mallard, Asset manager had resumed email contact, noting that there had been some slight increase in complaints but that as some described this as an "onion smell", which is normally associated with farming odours.

The Parish Council miss Cllr Quirk's considerable input into dealing with United Utilities and the Clerk was asked to advertise to find a resident with similar drive and enthusiasm to take on a liaison role. There were to be further meetings on site but these have had to be suspended due to Covid-19.

**6. To consider proposal to fill the casual vacancy by co-option using social distancing methods**

It was resolved by a majority that the filling of this vacancy follow a physical meeting as Zoom alone is an impractical method to choose between candidates. The Clerk was asked to set up a meeting for Thursday 8<sup>th</sup> October 2020 for the candidates to attend at Parbold Village hall where Zoom facilities can be available should anyone at that time be isolating but wish to view or participate in the discussion. A ballot will then be taken and the successful candidate co-opted at the next Parish Council meeting on 6<sup>th</sup> November 2020.

**7. Alder Lane Issues:-**

- **Consider further correspondence from Parbulele organisers: does what they now say constitute new information requiring the Council to reconsider their application to use the Playing Fields for the Parbulele festival?**

The further correspondence was considered. The decision taken last month to refuse permission to use the playing fields for the Parbulele Festival still stands.

- **Arrange liaison with WLBC regarding the former leachate site**

The meeting considered the following proposals, in this order:-

- CCTV to be installed first as funding has been obtained to support this
- Remote controlled bollards be considered as issues around a gate were more complicated than first thought
- Tidy up the leachate enclosure, resurface it to accept storage containers, car parking or a small play area
- Request Canal & River Trust revisit application for moorings, controlled by the parish council to generate income to support the site.

Concern was expressed that the police had advised a gate and residents were told one would be installed, but subsequently other residents raised problems of not providing a turning circle for vehicles and issues of who would lock and unlock the gate. The exact position for a gate had not been determined, with some preferring to leave space for a few cars and others feeling the whole of the car park needs to be enclosed. Access for other users (to reach the canal or the leachate tank for example) was jeopardised by a gate. There was however a sense that some of these issues had been dealt with earlier, for example that remote access bollards were too expensive to install, and even if controlled remotely, someone would have to do this.

It was resolved that the cctv, with visible signage, be installed without delay and if the security issues remain, a gate will be added to close the car park when required, but with the expectation that it will be 'locked open' for the majority of the time. Security of this public car park though is a police matter and each incident must be reported to them by any witnesses.

WLBC had reduced the size of the leachate tank leaving room for re-organising the car park and this needed some planning. It was resolved to liaise with WLBC Steve Kent, as an experienced Officer, to see what funding might support this.

- **Note antisocial behaviour on the Bramble Way Carpark and security issues around the site and see Item 14 below regarding CCTV**

The meeting noted recent reports of cars 'donoughting' on the car park creating marks on the surface. There is also drug use on the car park with litter left. Police had been informed of these incidents. The parish council response was discussed above.

#### **8. Village Hall Issues:-**

- **Action required in the courtyard at the rear of hall:**
  1. **Grounds work contractor will be asked for quotation to remove ivy and other vegetation**

Clearance of the ivy and other vegetation to protect encroachment into the roof space was considered urgent. An estimate of £550, plus £200 for skip and removal was considered. It was resolved to allow more time (until 10<sup>th</sup> July) to consider this but if no other options are raised, to accept this quotation and have the work done as soon as possible.

**2. Decide what action to take over trees in the courtyard at the rear**

WLBC Arobiculturalist confirms there are no TPO's in this area and a tree cutting consultant advises removal of the two mature trees (as too close to the building) and the saplings surrounding them. Quotations are being obtained which will be distributed by email, with the decision delegated to the Chairman and Clerk.

**9. To consider advice regarding play areas before re-opening**

WLBC's Steve Kent advised that the WLBC play areas are now to be re-opened and Parish Council may wish to follow suit. In anticipation of this the grass at both sites has been cut and Ian Yates has been asked to remove the bird excrement from the swings, adding plastic strips above to discourage perching. Signage is required and play area inspection advised before re-opening. There have been incidents of youths climbing over the gate at the village hall and gathering there in groups. It is a matter for the parish council to decide whether to open the play areas now or wait a little longer.

It was resolved that the work be fully completed and the signage from WLBC obtained before opening the play areas.

**10. To ratify accounts and authorise payment of accounts presented**

19062020	RBS	Bank charges	d.d.	£4.55
28062020	E A Broad	salary	s.o.	£818.63
28062020	NEST Pension (£27.89 from parish, rest is employee contribution)			£94.83
28062020	HMRC Cumberland	Tax & NI three months	s.o.	£257.31
08062020	E A Broad	Zoom Pro Plus subscription	2923	£138.00*
03072020	Wrightington Windows	Cleaning village hall	2924	£25.00
03072020	E A Broad	Salary adjustment - overpaid tax/NI £40.16 per month Apr - June see below for details	2925	£120.48
03072020	B Rawsthorne	Grass cutting	2926	£1,041.00
03072020	Fire Equipment Services Ltd	village hall extinguishers	2927	£176.16*
03072020	Cancelled cheque		2928	

03072020 Yates Playgrounds Inspections of play areas 2929 £591.60\*

\*includes VAT

**Bank balance as at 30 June 2020 = £74,033.08**

The accounts were ratified and authorised for payment.

## **11. To note Planning and Planning Applications**

### **Application Number: 2020/0376/FUL**

Location: Gillibrands Cottage Wood Lane Parbold Wigan Lancashire WN8 7TH  
Proposal: Siting of a pre fabricated office unit on an existing hardstanding at the rear of the property.

Parish Council Response: Appreciating that there is also Application 2020/0499/LDP being considered, the Parish Council's primary objection to this application would be if prefabricated office unit were for commercial use. This is green belt land and Wood Lane is a rural road with only local traffic. Therefore, the parish council would strongly resist this application if it could lead to increase in traffic, visitors and car parking problems.

### **Application Number: 2020/0499/LDP**

Location: Gillibrands Cottage Wood Lane Parbold Wigan Lancashire WN8 7TH  
Proposal: Certificate of Lawfulness - Proposed change of use of prefabricated garden office to private use as hairdressers for family and friends.  
Validated: Fri 19 Jun 2020

### **Application Number: 2020/0483/FUL**

Location: Stonehurst Brandreth Park Parbold Wigan Lancashire WN8 7AG  
Proposal: Proposed front elevation first floor extension over porch.  
Validated: Mon 22 Jun 2020

**Parish Council Response: No objection to this proposal.**

### **Application Number: 2020/0463/FUL**

Location: Scarisbrick House 4 The Common Parbold Wigan Lancashire WN8 7DB  
Proposal: To extend (to the south) and convert for the former RBS (Scarisbrick House) to form a restaurant/bar (use to be determined by future tenant). To convert the first floor of the existing building to form a single two bedroom residential unit. To extend the existing building to the north (single storey) to form two commercial units with a partial basement on a lower ground floor level.  
Validated: Thu 18 Jun 2020

### **Parish Council Response:**

The proposal would add physical extensions to either side of the existing building (most recently the RBS Bank). The proposed extensions would not in any way relate

to the design of the existing building, even allowing for a possible deliberate design intention to contrast with the traditional building. The extensive areas of glazing in the front elevation of the proposed retail units would be out of alignment and proportion to the size and pattern of the windows in the existing building, and would be over-dominant in the combined elevation. The scale of the retail units, on 2 levels, appears excessive in comparison to the floor space of the proposed restaurant, and excessive in proportion to the size of existing retail units in this village (NB this is not intended to be a point related to commercial competition). It appears likely that, if successful, the restaurant would eventually come to occupy one or more of the retail units, if the scale of the latter is unsuited to the scale of the retail function of the village.

The proposed car parking area would extend practically to the full depth of the plot. In order to maximise the necessary parking space whilst providing for retention of the TPO trees, 7 parking spaces and manoeuvring area would occupy the rear extremity of the plot. This would bring traffic movement very close to the rear boundary of houses in Fairhurst's Drive which back onto the application site. These houses have very short rear gardens. Traffic movements associated with the proposed restaurant would continue into the late evening, practically under the bedroom windows of these houses, generating unreasonable noise and disturbance. It is also possible that use of the restaurant in this position would cause noise and disturbance to neighbouring residents in the central area of the village.

Parbold Parish Council considers that this application should be refused for the above reasons

## **12. Councillors' agenda items for future meetings**

Cllr Schaffel – During the weeks of lockdown we have been extremely fortunate in this village. There have been volunteers helping with everything they could, many of the shops remained open and generally speaking, services continued. I wonder if we could think of some way of thanking everyone, recognising the work that the people of the village did. Unfortunately Covid-19 has been a boom and struggle story as many businesses, in the hairdressing and restaurant sectors for example, couldn't open through no fault of their own. They all deserve some sort of recognition; perhaps this could be coupled with a shop local message to encourage support for those who supported us through the worst?

Cllr Holland - moorings on the canal at Bramble Way - Ask C&RT if we could set up a meeting to discuss it? As C&RT allowed the Chapel Lane plots, which are split into individual owners, there should be no issue with permitting a parish council with ownership of the full section of the canal-side car-park and control over it.

Cllr Arnold – Can Councillors please have a think about the re-organisation of items at Bramble Way Car Park and where things ought to go. The land around the leachate tank may be contaminated and WLBC needs to sort this out before passing it back to the parish council.

Cllr Carruthers – Is it time to check with Network Rail on progress of resolving the flooding issue at the railway underpass? The Clerk will ask again by email and Cllr Carruthers will also contact customer services.

Cllr Bithell – there are reports of planning breaches at the Chapel Lane moorings again as caravans, cars, tv aerials, and other paraphernalia are along the canal. It is understood that WLBC are aware of the issue but legal enforcement is delayed due to Covid 19 restrictions for the Officers.

**13. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press, leave the meeting during the consideration of the remaining items on the agenda. Any members of the public viewing the proceedings will now be removed from the Zoom meeting.**

Resolved.

**14. To chose a contractor to provide cctv at the Bramble Way car park servicing Alder Lane Playing Fields**

It was resolved that Cllr Stopford & the Chairman check the specification in more detail because the three quotations were not on the same basis. Once, this issue was resolved, and in any case, within a week, information will be distributed to all Councillors by email and the final decision of which contractor to choose will be delegated to the Chairman and Clerk.

There being no further business the Chairman closed the meeting at 9.15pm.

***Cllr Brian Arnold***  
***Chairman***

***4th September 2020***