

# Parbold Parish Council

**Clerk: Mrs Elizabeth-Anne Broad JP, LLB (Hons), MA, CiLCA**  
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**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 1<sup>st</sup> October 2021  
in Parbold Village Hall, The Common, WN8 7DL**

Present: Cllr Bithell (Vice Chairman), Cllr Blake, Cllr Butts, Cllr Gill, Cllr Long, Cllr Shaffel. Cllr Bithell chaired the meeting in the absence of the Chairman.

One member of the public in attendance and apologies from County Councillor Rob Bailey.

## MINUTES

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

Apologies were accepted from Cllr Arnold, Cllr Carruthers, Cllr Holland, Cllr Stopford

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

None declared.

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

**The meeting will be adjourned for an appropriate time (four minutes maximum per speech) for members of the public to raise matters of concern or interest as notified to the Chairman.**

The meeting noted that roads were being resurfaced but pavements, particularly on the estates, including West View, require attention.

Complaints were raised that a food and drink trailer had been granted a licence to work at Parbold Hill viewing point. This matter was discussed under planning.

### **4. To ratify as a correct record the minutes of the meeting held 3<sup>rd</sup> September 2021**

The Minutes were accepted as a correct record of the meeting and duly signed.

### **5. To make arrangements for Remembrance Sunday**

There is no need to obtain new poppy wreaths this year as ones from previous years are already held by the churches. Cllr May Blake will present one during Our Lady and All Saints RC Church Mass and Cllr Arnold will present one at Christ Church Parbold in Douglas Church service.

The meeting heard that the cheque sent to Burscough & Lathom Royal British Legion last year was not presented due to them having no volunteers available to take it to the bank during Lockdown. For this reason, it was resolved to issue a donation of £200 – (£100 for 2020 and £100 for 2021).

**6. Parbold WI request for funding assistance with refurbishment project – set a date to meet with Parbold WI Members**

A meeting has been arranged for 15<sup>th</sup> October 2021 at 10 am with Parbold WI members.

**7. Village Hall Matters**

- **To apprise Councillors of the continued complaints from Greenfield Ave residents about noise disturbance at night from the play area**

Residents are encouraged to report all disturbance to the police and copy in the Parish Council so that the extent of the problem can be monitored. As residents feel that the lighting attracts more attention, consideration to be given to switching off the security lights and a decision on this matter to be on the next agenda.

- **To decide a meeting date to discuss the management agreement with PCA Members**

A daytime meeting to be arranged for Cllr Arnold, Cllr Butts and Cllr Stopford to meet with PCA Members including Roger Perry, Michael Bonsall and Sue Halton to take this forward.

**8. Alder Lane Issues**

- **To agree meeting with Parbold Wildlife Group to discuss management of Chapel Meadow**

A meeting has been arranged for Thursday 21<sup>st</sup> October at 10 am. Cllr Arnold, Cllr Butts, Cllr Gill and Cllr Schaffel will attend.

- **To consider quotation for two more benches to replace wooden ones that are in disrepair**

History: Chapel Meadow had two ‘log’ benches as part of an art installation arranged by Cllr Blake in her capacity as Ward Councillor. This was many years ago and these logs have since rotted. Two recycled wood-effect benches (Glasdon Phoenix bench with arms) were placed on the two overtaking recesses and are in good condition. Two old wooden benches taken from the parish council play areas were used to replace the logs but now these too are in poor condition and it is not economical to refurbish them.

Resolved: Remove the two old wooden benches. Replace one with the Jubilee bench from the canal car park. Consideration to be given to purchasing a new Glasdon Pheonix bench during the budget process, perhaps requesting assistance grant from LCC Parish Champion.

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

070921	The Champion	Advert vacancy	3018	£478.62*
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*Chairman:.....*

210921	RBS	Bank charges	d.d.	£1.05
210921	O2	Contract for cctv Bramble Way	d.d.	£21.90*
270921	A P Pest Control	Call out – wasps nest	3019	£45.00
270921	E A Broad	stamps etc (replaces lost cheque)	3020	£19.12
270921	SLCC Enterprises Ltd	Advert vacancy	3021	£243.00*
270921	Tree Kings	Tree maintenance Bramble Way	3022	£1,200.00
270921	A P Pest Control	Mole removal playing fields	3023	£110.00
270921	E A Broad	salary Sept 2021	s.o.	£893.44
280921	NEST	Pension (£30.17 from parish, rest is employee contribution)		£99.36
300921	HMRC	Tax for three months	d.d.	£131.46
011021	PCA	Room hire	3024	£34.00
011021	Wrightington Windows	Village Hall cleaning	3025	£20.00
011021	L Davis	Grass cutting contract	3026	£1,767.00
011021	Paul Scott	Repair to flashing on village hall roof	3027	£140.00
011021	Royal British Legion	Poppy appeal donation 20/21	3028	£200.00

\*contains VAT

The accounts were ratified and authorised for payment.

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

Ref. No: 2021/1110/FUL

Two-storey side extension.

17 West View Parbold Wigan Lancashire WN8 7NT

Parish Council Response: No objection in principle, subject to there being no loss of sunlight to the front of the neighbouring house.

Ref. No: 2021/1034/FUL

Two-storey rear extension and internal alterations

Parbold Dental Practice 8A The Common Parbold Wigan Lancashire WN8 7DA

Parish Council Response: No objection in principle, provided that there is no impact on next door re sunlight and dominance.

Ref. No: 2021/1051/LDP

Certificate of Lawfulness - Proposed construction of a detached double garage and construction of a detached ancillary building containing swimming pool and home gym.  
Douglas Dale 23 Bradshaw Lane Parbold Wigan Lancashire WN8 7NQ

Application above was noted.

**Mobile Food Outlets:**

Complaints have been received about the additional food and drink trailer at the lay-by on Parbold Hill, with the following points made:

- The public are already well served by the ice cream van (which also serves hot drinks) that has occupied our local beauty spot without any complaint for decades.
- Parking is at a premium here and should be enjoyed by those who want to afford themselves of some of the best views in West Lancashire.
- LCC are currently in the process of making Parbold Hill part of a no stopping clearway to address issues of dangerous parking: surely this additional facility (taking up two parking spaces) will only serve to exacerbate the danger and reduce what parking there is available at the hilltop.
- Clearly it is for the licensing authority to decide which vendor they grant a licence to, however one outlet is sufficient so as not to detract from the beautiful views the community has worked so hard to defend.
- As this licence was granted by a single officer, without any specific knowledge of the location or its recent history, could I request that the Parish Council commence the procedure to revoke this licence.
- I'm sure you will concur that this licence should never have been validated without the local knowledge and opinion of the Parish Council being sought.

In her capacity as Ward Borough Councillor, Cllr Blake enquired of the Licensing Officer at WLBC why this permission had been granted without notification for parish or neighbours? It was explained that the Borough Council do not need to notify or consult on these issues and that if the Parish Council wants to be informed, the Parish Council must ask to be.

Resolved: That the Parish Council ask the Borough Council to consult first before granting of licences that affect residents.

The Parish Council is asked by a resident to begin the process of revoking the licence.

Resolved: Complaint that the Parish Council was not consulted will be made however, the process of revocation is not within the remit of the parish and concern was raised that revocation may affect the ice cream van that has been sited there for generations, without any

complaint from residents. The process for revocation and for collating complaints as evidence should a second application be submitted will be requested from WLBC.

The Clerk to obtain the licence details because it is thought that the van may be in breach of the permit by keeping the towing vehicle onsite. Without site of the licence, this cannot be verified.

#### **11. To respond to WLBC Consultation on CIL spending programme 2021-22**

No objection to these proposals but suggested no comment as the proposals do not affect Parbold Village.

#### **12. Update on Councillor raised issues:-**

- **The Arch Company property at Railway House, Station Road: poorly maintained building set on dangerous land**

The Clerk reported a phone call from the Arch Company agreeing to come out and look at the fencing which the Parish Council considers is dangerous. Other than this contact, the Arch Company had so-far done nothing to address the issues of their very poorly maintained property at the Station House, Parbold.

- **Consider refurbishment of the two Jubilee benches (Classic Memorial Furniture, Lathom)**

It was resolved to undertake maintenance of these two benches and to relocate the one on the canal car park to Chapel Meadow so that it is on parish-owned land. The land at the canal car park is not parish owned.

- **To consider action regarding potholes on The Common near the shops**

Quotations for this work are being sought.

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

Cllr Blake – uneven pavements throughout the parish – Can the Parish Council lobby LCC to repair these?

**14. 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.**

Resolved.

#### **15. Update on Land Registration issues**

These matters are progressing

**16. To consider applications for the vacancy of Clerk to the Council and Responsible Financial Officer and arrange interview date**

**Chairman:.....**

Each Councillor considered all applications and used an excel spreadsheet to match candidates with requirements. The six top-scoring candidates to be invited to interview arranged for 6.30pm-9.30pm on Friday 8<sup>th</sup> October 2021.

Interview panel was agreed to be: Cllr Butts, Cllr Long, Cllr Schaffel, Cllr Bithell.

Cllr Carruthers and Cllr Gill offered to be part of the panel but are not available on that date.

The post, requiring an element of trust; occasional interaction with children (responsibility for play areas) and/or vulnerable adults, is exempt from the Rehabilitation of Offenders Act 1974 and it is permissible to ask candidates to disclose even 'spent' convictions.

The requirement to treat all applicants fairly was stressed, and a framework of questions will be agreed before the interview session to ensure the council meets this legal requirement.

There being no further business, the Chairman closed the meeting at 8.30 pm

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

***5<sup>th</sup> November 2021***