

# Parbold Parish Council

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## MINUTES

**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 3rd February 2023 in Parbold Village Hall, The Common, WN8 7DL**

Present: Cllr Arnold, Cllr Blake, Cllr Butts, Cllr Schaffel, Cllr Stopford, Cllr Gill, Cllr Carruthers

10 members of the public in attendance.

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

Apologies were accepted from Cllr Bithell, Cllr Long and Cllr Holland

### **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.**

A member of the public raised the topic of the Parbold Bottle and its place in local history. It was pointed out that there is no historical plaque and limited signage to the Bottle. Cllr May had been helpful in looking at possible funding for a plaque. It was suggested that a previous sign maintained by the Lions may have fallen into disrepair. There was concern that there is no parking at that point and a sign from the road may encourage drivers to erroneously turn into the gateway thinking that they can leave their vehicle in what would be a precarious position, in order to visit the monument.

County Councillor Bailey gave an update on the “Love Clean Streets” app and the “Report It” facility on the LCC website. They now include the option to report issues on local rights of way as well as the many other issues that can be reported. The Lancashire Road Safety Partnership website also now offers the option to report speeding concerns in particular areas.

Potholes are still a concern, particularly after the recent spell of frosty weather. These can be reported via the app or website and progress on the report can be monitored.

Representatives from Thirdway gave an update on the situation at Coffee Etc. They felt that comments made by the Parish Council in response to the recent planning application for change of use from a youth club resource centre to a community centre and café were detrimental to an investment opportunity for their business. They are now closing the café with the loss of several jobs. This topic is on the Agenda for discussion in camera later in the meeting.

#### **4. To ratify as a correct record the minutes of the meeting held 6<sup>th</sup> January 2023**

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

#### **5. To ratify accounts and authorise payment of accounts presented**

130123	Vision Link telemetry flood detection	D/D	£24.00
130123	Laurence Davis fence repair	BACS	£320.00
150123	O2 - CCTV	D/D	£23.60
190123	Yates playground inspection	BACS	£69.60
270123	Laurence Davis Fence removal	BACS	£120.00
270123	Laurence Davis sign installation	BACS	£180.00
270123	Glasdon – boundary sign	BACS	£785.67
270123	LCC – Christmas lighting	BACS	£570.00
280123	B Joule salary	S/O	£794.68
280123	B Joule – printer	BACS	£59.00
280123	B Joule – ink cartridges	BACS	£20.99
010223	Kierweb – website design	BACS	£300.00

010223 Equiphase – website hosting BACS £66.00

010223 Visual Mobile Security – CCTV maintenance BACS 550.00

Signatories – please note that following authorisation at this meeting the requests for BACS payment will mirror this list.

## 6. To note Planning and Planning Applications

None forward

## 7. Village issues

- **To discuss the replacement of the seesaw on Burnside play area**  
Several possible pieces of play equipment were identified as a replacement for the seesaw. There was a discussion about the suitability of the current equipment for children under 5 years of age and whether to replace the seesaw with a similar one or look at a more age appropriate piece for small children. Further enquiries will be made to source suitable options for discussion at the next meeting.
- **To receive an update on new SpID requirements**  
There have been some changes to the requirements relating to the use of Speed Indicator Devices, particularly around the size and weight of any device attached to a lamp post. The parish council own two such devices, which with the solar power attachments, exceed the new weight limit. It was agreed to repair the damaged one and have it converted to solar power at a cost of approximately £450. It was resolved to continue with the use of the SpID currently deployed on The Common and will investigate the cost of installing designated poles for use with the current SpIDS.
- **To discuss the support to the PCA regarding architect's fees**  
Following the ratification of the PCA Management Agreement it was resolved to support the PCA with the cost of architect's fees to scope out the feasibility of an extension to the village hall.

- **To discuss the village hall heating system service quote**

The Parish Council now cover the cost of the village hall heating maintenance and have received a reminder that a service is due. It was resolved to obtain several quotes to discuss at the next meeting.

**8. To review the following document:**

- **Parish Council Risk Management Policy**

An updated version of the Risk Management document had been circulated for comments. Suggestions were made to improve the RAG charts and once amended this document will be submitted to the next meeting for approval.

**9. Alder Lane issues**

- **To receive an update on the ongoing work in Chapel Meadow and adjacent area from Bramble Way car park to Chapel Meadow**

Due to the length of time elapsing from the original 2 quotes to renovate the Chapel Meadow paths under the Capital Grant scheme, the Parish Council have received an updated quote from one contractor and have requested the second contractor does the same. A third quote will also be sought from a contractor with suitable equipment narrow enough to work from the path surface and not damage the verges.

Work has been undertaken along the path leading from Bramble Way car park to Chapel Meadow, to replace fencing around the pit area and remove some unsafe fencing alongside the canal. Further quotes will be sought to replace this fence.

- **To discuss the Sharing/use of the containers**

A request had been made from the Parbold Village Show committee to use any spare storage space in the containers located on the Bramble Way car park for their show equipment. The containers were checked but both large containers were set up as changing rooms for home and away rugby teams and there is no spare space for all year round storage. The smaller container is not owned by the Parish Council and is used for storage of rugby equipment.

**10. To confirm the use of electronic documentation in place of hard copies produced for Councillor's use.**

Councillors were asked their preference for electronic or hard copy documents and the Clerk noted their requirements.

**11. Update on Councillor raised issues:**

- **Repairs to the car park in front of The Common parade of shops**

The tender process is currently underway with the intention of presenting any applications at the next meeting for consideration. It was noted that the resurfacing process will require closure of the car park whilst work is undertaken and some form of traffic management will be required due to movement of heavy goods vehicles and plant etc. It was suggested that the work could be scheduled for a time when the car park would be at its least busy to minimise disruption to the village residents and shop users.

**12. Clerk's Report**

Please see the attached document

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

- Cllr Stopford gave an update of progress on the Flood Plan and work undertaken by LCC to improve the surface water drainage issue on Parbold Hill.
- The Parish Council had received an email regarding the progress on the Railway pub development. The adverse weather conditions had slowed down the work and it is hoped that progress will now speed up. The Clerk will continue to liaise with the development company to monitor progress.
- Cllr Blake was informed that the wooden structure over the dock brook behind Mill Leat is in a state of disrepair, with slats missing. Cllr Blake will raise this with the borough council as it is on land owned by them.
- Last year a meeting with United Utilities had been tentatively arranged for 7<sup>th</sup> March 2023. It was requested that the date be changed as it is not now convenient. Also, the offer of a tour of the site would be gratefully accepted.

**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.**

**14. To discuss the correspondence from the proprietors of Coffee Etc.**

Councillors were in full agreement to stand by the comments submitted to the WLBC planning department over the recent change of use application for Coffee Etc. It was noted that the ultimate decision over planning consent does not rest with the Parish Council and WLBC planning officers would accept or disregard the comments as they saw fit. No decision had been reached by the time of the meeting.

It was resolved to write to Coffee Etc to thank everyone for the efforts made to provide the village with a community café, which has been appreciated by many in Parbold.

It was also resolved to ensure that assets such as the village Christmas tree and Christmas lights would continue to be provided.

**15. To conclude budget for Financial Year 2023/24 and decide upon the Precept request**

The draft budget for 2023-24 had been circulated to Councillors and it was resolved to accept this for the year ahead. Following a discussion on the amount of increase to the current precept it was resolved by a vote of 4 to 3 to request an increase in the Band D equivalent Tax Level of 5%.

There being no other business the Chairman closed the meeting at 2110hrs.

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Chairman

3<sup>rd</sup> February 2023