

# Parbold Parish Council

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## MINUTES

**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 5th April 2024 in Parbold Village Hall, The Common, WN8 7DN**

Present: Cllr Arnold (Chairman), Cllr Gill (Vice Chairman), Cllr Holland, Cllr Stopford, Cllr Blake, Cllr Long and Cllr Butts

4 members of the public in attendance.

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

Apologies were accepted from Cllr Bailey and Cllr Carruthers.

### **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 representative from Parbold Community Association notified the Council that work was starting on Monday 8<sup>th</sup> April on the village hall solar panel project and that the external storage cupboard may need to be cleared so that the batteries can be installed. The representative also informed the Council that fundraising for the solar panel project has now reached £5024.00.

- The Council was asked for an update on the Railway Hotel development. The Chairman confirmed that the building is up for sale and that the leaseholders – the Co-op – were intending to open soon.
- A member of the public highlighted the state of the pavement along Greenfield Avenue and asked for advice on where to report it. The Clerk explained the process to report to LCC via the Love Clean Streets app or online on the LCC website, as they are responsible for roads and pavements.
- A representative from Shevington Sharks gave the Council an overview of the previously agreed grant application to Sport England. He explained that firstly a pitch assessment will be undertaken by officials from the Grounds Maintenance Association on behalf of Sport England. Shevington Sharks will then apply for funding in conjunction with the Parish Council and if successful this will involve a 6 year programme following recommendations to improve the quality of the pitch. The funding is on a sliding scale, with Sport England funding the majority in the first few years, then gradually moving to club/Council funding.

#### **4. To ratify as a correct record the minutes of the meeting held 1<sup>st</sup> March 2024**

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 or already paid**

290124	PCA energy deposit	BACS	£1833.00
290224	Midstream groundworks	BACS	£408.00
080324	Office supplies - ink cartridge	BACS	£9.84
150324	Vision Link	D/D	£24.00
190324	O2 CCTV	D/D	£26.76
200324	Yates playground inspections	BACS	£69.60
280324	B Joule – salary	S/O	£855.84
280324	4 x home office payment of £12.50	BACS	£50.00
280324	HMRC quarterly tax payment	D/D	£614.88
310324	Bank charges 4 <sup>th</sup> quarter	D/D	£18.00

Payments previously made and omitted from the Minutes:

280923	HMRC tax payment	S/O	£602.34
311023	Christ Church graveyard tree removal	BACS	£500.00
131123	Carols around the Tree fund	BACS	£150.00

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

- Application No: 024/0183/FUL  
 Proposal: Conversion and extension of an existing detached garage to a self-contained Granny Annex.  
 Site Location: 1A Bradshaw Lane, Parbold, Wigan, Lancashire, WN8 7NQ.  
 Comments: The Parish Council offers no objection to this application.

## 7. To approve the bank reconciliation for 2023-24

The 2023-24 cashbook had been circulated to members, including the final year end bank reconciliation. It was resolved to accept these figures as a true record of the Parish Council's finances.

## 8. Village issues

- **To receive an update on the solar panel project**

Work was due to commence on the new village hall solar panels installation later this month, but as previously stated this has been brought forward to 8<sup>th</sup> April. This means that the external electrical cupboard needs to be cleared in order to gain access and the gardening volunteers need to be notified as soon as possible. Cllr Stopford highlighted the need to review the insurance levels and fire risk assessment for the village hall and to amend the Asset Register.

- **To receive an update on the investigation into the railway underpass flooding situation**

Once again the underpass is flooded. Network Rail stated that the underpass would be regularly checked and pumped out when required but sadly this is not happening.

The Parish believe that the possible cause of the flooding has been identified and this requires access to Network Rail's land adjacent to the station to jet and clear the drains that run from the underpass and through the land at the back of the Accountant's office. The Parish Council have been pushing Network Rail for some action and have been supported by members of OPSTA and local MP Ashley Dalton.

## **9. Alder Lane issues**

- **To receive an update on ground and pitch maintenance issues**

The ground has become waterlogged due to the dreadful weather conditions and some form of drainage inspection or repair may be required. The Parish Council have previously resolved to support the application from Shevington Sharks RFC to Sport England, to improve the pitch through a 6 year management plan. Following the input at the beginning of the meeting it was resolved to request the initial assessment and await the recommendations.

## **10. Update on Councillor raised issues:**

- **To receive an update on parking issues and rubbish outside Morrisons shop**

The draft Agreement between the Parish Council and Alliance Property Holdings Ltd had been circulated to Members for their consideration. It contains a clause that requires the licensee to keep the area clean, tidy and clear of rubbish but does not include a protocol for review of rent. It was resolved to include suitable wording within the document before finalising the agreement.

- **To receive an update on the cleaning of gullies around the village and pavement issues in Greenfield Avenue**

It had been highlighted earlier in the meeting that the pavement on Greenfield Avenue is in a poor state of repair and the reporting process had been outlined. It was also reported that the gullies had been swept along this road and were now in good order.

### **11. To agree the appointment of an Internal Auditor**

It was resolved to appoint the proposed Internal Auditor and the Clerk will liaise to agree a suitable date.

### **12. Clerk's Report**

The report was duly noted.

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

- An update on the sign for the Bottle monument was requested and further examples will be brought to the next meeting.
- It was suggested that the Parish Council noticeboard on Bramble Way car park is in need of refurbishment.
- It was also suggested that the replacement Parbold Footpath map be printed on a water resistant medium to prevent damage. This map is sited on the Windmill car park and is a useful guide to walkers and visitors to the village.

**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.**

At this point the members of the public left the meeting.

**14. To consider the groundworks contract applications for 2024-25**

The contract tender had been circulated to a number of local businesses and had been advertised in the Parbold Newsletter.

Given the information circulated to Members prior to the meeting it was resolved to offer the contract to Laurence Davis.

**15. To consider 2 grant applications from local groups**

The Parish Council had received an application for funding from a local sports group to provide specific equipment. This well-established group run events between Parbold and another local village. Members felt that this request did not fulfil the requirement for a benefit to the whole, or greater part of the community and although it does not support this application the Clerk will try to find another grant that is more appropriate to the request.

A second application had been received from a local community asset. The Parish Council resolved to ask for more detail prior to any decision being made and the Clerk will contact the representative with this request.

There being no other business the Chairman closed the meeting at 2050hrs.

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Chairman

1<sup>st</sup> March 2024