

# Parbold Parish Council

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## MINUTES

**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 4th October 2024 in Parbold Village Hall, The Common, WN8 7DN**

Present: Cllr Gill (Chairman), Cllr Blake, Cllr Bailey, Cllr Carruthers, Cllr Butts and Cllr Shaffel.

Ward Cllr Jukes and 1 member of the public in attendance.

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

Apologies were accepted from Cllr Arnold and Cllr Long.

### **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 the PCA raised an issue with a gap in a window frame in the small room of the village hall and asked if this could be repaired. She also stated that if the Council were to agree to purchase festive lights for the front of the hall there was a suitable electrical supply and method of attaching them to the brickwork.

Cllr Jukes raised the issue of the railway underpass flooding, noting that it was to be discussed later in the meeting. She is willing to push the issue forward if needed.

#### **4. To ratify as a correct record the minutes of the meeting held 6<sup>th</sup> September 2024**

Cllr Arnold had previously noted a typo in item 7 of the Minutes, where it should read “2 Councillors” instead of 1. Otherwise, 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**

120924	Boiler Care – village hall	D/D	£19.25
150924	Vision Link	D/D	£24.00
160924	PKF Littlejohn – Audit	BACS	£378.00
190924	O2 CCTV	D/D	£28.07
200924	Royal British Legion Poppy Appeal	BACS	£120.00
250924	Douglas Valley Lions Defibrillator donation	BACS	£400.00
280924	B Joule – salary	S/O	£886.10
290924	Print cartridges	BACS	£18.92
011024	Laurence Davis September 2024	BACS	£1910.00
300924	Bank charges	D/D	£18.00

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

The 2<sup>nd</sup> quarter bank reconciliation was presented to Members who accepted this as a true record of the Parish Council’s financial position.

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

Application No: 2024/0795/FUL

Proposal: Single storey classroom extension, including, internal alterations to the existing building and external works, including new fencing and gates.

Location: Parbold Douglas C Of E Academy, Lancaster Lane, Parbold.

Comments: The Parish Council offers no objection to this application.

## **7. To receive an update on the 2023-24 Annual Governance and Accountability Return**

The AGAR certificate was presented to Members and the exception detailed on the certificate was accepted as a fair point, given that there were glitches on the website at the time that the document omissions were noted. The points raised by the Internal Auditor and the explanations given were accepted by the External Auditor and also by Members.

## **8. Village issues**

- **To consider what provision should be made for village festive installations this year**

Suggestions and quotes for string lighting had previously been circulated to Members. The meeting was temporarily closed at 1940 hrs to obtain information from a PCA representative. Once opened again at 1944hrs it was resolved to purchase icicle lighting to be fixed across the whole of the village hall frontage, at an approximate cost of £212.00 depending upon the length required.

- **To consider support for the Carols around the Christmas tree event**  
Councillors voted unanimously to support this well attended community event, with a donation of £150.00.

- **To consider how to celebrate the 30 year anniversary of the village hall**

Suggestions had previously been made by a PCA representative to celebrate the 30 year anniversary of the opening of the village hall with an event that showcased the versatility and popularity of the hall, to be held next February. After closing the meeting again at 1945hrs for a few minutes to clarify details with a PCA representative Members agreed that this was a very worthwhile opportunity to invite the community to see what goes on in the hall, by encouraging local clubs and users of the hall to have a stand or similar presence at the event. Not only may this help to increase business for the hall, but it could also bring new members to the clubs and societies. It was also suggested that a stand showing the history of the site of the hall may be interesting to local residents. It was resolved to support the event with a grant towards the provision of free refreshments at the event.

- **To inform the Council of plans to install a war memorial within the village**

The Parish Council were made aware that a group of local residents have formed a small committee looking at the possibility of a public War Memorial within Parbold village. This group is hoping to obtain permission from Lancashire County Council to place the Memorial on their land in the most appropriate area of the village. It is suggested that this memorial could hold names of those servicemen who died in two world wars, from Parbold and surrounding areas such as Dalton, Hilldale and Bispham. The group have approached LCC for permission to place this memorial on their land and if successful will then look for funding. The Council noted this and will await further information.

## **9. Alder Lane issues**

- **To receive an update on the fire inspection of the cabins on Bramble Way**

Following an inspection of the cabins at Bramble Way by the local fire service, a number of suggestions were made to improve the fire safety if these are to be used by the football or rugby clubs. Although these are little used it was agreed that a fire risk assessment and safety practices were put in place. A draft risk assessment has been created and the Clerk obtained Members consent to purchase essential items such as notices, a fire extinguisher and smoke alarm.

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

- **To receive an update on progress with the underpass flooding issue**  
Cllr Carruthers updated Members on progress made by Network Rail to rectify this issue, following intervention by Ashley Dalton MP. At the time of recent heavy rain the underpass did not flood and it appears that the issue has now been resolved. Cllr Carruthers will continue to monitor this situation.

## **11. To discuss the renewal of the Clerk's membership to SLCC**

The Clerk derives great benefit from membership of the Society for Local Council Clerks, with meetings, training, use of forms and templates and information on daily forum updates. It was resolved to continue this membership for another year.

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

The report was duly noted.

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

- Cllr Carruthers stated that the house attached to the railway station is once again falling into disrepair and she will recontact the owning company to ask for it to be tidied up again.
- Cllr Blake informed members of inconsiderate and dangerous parking in the village outside the W.I. hall on several occasions. This blocked the pavement so that disabled pedestrians could not get by, and blocks vehicular access to the front of the building. Also, it appears that wood chip placed at the base of trees on Broadmead is causing a mess and needs tidying up.  
Cllr Blake had been approached by a local resident who could not find information about local councillors and their surgeries on the Parish Council noticeboard. The Clerk will remedy this as soon as possible.

**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, if any.**

## **14. To further consider a donation to Christ Church, Parbold**

Further photographic information was presented to Members in order to show the condition of the existing fencing. It was felt that the request for funding for the fence and/or hedge surrounding the area used by the nursery school was not a suitable use of Parish Council funds, as the church are the landlords of this private business. However, Members were more supportive of a donation toward fencing around the newly consecrated burial ground, as this is for the benefit of the whole community. It was resolved to ask for clarity on the costings of this fence replacement.

**15.To receive an update on the grant work on Chapel Meadow**

As previously reported, The work has now been completed on the Chapel Meadow paths. The short extra path to the kissing gate was also completed at the same time, to save extra expense of the contractor returning at a later date. The total cost has increased significantly but this could not have been anticipated when the original quotes were sought. However the whole path has now been fully renovated and should be in good order for years to come.

In light of this, applications were made to both of the grant providers to ask if they would provide additional funding. WLBC stated that due to extenuating circumstances they can only fund the amount of £4000.00. The Grantscape completion report has been submitted for the full amount of the work undertaken and a reply and decision is awaited. It was resolved to accept the additional cost and offset this against the grant funding and VAT reclaim.

There being no other business the Chairman closed the meeting at 2040hrs.

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Chairman

4<sup>th</sup> October 2024