

Minutes of the meeting of the Parish Council on Friday 4th September 2009 - 7.30 pm at Parbold Village Hall.

Mrs Sanders asked what had happened to the hanging baskets at the shops and it was agreed the clerk would contact Sherwoods.

1 To record apologies for absence

Present: Cllr Mrs Wess (Chairman), Cllr Hammond (Vice-Chairman), Cllr Bailey, Cllr Bithell, Cllr Mrs Blake, Cllr Mrs Butts, Cllr Mrs Halton, Cllr Mrs Harray, Cllr Mrs XXXX.

Apologies: none

2 To receive declarations of interest

Cllr Hammond – personal interest in village hall matters

Cllr Mrs Wess – personal interest in village hall matters/PCA

Cllr Mrs Butts - personal interest in village hall matters as she is Parish Council appointed observer to the PCA General Committee

Cllr Bailey - personal interest in any items relating to his position as a member of West Lancashire Borough Council and Item 9 as a Member of Lancashire County Council.

Cllr Mrs Halton – personal and prejudicial in village hall matters, PCA and personal interest in Parbold Festival.

Cllr Mrs Wess asked the clerk to bring her declaration of interests form to the next meeting so that she could update it – adding her appointment as trustee of the Peter Lathom Charity.

3 To sign as a correct record the minutes of the meeting held 3rd July 2009

Resolution (59/09): That the minutes be signed as a correct record of the meeting. Proposed by Cllr Hammond, seconded by Cllr Mrs Harray one abstention (had not attended the meeting).

4 To sign as a correct record the minutes of the extraordinary meeting held 13th July 2009

Resolution (60/09): That the minutes be signed as a correct record of the meeting. Proposed by Cllr Mrs XXXX, seconded by Cllr Mrs Butts, one abstention (had not attended the meeting).

5 Chairman's Report

The Lancaster Lane meeting and LALC area committee meeting notes had been distributed over the summer.

The Chairman also reported attendance (as a resident who had been flooded) at a flooding forum on the 17th August 2009. In particular it was noted that Parbold has a poor infrastructure and has had flooding problems for many years. The culvert system had been installed by West Lancashire Borough Council but was now maintained by United Utilities and it seemed that there had been poor communication in the past. The Chairman urged

Planning Committee members to bear flooding issues in mind when considering any new planning applications, in particular because Parbold does not have the infrastructure to support any large development.

She reported attendance, with Cllr Hammond, at the CVS Health & Well Being meeting which focussed on this occasion on mental health issues and cancer. She encouraged other councillors to attend these informative meetings. She explained that all 60 – 69 years olds were eligible for a bowel cancer testing kit through the post and encouraged those in the target group to take up this opportunity to be tested. She also encouraged men to consider undergoing testing for breast cancer as it is often forgotten that men can also be affected. This health forum was held in the Village Hall and the meeting was told that the venue was just perfect for this event.

When asked about the Wigan Waste Water Treatment Centre Meeting at Hoscar, the Chairman responded that a report would be circulated once received and on the next parish council agenda for discussion. She reported that there would be no further meetings as Hoscar were not receiving any complaints.

6 Clerk's Report

The Clerk updated the meeting on recent administrative matters including the invitation for two representatives to attend the LALC Annual Conference on 31st October 2009, free-of-charge. The meeting noted that there were three representatives currently attending the LALC area committee meetings and that more than two councillors wished to attend the conference. The parish council agreed that attendance fees could be met for additional delegates if permitted to attend.

Resolution (61/09): That the three LALC representatives – Cllr Mrs Wess, Cllr Hammond, Cllr Mrs Harrhy be proposed as delegates, with the request that any further available places be notified to the council. Proposed by Cllr Mrs Halton, seconded by Cllr Mrs XXXX, all in favour. Action: the Clerk.

The Clerk handed the Lancashire Fire & Rescue Performance Plan consultation document to Cllr Mrs Wess for consideration. Cllr Bailey declared a personal, prejudicial interest in the Lancashire Fire & Rescue issue.

7 To consider grant to Christmas Carol Service

Resolution: (62/09): To donate £150 under LGA Section – provision of entertainment – towards the costs of the Christmas Carol Service. Proposed by Cllr Mrs Butts, seconded by Cllr Hammond, one abstention (Cllr Mrs Halton – interest declared). Action: the Clerk.

8 To ratify accounts and authorise payment

Date	Payee	Service	Cheque Number	Amount
170709	David Secrett	Gardening/cleaning service	s.o.	£128.00
170809	David Secrett	Gardening/cleaning service	s.o.	£128.00

260709	E A Broad	Salary (July 2009)	s.o.	£655.91
260709	Sherwoods	Grasscutting (July 2009)	s.o.	£1043.11 *
260809	E A Broad	Salary (August 2009)	s.o.	£655.91
260809	Sherwoods	Grasscutting (August 2009)	s.o.	£1043.11 *
040809	Bearer/cash	Petty cash	1958	£50.00
040909	K D Williams	Preparation of internal report	1959	£75.00
040909	Parbold W I	Room hire for 15 th July 2009	1960	£5.00
040909	Mallinsons	Weed killer application	1961	£230.00 *
040909	Argus Security Ltd	Annual burglar alarm check	1962	£115.00 *
040909	Sherwoods	Clear alleyway behind shops	1963	£184.00 *
040909	JCD Contracting	External paint at Village Hall	1964	£1411.62 *
040909	Edward Jacksons	Insurance valuation of hall	1965	£200.00 *
040909	E A Broad	Re-imburement for paper	1966	£50.00
040909	E A Broad	Travel expenses June – Aug	1967	£71.77
040909	Inland Revenue	Tax & NI (July/Aug 2009)	1968	£170.66
040909	B Hayman	Christmas Carol Service	1969	£150.00

- Contain VAT

Resolution (63/09): That the accounts be ratified and authorised for payment. Proposed by Cllr Mrs XXXX, seconded by Cllr Mrs Butts, all in favour. Action: the Clerk.

A complaint regarding the paintwork at the village hall was made and the clerk was requested to hold the cheque payable to JCD Contracting until all councillors had had the opportunity to look at the paintwork and reported back to her.

9 Alder Lane

- **Maintenance of the new football field**

Cllr Mrs XXXX updated the meeting – she and Cllr Mrs Wess had met with John Mallinson and dealt with the weed problem. Mr Mallinson advised that the pitch should be mowed weekly during the growing season if it was to be a well maintained sports field. If it is advertised as match quality an annual sanding is also required. He advised having the field sanded once a year and having sand available for users to fill in the holes of the field to smooth out and counteract rabbit damage.

- **Update on Goalposts**

The Clerk reported that Samba Sports had told her that the goalposts were galvanised steel but that they would still rust with time and that the rusting had no implications for the safety of the goalposts. The issue is merely cosmetic with no detrimental effect functionally.

Resolution (64/09): That the Clerk ask for this assurance in writing, particularly stipulating that the goalposts are structurally sound. Proposed by Cllr Mrs Harrhy, seconded by Cllr Mrs XXXX all in favour. Action: the Clerk.

It was noted that it was unlikely Samba could give such an assurance without examining the goalposts, which logistically may be prohibitive. Cllr Mrs Wess agreed to ask West Lancashire Borough Council for advice and the Clerk to ask Yates Playgrounds for their advice.

Cllr Mrs Wess informed the meeting that she and Cllr Hammond are in discussion with Martin Trengrove – West Lancs CVS about a funding proposal open to applications from parish councils.

- **Consider Parbold Wildlife Groups letter**

Cllr Bithell pointed out that in order to maintain the status of the Chapel Lane Meadow site there needs to be a structured fund and structured relationship in place, as attracting more visitors to the site should not disrupt it.

The PWG letter was concerned that grant funding was reliant upon the volunteer force of the PWG group. Cllr Mrs Wess pointed out that the figure of up to 30 volunteers quoted in the application had been supplied by Dominic Rigby, who had Management Plan.

There was discussion about whether the LEF might withdraw or request the funding be returned if the whole site was not maintained. For this reason, Cllr Mrs Butts pointed out that maintenance of the field itself (particularly bi-annual grass cutting) should be established. Cllr Mrs XXXX pointed out that the funding was for a relatively low maintenance pathway to increase accessibility for disabled and able bodied. This funding is for a path that will be maintained, so there could be no reason to with-hold or withdraw the funding. Cllr Hammond added that no new paths are to be cut as the plan follows existing paths and whilst people can walk wherever they wish it would encourage walkers to walk around, rather than through, the biological heritage site.

Cllr Bailey asked for clarification that Dominic Rigby was working for Lancashire County Council and that the Lancashire Environmental Fund was linked with landfill sites.

The PWG letter requests that a meeting between Parish Councillors and PWG members be arranged.

The Parish Council decided that such a meeting may be arranged following the LEF decision as to whether funding was forthcoming or not but not before.

To discuss organising a Family Fun Day on 1st May 2010

The meeting discussed this proposal, noting that the date of the first Bank Holiday in May should not conflict with Parbold Village Festival which is usually held on the second Saturday in July 2010.

Resolution (65/09): Subject to the costs involved the Parish Council resolved in principal to organise a Family Fun Day on the 1st May 2010. Proposed by Cllr Mrs XXXX, seconded by Cllr Hammond, one abstention. Action: Chairman.

10 Village Hall Matters:

- **PCA Letter**

Cllr Mrs Halton left the meeting room.

Issues in the letter were being addressed. The external paintwork was of concern as the paintwork was poorly finished and the new lock for the front door had not been fitted. Clerk to contact the contractor, if necessary to get the front door lock fitted by someone else without delay. Long term maintenance to be taken to the PC/PCA Liaison meeting.

- **Roof – repairs and insurance update**

The Clerk reported that Douglas Valley Roofline assured her they would fix the roof as soon as the weather improved sufficiently to allow this.

- **Sports flooring in main hall update**

The Chairman thanked Cllr Mrs XXXX, Cllr Mrs Halton, Cllr Mrs Harry and Cllr Hammond for the many meetings over summer to discuss the sports flooring.

The Clerk was asked to contact the Contract Flooring Association to ask when they intend to come and take a piece of the floor up for testing.

The Clerk was asked to distribute copies of the maintenance agreement supplied by Ambers Floors as it clearly states cleaning with water is acceptable, although the PCA maintain that only a damp mop was used.

The Clerk to request an update from Denovo and remind the PCA of their responsibility to tape down the floor where tape is needed.

- **Land Registration update**

Cllr Bailey reported that this was in hand. Whilst investigating the extent of parish council land, he confirmed that the section of grassed area with three trees, opposite the entrance did not belong to the Parish Council.

- **Lease and management agreement**

The Clerk was instructed to send the Lease and management agreement circulated to all Councillors to Clare Gillard, PCA Secretary for their consideration.

- **Acoustics problem in small hall**

Cllr Hammond told the meeting that curtains will be put up over the doors of the small hall, to see if this improves the acoustics. If not, the issue would be reconsidered.

11 To discuss maintenance at Burnside Play Area

The Chairman reported the issue of further damage to the fence at Burnside Play Area and she was thanked for her and her son's efforts in repairing this. Whilst there, it was noted that the safety surfacing at the bottom of the slide was peeling up. The Clerk was asked to inform Ian Yates at Yates Playgrounds and ask for his advice.

12 To discuss grounds maintenance at the rear of The Common shops

Resolution (66/09): That the Clerk ask Sherwoods for a quote to poison and cap all the vegetation in the alleyway to reduce maintenance problems. Proposed by Cllr Mrs XXXX, seconded by Cllr Butts, two abstentions (interests declared). Action: the Clerk.

13 Planning and Planning Applications

Planning Applications in Parbold – July & August 2009

2009/0926/CAC

Delph Lodge Brandreth Park Parbold Wigan WN8 7AG

Conservation Area Consent - Installation of 6 roof lights.

WLBC decision – permitted development. **No action required by Parish Council.**

2009/0925/FUL

Delph Lodge Brandreth Park Parbold Wigan WN8 7AG

Installation of six roof lights - four on the front elevation and two on the rear elevation

Installations conservation area – light pollution

Skilights are okay.

2009/0924/FUL

6 & 6A The Common Parbold Wigan Lancashire WN8 7DA

Erection of external steel staircases and insertion of doors to side and rear elevations

2009/0910/CON

Site Of Longmead High Moor Lane Wrightington Lancashire

Approval of Details Reserved by Condition No. 2 of planning permission 2008/0362/FUL relating to roo...

2009/0804/CAC

6 Alder Lane, Parbold

Conservation Area Consent - New UPVC double glazing in front of house including two front windows an...

WLBC – permitted development. No action required by Parish Council

2009/0810/CON

Scout Hut Parbold Hill Parbold Wigan Lancashire WN8 7TG

Approval of Details Reserved by Condition Nos 2 and 5 of planning permission

2008/0715/FUL relating ...

Parish Council response: No objections.

2009/0787/FUL

71a The Common Parbold Wigan WN8 7EA

Extension and alterations to existing detached garage including dormer extensions to front elevation

Parish Council response: No objections.

2009/0780/FUL

West Barn Bungalow Chorley Road Parbold Wigan Lancashire WN8 7AN

Conversion of barn into two residential units and erection of replacement dwelling

2009/0779/LBC

West Barn Bungalow Chorley Road Parbold Wigan Lancashire WN8 7AN

Listed Building Consent - Conversion of barn into two residential units and erection of replacement ...

Parish Council Response: Parbold Parish Council object to this application as over-development of a listed building that will result in a change of character of the area.

The clerk was asked to enquire as to whether a bat and owl survey had been undertaken.

2009/0766/FUL

Riding School 21 Bradshaw Lane Parbold Lancashire WN8 7NQ

Extension and re-cladding of riding school building.

Parish Council response: No objections.

2009/0739/FUL

Parbold Douglas C of E Primary School Lancaster Lane Parbold Wigan WN8 7HS

Temporary siting of a portacabin to the side of the playground for nursery use.

Parish Council Response: The Parish Council has no objections to the application itself but notes that this could exacerbate traffic problems on Lancaster Lane and Tan House Lane.

- **Set date for planning meeting to discuss and Local Development Framework, Submitted Draft North West Plan Partial Review**

It was decided that response to these two documents will be agreed at the next meeting. Cllr Mrs XXXX agreed to look at the Submitted Draft North West Plan Partial Review and all councillors were encouraged to attend one of the spatial forums being arranged to outline the LDF so that all could contribute to an informed response before the mid-October deadlines.

14 Appley Bridge and Parbold infill sites – update

The Clerk confirmed acknowledgement of the request had been received but the actual figures were still awaited from the Environment Agency.

15 To consider next Civic Service and committee

The Chairman thanked last year's committee for organising the successful Civic Service which as pointed out by Cllr Mrs XXXX is a thank you to all the volunteers for their hard work in the village. Councillors were asked to consider joining this committee.

Resolution (67/09): That Parbold Parish Council Civic Service be arranged for Sunday 7th March 2010 Proposed by Cllr Hammond, seconded by Cllr Mrs XXXX, two against. Action: Chairman.

Cllr Mrs Wess agreed to speak to the vicar first and confirm the date, noting that the proposed date should align with the four Church parades already organised by the uniformed groups, as it did last year.

16 Clerk's attendance at outside meetings

Cllr Mrs XXXX raised this issue, concerned that agencies who are required to consult Parish Councils are using a method of meeting with the council clerks rather than the elected members of Parish Councils.

The Clerk confirmed that she regularly attended four meetings a year at West Lancashire Borough Council, as commenced under the Parish Council Charter with WLBC, four SLCC (Society of Local Council Clerks) area committee meetings a year at Salmesbury and periodic clerks meetings at Lancashire County Council.

Cllr Mrs XXXX referred to the LALC Area Committee meetings insisting that these should not be substituted by "clerks only" meetings. It was reported that LALC area committee meetings were not calling upon speakers because, Councillors were told, these speakers were already attending the WLBC clerks liaison meetings and there was concern that elected councillors were being missed out.

Resolution (68/09): That LALC area committee be the forum for relevant speakers so that elected Councillors are aware of the grass-root issues and consulted accordingly. Cllr Mrs XXXX proposed, Cllr Mrs Halton seconded, all in favour. Action: the Clerk.

17 To determine representation at forthcoming meetings

- **Hilldale Parish Council A59 route of lorries**

Cllr Mrs Blake, Cllr Mrs Harray, Cllr Hamond, Cllr Bithell and Cllr Mrs Butts agreed to attend this meeting if available but to request a date be determined by Hilldale Councillors.

Cllr Mrs Wess and Cllr Hammond will be attending the Lathom Civic Service.

All councillors were reminded of the West Lancashire LDF Spatial Forum meeting on 9th September 2009 at Parbold Village Hall and of the West Lancs Standards Board training in November 2009.

18 Councillors' agenda items for future meetings

Cllr Mrs Wess – Wigan Waste Water Treatment Centre, Hoscarr.

Cllr Mrs Blake – suggested a letter for thanks be sent to Mr Andrew Larkin, for clearing a considerable amount of rubbish from Chapel Lane Meadow that had been abandoned by campers.

Cllr Mrs XXXX – asked why there wasn't a police representative at this meeting? It was and it was reported that PCSO Dave Benson was on holiday and PC Hackney was off sick. Cllr Mrs XXXX requested reinstatement of consideration of correspondence on future agendas. The Clerk pointed out that this was not in line with good practice. Future agenda item - noise pollution, disturbance and anti-social behaviour.

Cllr Mrs Halton – Parbold Dry Dock

19 Resolution (70/09): 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 (terms & conditions of employment), the public and the press leave the meeting during consideration of the remaining items on the agenda

Proposed by Cllr Mrs Halton, seconded by Cllr Mrs XXXX, all in favour.

20 To consider Co-option to fill Parish Council Vacancy

Resolution (71/09): That the applicant, Brian Arnold, be co-opted as Parish Councillor. Proposed by Cllr Bailey, seconded by Cllr Mrs Butts, all in favour.

21 Update on LEF bid

Item discussed in camera with no publication permitted.

There being no further business the Chairman closed the meeting at 10.20 pm.

Cllr Mrs R Wess - Chairman

Mrs E A Broad – Clerk

Date