

Minutes of the Meeting of the Parish Council held at 7.30pm on Friday 4th March 2011 at Parbold Women's Institute.

1. To record apologies for absence

Present: Cllr Bailey (Chairman), Cllr Bithell (Vice Chairman), Cllr Arnold, Cllr Mrs Butts, Cllr Mrs Blake, Cllr Mrs Harry, Cllr Mrs Middleton, Cllr Rance, Cllr Mrs Raju & Cllr Mrs Wess.

2. To receive declarations of interest

Cllr Bailey – personal interest in any items relating to his position as a member of West Lancashire Borough Council, Lancashire County Council, Peter Lathom's Charity Board of Trustees and WLBC Standards Board.

Cllr Mrs Blake – personal interest in items relating to her position as a member of West Lancashire Borough Council.

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

Cllr Mrs Middleton – personal interest in matters pertaining to her membership of Parbold Wildlife Group.

Cllr Rance – personal and prejudicial interest in matters relating to Parbold Youth Club & The Pear Tree.

3. To sign as a correct record the minutes of the meeting held 4th February 2011

Resolution (101/10): That paragraph 3 from the draft minutes be deleted. Proposed by Cllr Bailey, seconded by Cllr Mrs Middleton, 7 in favour, three abstentions.

The Clerk was asked to negotiate with the PCA over the cost of holding future parish council meetings in the small meeting room of the Village Hall.

Resolution (102/10): That, following amendments, the minutes be accepted as an accurate record of the meeting. Proposed by Cllr Bithell, seconded by Cllr Mrs Middleton, 7 in favour, 2 abstentions, one against.

4. Any Item of Urgent Business at the discretion of the Chairman

Resolution (103/10): The Chairman apprised the meeting that the broken "Welcome to Parbold" sign at Hilldale will cost £255.20 (+VAT) + £16 delivery to replace. It was resolved to order a new sign at this cost. Proposed by Cllr Bailey, seconded by Cllr Mrs Butts, all in favour.

Cllr Mrs Harry decided against standing as candidate for the three tier forum, so the meeting was asked if they wished to nominate another councillor and decided not to.

5. To ratify accounts and authorise payment of accounts presented

280211	David Secret	Cleaning & gardening work	s.o	£128.00
280211	E A Broad	Salary (February 2011)	s.o.	£ 660.74

280211	Sherwoods	Grass cutting contract	s.o.	£105.95*
040311	E A Broad	Reimbursement for fence panel	2112	£25.20
040311	Parbold WI	Room hire	2113	£20.00
040311	Lancs BK Village	Entry fee for best kept village 2011	2114	£25.00
040311	Inland Revenue	Tax & NI for February 2011	2115	£88.39

*contain VAT

Latest available bank balances:-

As at 31 January 2011 Current Account: £26.46 and Business High Interest Account £96,752.99.

Resolution (104/10): That the accounts be ratified and authorised for payment. Proposed by Cllr Butts, seconded by Cllr Raju, all in favour.

6. To confirm appointment of an internal auditor

Resolution (105/10): That Keith Williams of Seef Partners be appointed internal auditor for the 2010/11 accounts. Proposed by Cllr Bailey, seconded by Cllr Mrs Butts, 8 in favour, 2 abstentions.

7. Village Hall Matters:

- **Update on recent major damage to the building**

On Wednesday 23rd February, the karate group informed Sue Halton, Hall Caretaker, that there was damage to the wall in the gents toilets. Sue Halton attended the hall around 6pm and noticed the severely damaged brickwork at the front of the hall. It was clear that a vehicle had struck the hall causing damage externally and affecting the office and toilets inside. The matter is now in the hands of the Loss Adjustor who has authorised repair work which will commence on Monday 7th March for approximately three weeks.

- **To apprise Councillors of routine maintenance repairs**

The fence panel broken in high winds was replaced; the meeting thanked Cllr Mrs Butts and Cllr Bithell for their assistance in replacing the panel.

- **To determine action, if any, in relation to disturbances in the play area**

The emails and letters from a local resident, whose property borders the play area had been previously circulated and were considered during this meeting.

**Resolution (106/10):
That the Clerk responds as follows:-**

That the behaviour complained about is a public nuisance and a police matter. Anti-social behaviour is not under the jurisdiction of the Parish Council.

The suggestion of more fencing has been considered and dismissed as there is no safe way to erect fencing to comply with requirements in the event of emergency evacuation of the village hall.

Parish Councillors had kept a vigilant eye on the play area and report no disturbance.

The Police reported no disturbance.

The Parbold Community Association, managing the building adjacent to the play area, reported no disturbance.

There is therefore no identified increase in the incidence of anti-social behaviour.

Conifer hedging, that might have protected from noise or reduced exposure, had been removed at the complainant's request.

The Parish Council refute the claim that they are in any way responsible for the illegal acts of members of the public, which are totally outside their control. Furthermore, there is no evidence to suggest that this complainant's property is at any increased risk than any other property bordering a public open space such as this.

The Parish Council can only suggest that the residents take this issue to their local PACT and that they maintain a log of events so that they are able to demonstrate this is an ongoing problem and not a one-off event.

The parish council will consider use of cctv at the village hall during a future meeting.

Proposed by Cllr Bailey, seconded by Cllr Mrs Raju, all in favour.

- **Reminder of the next liaison meeting – 23rd March 2011**

8. Alder Lane:

- **Update on progress in creating an interpretation board at Chapel Lane Meadow**

The project has delayed slightly, whilst awaiting original design.

- **Update on progress on contract for drainage of old pitch**

The Clerk was asked to consult Sports England to obtain specifications for football pitch drainage and request that the contractor complies with this specification. Also to ask him to recommend any aftercare and advise whether vehicles ought to be permitted on to the pitch once the work was completed. A map of the drainage system is to be requested and confirmation that the system complies with British Standards.

The Chairman confirmed that capital grant funding and Section 106 money from WLBC will assist greatly towards the costs of this and that an application for funding from Whitemoss Grantscape had also been submitted.

- **Changing facilities (Cllr Arnold)**

Cllr Arnold had looked at portacabins, currently in storage: these are basically metal shells that will require some refurbishment to turn them into suitable changing facilities. The clerk was asked to research the planning implications and the matter will be discussed with potential user-groups at the public meeting next Tuesday.

Cllr Arnold offered to take a group of councillors to look at the portacabins if they wished. He requested advice as to what size the council wanted.

- **To note response from WLBC regarding nominating Alder Lane Playing Fields as a Queen Elizabeth II fields**

There was no response available at the time of meeting.

- **Update on Public Meeting set for 8th March 2011**

Cllr Mrs Raju commented that the signs advertising the public meeting gave this impression that the meeting was for organised groups only and not for everyone. She said this came from a Greenfield Avenue resident who didn't understand that it included the cricket club group because the cricket club is not yet established.

The Chairman said the meeting is intended to find out who is interested in using the fields and includes those who are looking to set up new teams. It is in order for the council to see who is interested and willing to commit and how we can fit it all together.

Cllr Mrs Wess commented on an application form received from a football group that revealed that they require a lot of space and time and that if the two fields are used every week of the year, they will not last long.

The fields should, however, be quite robust.

Cllr Mrs Harry explained that that is exactly why it is important to get the timetabling done and added that a MUGA can take the rougher sports and give some relief to the grassed areas.

Cllr Bailey pointed out that if changing rooms are installed there will be a range of community and utility charges that the parish council would have difficulty maintain so it is crucial to bring in groups that can contribute to these payments. The intention is to find out who is out there to use it, who has any money to integrate into the overall plan and move forward.

It was confirmed that road planings were ordered.

9. To decide position for the Best Kept Village Plaque

Resolution (107/10): That the plaque be displayed at Parbold Village Hall. Proposed by Cllr Mrs Wess, seconded by Cllr Mrs Raju, all in favour.

10. To note Planning and Planning Applications

Application Number: 2010/1380/FUL

Proposal: Change of use of no. 12 Station Road from residential to commercial (A1 use).
Single storey rear extension and alterations to 12 and 14 Station Road.

Location: 12 & 14 Station Road, Parbold, Wigan, Lancashire, WN8 7NU

Parish Council Response: Parbold Parish Council has concerns about the parking issues arising from an additional 9 treatment rooms and the effect these would have on neighbouring properties in terms of privacy and noise. Also on traffic issues onto the busy Station Road. The parish council would endorse the statements made by Access Matters.

Application Number: 2010/1412/FUL

Proposal: Replacement dwelling with associated parking and landscaping.

Location: Brismar, Tanfield Nook, Parbold, Wigan, Lancashire, WN8 7DQ

Parish Council Response: Parbold Parish Council considers this development may impact upon neighbours as the surrounding buildings are bungalows. The rear elevation in particular has an overbearing and overshadowing elevation due to its height.

11. To set the date for the Annual Parish Meeting

The Annual Parish meeting will be held on Friday 1st April at 7 pm with the next, ordinary meeting of the Parish Council at 8pm.

12. To decide parish-council nominated local representative on the Richard Durning Board of Trustees

Resolution (108/10): That Cllr Mrs Blake continue as local representative on the Richard Durning Trust Board. Proposed by Cllr Bailey, seconded by Cllr Mrs Butts, all in favour.

13. To note progress of the Parish Plan

The meeting asked, if possible, could a draft copy of the plan be available at the Annual Parish Meeting.

14. To decide response to NALC consultation documents

The Clerk was asked to comment that the parish council is broadly in favour of both the Right to Buy and Right to Challenge consultation documents.

15. Update on Land Registration of Village Hall (Cllr Mrs Wess)

The Chairman reported looking at the documents obtained from the Doctors Surgery and that the matter was progressing.

16. Discussion over opportunities for village space – consideration of the various halls, properties, buildings etc. (Cllr Bithell)

Cllr Bithell observed: The village now has many assets in terms of public meeting rooms: two schools, library, village hall, WI hall, hut on the hill and the Pear Tree. It is a lot to sustain, with dedicated individuals trying to do their best to keep them running. As the “world goes commercial” school halls and church halls are becoming available too and there are many trying to raise revenue. We should be very careful about future development, particularly where it might include new buildings, for example, the parish council should be careful what is built at Alder Lane. Also, it needs to be very careful about subsidising particular halls over others.

Cllr Mrs Wess said the Parish Council had nothing to do with previous plans and that the community centre that was on the current site of the village hall was massive.

Cllr Mrs Harray commented that she had drawn up a spreadsheet of local facilities for the Alder Lane Committee meetings some three years ago and Councillors had seen this. She agreed to circulate this by email again.

The Chairman asked councillors to consider any pieces of land in the village that are not managed, with a view to checking land registration.

17. To determine representation at forthcoming meetings

No forthcoming meetings noted.

18. Councillors’ agenda items for future meetings

Cllr Arnold – cctv at village hall.

Cllr Wess – asked when did Parbold become a Township, as described on West Lancashire Borough Council’s website? If the area is still a village the website should be corrected.

Cllr Raju noted that the tiny little village of Woodstock, near Oxford, is campaigning to become a town.

Cllr Mrs Blake reported that she had reported a number of potholes to LCC who would be fixing these as soon as possible: she was thanked by the meeting.

19. Resolution (109/10): 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 Bailey, seconded by Cllr Bithell, all in favour.

20. To discuss letter from PCA regarding the village hall

Considerable discussion took place that is not recorded as of a confidential nature.

Resolution (110/10): The Parish Council resolved to make available an extended loan facility to the PCA to borrow up to £5,000 for a period of one year, interest-free, with an option to extend, at the discretion of the Parish Council, should the PCA wish to extend to subsequent years. The council agreed that it should be on an on-call basis, withdrawing smaller sums when required, up to a total of £5,000, rather than as a lump sum. Proposed by Cllr Bailey, seconded by Cllr Bithell. For – Arnold, Rance, Raju, Wess, Bithell, Bailey, Harrhy, Middleton, Butts & Blake named recorded vote requested by Cllr Mrs Raju.

The meeting discussed the anonymous information that the village hall had been hit by a 4 x 4 vehicle driven by a local resident, whose name had been given to police. The Clerk was requested to highlight the issue and appeal for witnesses in the PCA newsletter and to ask the police if there is a time limit for prosecution.

There being no further business the Chairman closed the meeting at 9.45 pm.

Cllr R M Bailey, Chairman

Mrs E-A Broad, Clerk

Clerk