

Minutes of the Meeting of Parbold Parish Council at 7.30 pm on Friday 5th April 2013 at Parbold Women's Institute Hall.

Present: Cllr Bailey, Cllr Arnold (Vice Chairman), Cllr Blake, Cllr Holland, Cllr Murrin-Bailey, Cllr Wess.

County Councillor David Westley and four members of the public attended.

1. To record apologies for absence

Apologies were accepted from Cllr Bithell, Cllr Broten & Cllr Butts.

2. To receive declarations of interest

None

3. To sign as a correct record the minutes of the meeting held 1st March 2013

The minutes were accepted as a correct record of the meeting and duly signed.

4. 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.

Mr Stewart read a written statement, kept on parish council files with the minutes, to voice his objections to the Planning Application Reference Number: 2013/0242/FUL at 76A The Common.

Following discussion at the last meeting Mrs Sanders reported back from the committee arranging the Carols Around the Tree and it is their wish to keep the event at Parbold Village Hall. She also supports the donation of £150 of parish funds towards the costs of the silver band accompaniment.

Polling cards have been received by residents but they are unsure what they are voting for; County Councillors present explained the upcoming elections.

5. The Common Car Park

- **Update on action to enforce time-limited parking on The Common Car Park**

LCC's quotation of £498.57 (excluding VAT) was accepted for signs to be made and installed. The exact wording to be decided by Councillors via email.

The Clerk was instructed to contact WLBC to explore the possibility of forming a contract, perhaps with Parkwise or similar organisation, to visit at a particular frequency and issue parking tickets, as this is a publically owned car park.

- **To approve action to repair potholes on The Common Car Park**

LCC quotation was considered but due to the high cost, the Clerk was instructed to obtain comparative quotations and a quotation for patching work.

6. Village Hall:

- **To receive notes of PCA/PPC Liaison Meeting**
- **Progress on scheme to replace Village Hall Boiler**

The notes of the meeting were circulated.

The Vice Chairman had since oiled the fire doors in the main hall and no further maintenance was required at present.

Replacement of the clouded double glazed units was agreed at a sum of £349.00

The meeting heard that there are two boilers in the village hall: a Worcester Bosch that feeds the hot water, and a second one that is based in the roof cavity and is the main heater for the sports hall itself. The Worcester Bosch is technically obsolete, but in reasonable working order. Examination following recent complaints that the main hall was cold revealed that an electrical switch was switched off. Hall users complain that there is an intermittent fault.

It was agreed to get the original installer/manufacturer to do a one-off visit, to see if it is in serviceable condition.

7. Alder Lane:

- **Update on installation of a Jubilee Hedge and a gate at Bramble Way Car park**

Work on the fencing is completed but the very hard soil makes this hostile ground for the jubilee hedge. Cllr Arnold told the meeting that BT agreed to hedging along their fence at the back of Jubilee Gardens. It was agreed to defer planting at this stage.

- **Update and agreement on next steps on car park resurfacing**

Currently awaiting the tender document and plans from Carr Faulkner.

The meeting noted that Grantscape funders had asked for confirmation that planning permission is not required. Borough Councillors present agreed to look into this.

Some clearance had begun but there is still a lot of scrub in need of shredding and removal and the mounds of earth left following field drainage. Cllr Arnold agreed to survey and list the requirements and circulate this as an email so that some of the work can be done in advance of issuing a tender for the car park resurfacing and so reduce overall cost.

- **Completion of an Inspired Facilities Application to Sport England for funding to build a MUGA**

The Clerk was asked to complete the application. The meeting noted a new fund opening on the 7th May and closing on the 1st July 2013 - Sports England, Community Sport Activation Fund that would also be a suitable source of funding for a MUGA.

It was agreed to set up a sub group specifically for grant applications, in early May 2013 and to enquire what charges Community Futures and the CVS (Community Voluntary Service) would make to take over completion of applications for development at Alder Lane Playing Fields.

- **Consideration of making an application for a Protecting Playing Fields Grant from Sport England for funding to restore the football pitch surface**

This will be dealt with by special committee after May.

- **To respond to request from Eccleston & Heskin Under 10's football club - enquiry about use of Football Pitch.**

It was agreed to offer the site for one team at £200 or two teams for £300 for a full year licence from September 2013

- **Canal Bank options**

The Chairman agreed to explore the possibility of creating moorings for up to four canal boats on the section of canal bank to the rear of Bramble Way Car Park.

8. To receive annual accounts for Financial Year 2012-13 if available

A Financial Report was distributed to all councillors prior to the meeting. This was discussed and agreed.

9. To complete Audit Commission documentation, including Annual Governance Statement confirming that accounts are subject to a sound system of internal control.

The Accounting Statement and Annual Governance for submission to auditors was confirmed and duly signed.

10. To complete new bank mandate for parish council accounts

A new bank mandate was drawn up, removing former councillors and adding new ones to give a list of council signatories as follows: Cllr Bailey, Cllr Bithell, Cllr Butts, Cllr Broten, Cllr Holland, Cllr Murrin-Bailey and the Parish Clerk. All cheques and orders for payment will continue to require any three signatories.

11. To consider a request for funding from Community Carol Group for silver/brass band accompaniment for Carols Around the Tree event on 4th December 2013

A section 137 donation of £150 to the Community Carol Group was agreed.

The Clerk was instructed to inform the Community Carol Group that the Parish Council would prefer that the event be held around the Christmas tree, bought by the Parish Council and installed in the centre of the village.

The Clerk was also instructed to enquire about the cost of a locally purchased 12 ft Christmas tree to compare the price with that quoted by WLBC. Cllr Arnold agreed to assist with this and approach local garden centres.

12. To ratify accounts and authorise payment of accounts presented

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|--------|------------------|-------------------------------------|------|----------|
| 250313 | Fire Equipment | Service on Fire safety equip VH | 2300 | £122.72* |
| 250313 | AP Pest Control | Clearance of mole infestation AL | 2301 | £120.00 |
| 280313 | E A Broad | Salary (March 2013) | s.o. | £704.59 |
| 010413 | David Secrett | Cleaning & Gardening services | s.o. | £128.00 |
| 010413 | PCA | Annual amount to cover newsletters | 2302 | £150.00 |
| 010413 | Parbold WI | Room hire | 2303 | £22.00 |
| 010413 | Oakwood Fencing | Fencing and gate at Alder lane | 2304 | £1176.00 |
| 010413 | CTP | Training course for new Councillors | 2305 | £60.00 |
| 010413 | Mr L Davis | Clearance car park Bramble Way | 2306 | £160.00 |
| 010413 | Inland Revenue | Tax & NI | 2307 | £26.43 |
| 010413 | Community Carols | Carols around the tree donation | 2308 | £150.00 |

*contains VAT

Cheque Number 2289 - Oakland Fencing £1,140 - not sent - work delayed due to weather.

The accounts were ratified and authorised for payment.

13. To note Planning and Planning Applications

Ref. No: 2013/0242/FUL

Land Adjacent To 76A The Common Parbold Lancashire
Detached dwelling

Parish Council response: Parbold Parish Council object to this proposal as it amounts to garden infill, which this council holds a policy against. This proposal would be detrimental to the appearance and character of the conservation area; it will put too much strain on utilities and increase the problem of surface water, specifically it would require a soak away

that does not appear to be included in the plans and it would result in a loss of privacy and create overlooking issues for neighbours.

Ref. No: 2013/0221/FUL
Stonehurst, Brandreth Park Parbold Wigan Lancashire WN8 7AG
Single storey rear extension

Parish Council Response: Parbold Parish Council considered this application in meeting and has no objection to this proposal.

The following application was noted:

Ref. No: 2013/0079/LDP
20 Broadmead Parbold Wigan Lancashire WN8 7PB
Certificate of Lawfulness - Proposed conversion of integral garage into living accommodation

14. To raise issues for inclusion in PCA Newsletter

The Parish Council has decided to implement a three hour maximum for parking at Parish owned public car parks on The Common and at Parbold Village Hall, from Monday to Friday, 8am until 6pm. The car parks are provided to support customers of the shops, village hall users and the doctors surgery.

British Telecom have agreed to tidy up the BT Exchange on the corner of The Common and Tan House Lane and to permit the planting of hedgerow between Jubilee Gardens and the BT building. This will continue the enhancement of the Jubilee Gardens began with installing a Queens Jubilee bench and restoration of the Jubilee Memorial Stone last year.

Details of council membership and meetings can be found on the Parish Council notice board outside McColls.

15. To note changes to e-mail circulation frequency

The change to weekly notification of emails was noted with Cllr Holland and Cllr Wess requesting that every email be forwarded to them on receipt.

16. To determine representation at forthcoming meetings

The meeting noted the upcoming LALC area committee meeting to be held at WLBC Offices at 7.30pm on 18th April 2013.

17. Councillors' agenda items for future meetings

Cllr Murrin-Bailey complained that WLBC refuse operators are still throwing recycling containers back after emptying along Brandreth Drive. A brand new plastic box had been put out with the cardboard collection but had been smashed up, when thrown back towards the property. Cllr Wess echoed this, saying the same happens on Burnside estate.

18. Resolution: 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.

Agreed.

19. Future Pension obligations and arrangements for employees

It was agreed that the default option for the council will be the NEST pension scheme as described at www.nestpensions.org.uk.

Cllr Wess left the meeting at 9.55pm.

It was agreed to continue to accrue a notional £50 per year, to be allocated to a lump sum payment on retirement or resignation.

There being no further business the Chairman closed the meeting at 10 pm.

Chairman - Cllr R Bailey

Clerk - Mrs E A Broad

3rd May 2013