

## **Minutes of the Meeting of the Parbold Parish Council at 7.30 pm on Friday 4th October 2013 at Parbold Women's Institute Hall.**

Present: Cllr Arnold (Chairman), Cllr Bailey, Cllr Blake, Cllr Bithell, Cllr Stewart, Cllr Wess.

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

Apologies were accepted from Cllr Butts, Cllr Murrin-Bailey and Cllr Holland.

### **2. To receive declarations of interest**

None declared.

### **3. To sign as a correct record the minutes of the meeting held 6th September 2013**

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

### **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.**

Ros Wess spoke as a member of the public stating that the village's senior citizens are thrilled to pieces with the new bus shelter seat and thank the Parish Council for organising this. She also asked can the council advertise the upcoming closure of the railway crossing by adding it in the newsletter and informing the schools so that parents are aware of it? As access will be maintained during the daytime no further action required. However, could LCC look at the pot holes whilst the gates are closed?

### **5. Updates on action taken over residents' enquiries**

- **Odour emanating from Wigan Waste Water Centre, Hoscarr**

It was decided to respond to Jill Antrabus that the explanation was accepted but that the company had fallen short of its obligations to the residents and request that the borough council take action against United Utilities.

- **Maintenance of the telephone exchange building**

The matter had been reported again and was now in the hands of British Telecom. Councillor Bailey commented that he had contacts at BT and would try, on behalf of the council, to expedite matters. Cllr Arnold also agreed to contact them again.

- **Speeding cars on Broadmead estate**

Samples of posters and stickers had been received from LCC who also offered advice on speed indicator devices. It was agreed to leaflet drop car stickers or wheely bin stickers on Broadmead estate if a large enough supply could be obtained.

Discussion continued about speed indicator devices and speed guns and it was agreed to meet with LCC Officers for advice on the best type. A moveable SPID could be moved around the following roads: Alder Lane, Station Road, The Common, Lancaster Lane, the housing estates. The meeting noted that there were volunteers available to change locations for the unit and a machine that records speed data was preferred if budget permits.

## 6. The Common

- **Pothole repairs on The Common Car Park**

Two very similar quotations were available at the meeting. The Clerk was asked to check if Tom Owen would be available to complete the work within a month, before the weather worsens and if so, to commission him to do so.

## 7. Village Hall:

- **An opportunity to raise any issues regarding the Village Hall**

The following instructions were noted:

Steinway Piano Security. For information:

Douglas Music Society's Steinway in the Village Hall will never leave the building.

If anyone enters the building in order to take the Steinway away for a service, then do not give them access to the building and immediately inform either a member of Douglas Music or the Hall Caretaker. Please let this be known to all hirers and users.

- **Window maintenance**

Councillors wished to look at the windows before committing funds to this within this financial year. The item will be returned to at the next meeting.

- **Fire Doors maintenance**

Concern was raised that the fire doors are becoming difficult to open and close again. The Chairman agreed to take another look at the doors and bring back to the meeting should professional repair be required.

## 8. Alder Lane:

- **To distribute notes from meeting of the Amenities Meeting on 13th September 2013**

The minutes were distributed.

- **To confirm the meeting with PCA Trustees to discuss possible licence for management of Alder Lane Playing Fields for Monday 7th October 2013 at 8pm at Parbold Village Hall**

The meeting date and time was noted. Apologies were noted from Cllr Bailey.

- **Review following completion of Car Park resurfacing**

The meeting requested thanks and congratulations be noted to Cllr Arnold for working with the contractors to ensure successful completion of this project.

- **Review of containers and utility services at Bramble Way Car Park**

The Chairman reported that the new container had been delivered to the site. Connection of utility services would be pursued. Some liaison with Shevington Sharks would be explored for a joint venture to improve the site around to the containers.

- **To consider installing a gate at Bramble Way car park**

It was resolved that, for security, it would be helpful to have a gate on the car park, but it should be in keeping with the rural countryside rather than a metal urban-style gate. Open public access to the car-park will still be maintained.

Cllr Stewart proposed that car parking charges be applied to the car park in order to fund any repairs and HGVs be restricted from using it as they can cause thousands of pounds worth of damage to this valuable asset. The proposal was unpopular with all other councillors. Cllr Stewart asked that the proposal be explored. It was decided that it was not a good use of the Clerk's time to explore this proposal. Cllr Stewart offered to do this alone.

The draft Sports Survey was then considered. It was agreed to restructure and add questions, so that the questionnaire can be issued within the next two weeks. Advice from the CVS on the draft survey will be sought.

## **9. To ratify accounts and authorise payment of accounts presented**

200913	Douglas Music	Piano fund donation	2356	£300.00
200913	Ainscoughs Metals	Shipping container	2357	£2,400.00*
300913	David Secrett	Cleaning and gardening services	s.o.	£128.00
300913	E A Broad	Salary (September 2013)	s.o.	£718.46
041013	BDO LLP	External Audit fee	2358	£276.00*
041013	B Arnold	Reimburse electric pillars Bramble Way	2359	£622.67*
041013	Community Futures	Annual subscription	2360	£30.00
041013	CPRE	Annual subscription	2361	£29.00
041013	Carr Faulkner	Overseeing and project management (above)	2362	£1764.00*
041013	B Rawsthorne	Grass cutting contract - September 2013	2363	£726.00
041013	Tom Owen	Resurfacing work at Bramble Way car park	2364	£61,912.80*
041013	Parbold WI	Room hire	2365	£22.00
041013	Queensbury	Bus shelter seating	2366	£450.00
041013	Canal & River Trust	to replace lost cheque 2329	2367	£90.00*

\*includes VAT

**Balance of accounts at 30th September 2013 recorded as:-**

<b>Business high interest account</b>	<b>£131,217.97</b>
<b>Business current account</b>	<b>£91.63</b>
<b>Total:</b>	<b>£131,309.60</b>

The accounts were ratified and authorised for payment.

Cllr Bithell had checked through the accounts and half-year reconciliation with no matters of concern raised.

#### **10. To receive External Auditor's Report of Accounts 2012/13**

The External Auditor's Report was noted and the points as follows:

The Parish Council considers the valuation is a correct estimate of the assets held.

Fidelity Guarantee insufficient at year end but increased post year end - noted, correction already in place.

Although a precept was set by the due date and a budget was prepared the council did not minute, as evidence, its review and acceptance of the budget. In future the minutes will record more detail as to the review of the budget and its acceptance.

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

2013/1025/CON 912 Lancaster Lane Parbold Lancashire WN8 7AB

Approval of Details Reserved by Condition Nos. 3, 4, and 7 of planning permission 2013/0682/COU relating to material details; landscaping scheme and garage doors to be stained timber.

This application was noted.

#### **12. To determine representation at forthcoming meetings**

- **18th October LALC area committee meeting, Ormskirk**
- **23rd October 2013 Community Futures AGM - Preston**
- **9th November 2013 - LCC Parish & Town Councils Meeting**
- **20th November 2013 WLBC Standards Regime & Code of Conduct training**

The above meeting dates were noted

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

Cllr Blake: asked if the Clerk would contact the licensee of the Stocks Tavern to request that the beer barrels and similar paraphernalia be removed from the car park areas on either side of Mill Lane.

Cllr Bailey: Illegal parking around Parbold Douglas School continues: please bring ideas to the next meeting to tackle this issue.

Cllr Bithell: car parking in the village - drivers are starting to ignore the signs about restrictive parking and the council may need to consider next steps.

Cllr Wess: overhanging trees and hedges, poor state of pavements in the village, sports questionnaire.

**14. 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.

**15. Alder Lane: Review of Grantscape Funding towards resurfacing and clarification of Shevington Sharks as Third Party Contributors to the scheme**

The car-park resurfacing was complete and the Grantscape paperwork was signed in order to claim the £10,000 grant. It was confirmed that Shevington Sharks had paid £1,136 as a third party contributor to this project and had been told that this money was in lieu of rent under the terms of the licence.

Concern was raised about the licence agreement made with Shevington Sharks. Typographical errors, the price negotiated, the agreement to permit Shevington Sharks to provide service or act as third party contributor to car park project, in lieu of rent was discussed.

The agreement was made and will stand until superseded by another, which could only be made in negotiation with the licence holders.

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*Chairman - Brian Arnold*

*1st November 2013*