

# ***Parbold Parish Council***

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## **Minutes of the Meeting of the Parish Council at 7.30 pm on Friday 6th December 2013 at Parbold Women's Institute Hall.**

The Chairman welcomed new Councillor Anthony Schaffel.

**Present:** Cllr Arnold (Chairman), Cllr Bailey, Cllr Blake, Cllr Bithell, Cllr Butts, Cllr Holland, Cllr Schaffel, Cllr Stewart, Cllr Wess.

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

Apologies were accepted from Cllr Murrin-Bailey (Vice Chairman).

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

Cllr Brian Arnold declared a personal, non-prejudicial interest in the planning application in Greenfield Avenue.

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

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

### **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.**

Cllr Wess asked to speak as a member of the public and commented that the Christmas tree looks lovely and proposed that the Parish Council write to thank the WI and Douglas Lions for erecting the tree and paying the lighting costs.

### **5. To determine whether to support request for double yellow lines on Alder Lane**

The suggestion that yellow lines be put along Alder Lane from the Stocks Tavern to the canal bridge was debated with the decision made that the Parish Council cannot support such action as the residents would have no available parking. It was also noted that parked cars do slow down the traffic, making the road safer and discouraging use of the road by HGVS.

### **6. To amend date of meeting from 3rd January 2014 to 10th January 2014**

It was resolved that the meeting date be changed to 7.30pm on Friday 10th January 2014 because the original date is rather close to public holiday periods. The meeting will be held in Parbold Village Hall.

## **7. Village Hall:**

- **Distribution of notes - PCA/PPC Liaison meeting on 13th November 2013**

The notes of the meeting of the Parbold Community Association were distributed. A quotation of £132.00 for repairs to the village hall notice board was obtained and agreed by the meeting.

- **Update on water leak and approval of monies spent on emergency repair**

On the day that this water leak was reported Mainlink Maintenance (a company that the PCA requested attend as they have been to the hall before) was asked to attend urgently. Their quotation for repair was received, circulated to those Councillors on e-mail and accepted as a matter of urgency. It was understood that the repair had been completed but that internal repair was in progress.

- **Notification to Councillors of possible request for funding from PCA**

Councillors were informed that the PCA are considering further development at the Village Hall and may be requesting that the Parish Council contribute financially in the next Financial Year.

## **8. Alder Lane:**

- **Update on Village Survey on Alder Lane Playing Field facilities**

This item was deferred until January 2014

- **Notification that Dog Warden and Environmental Health have been requested for assistance with problem of Dog Fouling with a view to excluding dogs from the pitches**

The emailed correspondence with Graham Concannon, WLBC Environment and Pippa Sandalls, Dog Warden was distributed. Posters had been put on the gate at Alder Lane Playing Fields reminding dog owners of the law requiring that they clean up after their dog.

Clerk to consult Andrew Hill, WLBC Environmental Protection and Community Safety Manager for further information on the process of implementing Dog Control Orders or exclusion orders. The preference at this meeting was for a Dog Control Order requiring that dogs must be kept on a lead on the playing pitches. The popularity of this area for dog walking was noted, however the over-riding need to keep people playing sport on the sports fields safe and clean from dog faeces required that action be taken to minimise the dog fouling, which had reached an unacceptable level. Notices reminding dog owners to clean up after their dog were being ignored and a propensity for dog owners to let their dogs run across the fields off-lead whilst they did not even enter the fields themselves had been witnessed on many occasions. There is an additional danger of loose dogs running in an area

where sport is played, particularly where the owner is some distance from their dog. This meeting considered it a reasonable compromise that dogs, not be excluded, but be kept on leads when crossing the pitches and that dog faeces removed.

It was resolved that the Parish Council investigate how to implement a Dog Order, requiring that dog owners keep their pets on leads whilst on the playing pitches and remove any dog faeces (as they are already required to do by law). Cllrs Arnold, Bailey, Bithell, Blake, Butts, Holland, Schaffell, Stewart in favour, Cllr Wess - abstained. Named, recorded vote requested by Cllr Wess.

The Clerk was asked to record in the minutes that, dog-owning Parish Councillors present at this meeting, considered this to be a reasonable response to the problem.

- **Consider request to use the pitches by local Scout/Cub group**

Cllr Bithell declared a non-pecuniary interest in this item.

It was resolved to respond that the Alder Lane Playing Fields are available for hire for local, charitable groups at a reduced rate of approximately £10 per hour, but that this Council agrees that the fields will be made available free-of-charge on the three occasions requested.

## **9. The Common:**

- **It is proposed to install dog hooks on the planters at The Common**

This proposal was brought because there is currently a propensity for dog owners, who wish to enter the shops, to leave their dogs tied outside. They are often tied to the Parish Council notice board, the bollards or the ring on the corner of the planters, installed by McColls to attached shopping trolleys to; a practice that was not permitted by the terms of their licence for land use, and has ceased.

These are not suitable places to leave a dog as there are many people passing by. The Parish Council is therefore asked to provide a dog ring in a suitable position, in the recess of the planters where the dog will be kept away from vehicles and people passing by. The proposal is not intended to encourage dog owners to leave their dogs in a public place unattended, but to facilitate a safer practice than that currently happening.

WLBC Dog Warden had been asked for comment and her valuable advice was considered. However, in Parbold's rural setting, where many residents have accompanying dogs whilst they carry out their daily routines, it was considered by this meeting to be a relatively cheap project to make a convenient provision for responsible dog-owning residents.

It was resolved that, subject to checking that insurance provisions do not prevent the Parish Council providing such facility, two dog tie rings be inserted in the recesses of the planters. Cllrs Arnold, Bailey, Bithell, Blake, Butts, Holland, Schaffell, Stewart in favour, Cllr Wess - against. Named, recorded vote requested by Cllr Wess.

- **Consider if action is required to improve the floor surface in the alleyway behind the shops**

There are two shops with access down this alleyway, which is owned by the Parish Council. No incidents have been reported to the Parish Council, although one shop owner reported to the Borough Councillor that a bin operative fell whilst moving the commercial waste bin from the alleyway. This is a small section of un-surfaced land that is brushed occasionally by the Parish Council. It should not be accessed by members of the public but it borders the public car park. This meeting felt that public money should not be used to support a commercial venture by providing bin storage free-of-charge and regularly incurring expense on cleaning the facility. Commercial premises using the facility without express consent should ensure it is kept clean.

It was agreed that the Chairman, with an accompanying Councillor or Clerk speak with the shop owners to assess the extent of the problem and see if some compromise might be met.

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

301113	David Secrett	Cleaning and gardening services	s.o.	£128.00
301113	E A Broad	Salary (November 2013)	s.o.	£718.46
061213	Rawsthornes	Grass cutting	2376	£586.00
061213	David Secrett	Replacement equipment	2377	£27.98
061213	E A Broad	Envelopes and stamps	2378	£15.10
061213	PCA	Room hire	2379	£51.00
061213	Parbold WI	Room hire for 6th December 2013	2380	£22.00
061213	Fields In Trust	Membership fee	2381	£25.00
061213	Cobbs Brow Nursery	Provision of Christmas tree	2382	£234.00*
061213	Inland Revenue	NI payment for three month	2383	£54.78
061213	Chris Horridge	Footpath maintenance Meadow	2384	£385.00

\*contains VAT

The accounts were ratified and authorised for payment.

#### **11. To determine application for Capital Grant funding from WLBC**

It was resolved to investigate the cost of a portable Speed Indicator Device that can be used on several locations around the village and to apply for half-funding from WLBC by way of capital grant. It was also agreed that the amount obtained from the grant be match-funded from parish funds as the offer of such match-funding increases the chances of a successful bid.

#### **12. Distribution of Minutes from 27th November 2013 Finance Meeting**

The Minutes of the Meeting of the Finance Committee of Parbold Parish Council held at 7.30 pm on Wednesday 27th November 2013 at Parbold Village Hall were distributed and incorporated into the Minute Book.

- **It is proposed that subcommittee and working party meeting be held in private to remove meeting room costs**

Item deferred until January 2014 as the Councillor raising this issue was not available to present it.

- **It is proposed that membership of subscription paying groups be reviewed (SLCC, Community Futures, LALC, CPRE, FIT) with membership of LALC withdrawn**

The following subscriptions paid this year were noted:-

Society of Local Council Clerk (subscription split three ways with the other councils)  
Community Futures - £30; Campaign to Protect Rural England - £29; Fields in Trust - £25;  
Lancashire Association of Local Councils - £383.57 approx. (due March 2014).

It was resolved unanimously to withdraw from LALC and CPRE, as the cost-effective value of these subscriptions was not proven.

### **13. Approval of financial risk assessment documentation**

- **Asset Register,**
- **Financial Risk Management Policy**
- **Finance Risk Management Register**

The Asset Register, Risk Management Policy and Risk Management Register, prepared with the co-operation of the Finance Committee, were considered and approved by this Meeting.

### **14. To consider budget for Financial Year 2014/15 proposed by Finance Committee and set level of precept**

The budget, prepared by the Finance Committee was considered. Following discussion it was resolved to accept the budget figures and set the level of precept at £30,000, unchanged from the previous financial year.

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

Application Number: 2013/1206/FUL 14 Greenfield Avenue  
Single storey rear extension and first floor dormer extension to rear.

Parish Council Response: No objections to this proposal.

Application Number: 2013/1142/FUL 23 Bradshaw Lane  
Removal of existing conservatory and erection of a part two storey/part single storey side extension with entrance canopy. Single storey extension to other side. Re-siting of entrance porch.

Parbold Parish Council noted this amendment to Planning Application Number 2013/0869/FUL - Permission Granted.

Application Number: 2013/1132/COU      3A Station Road  
The Parish Council noted the change of use of part of ground floor to Use Class A1 (Florist)

Application Number: 2013/1098/FUL      Friars Wood, Lancaster Lane  
Demolition of existing dwelling and erection of 3 no. detached dwellings with associated driveway and landscaping.

Parbold Parish Council echoes the comments of the Conservation Advisory Panel, in that the proposal does not preserve the conservation area. Additionally, there are concerns about the single access to the site and over development, inserting three properties where there is currently only one

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

Cllr Bailey: An increased number of vehicles are being parked on the double yellow lines along Mill Lane, creating a hazard for other road users and there appears to be no enforcement of this. Two local food premises were ranked as having a low level of hygiene (1 out of 5 scale).

Cllr Blake: Commented that a resident believed that an artificial Christmas tree would be a more cost-effective way to bring festive cheer to the village. Councillors were asked to consider this and inform the Clerk for the next meeting if they agreed to add it to the agenda.

Cllr Holland: Road lighting outside Delph House, on Brandreth Delph, was still obscured by ivy despite LCC attention. Residents there do not accept the argument that the new led lighting is angled down to concentrate on the pavement immediately beneath, as other lamps on the street do spread the light far enough; just this one does not. Councillors were asked to take a look at this before the next meeting and consider if any action (by LCC or land-owner) can improve night-time visibility along here.

Cllr Bithell: asked that a bank reconciliation be provided and incorporated into the minutes at the next meeting.

Cllr Wess: Dog fouling and overhanging hedges restricting pavements.

Cllr Wess then left the meeting at 9.15pm. Cllr Stewart accompanied her briefly and returned.

**17. 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.**

Item deleted as unnecessary

**18. Reminder that All Members must follow Standing Orders, in particular Number 57:**

**Unauthorised Activities**

**(a) Issue orders, instructions, and directions unless authorised to do so by the Council.**

This item requested by Cllr Wess, who had left the meeting due to illness. The Clerk advised that the wording of the Item had been presented to her by Cllr Wess.

Standing Orders are set by this Council and are guidelines to follow, to ensure the effective running of Council, though can be set aside by resolution in meeting. Councillors present noted this and were reminded that individual Councillors must not issue orders, instructions, and directions unless authorised to do so by the Council.

There being no further business the Chairman closed the meeting at 9.35pm.

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*Chairman - Brian Arnold*

*10th January 2014*