

# Parbold Parish Council

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## MINUTES

**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 1<sup>st</sup> July 2022 in Parbold Village Hall, The Common, WN8 7DL**

Present: Cllr Bithell (Vice Chairman, in the Chair), Cllr Butts, Cllr Blake, Cllr Holland, Cllr Stopford, Cllr Schaffel.

3 members of the public in attendance.

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

Apologies were accepted from Cllr Arnold (Chairman), Cllr Carruthers, Cllr Long and Cllr Gill.

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

None declared.

### **3. 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.**

Representatives from Coffee Etc gave a short presentation to the meeting about the application for an Alcohol Licence for their premises. They currently apply for Temporary Events Notices (TEN) and wish to make this more permanent. The Parish Council were informed that the considerations include:

- Prevention of nuisance
- Safety of children
- Upholding law and order

- **Health and Safety.**

The representatives confirmed that there has been no objection from the Fire service and Lancashire Constabulary, and no complaints have been lodged as a result of any of their previous events.

The licence applied for would give permission for live and recorded music and for alcohol to be served. Music is currently amplified at both indoor and outdoor events but a noise management plan has been in operation to minimise disturbance to neighbours.

It was asked that a thank you was recorded to the Parish Council for their support with the Jubilee afternoon tea, which was a great success.

It was noted that the parking in the Village Hall car park has improved, with the spaces nearest to the surgery and Hall entrance being kept vacated for less mobile patients and visitors. Thank you to all concerned for the consideration shown.

It was reported that the gates on either side of the rear of the Village Hall are in a bad state of repair and will need replacing.

**4. To ratify as a correct record the minutes of the meeting held 3<sup>rd</sup> June 2022**

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

**5. To discuss the application by Coffee Etc for an Alcohol licence**

Coffee Etc have applied for an Alcohol licence for their premises on Station Road.

Following the earlier presentation and discussion (item 3) and based upon the information available at this time the Parish Council resolved that they have no objection to the application.

**6. To ratify accounts and authorise payment of accounts presented**

310522	Laurence Davis grounds maintenance	BACS	£1767.00
030622	PCA room hire	BACS	£34.00
060622	Clerk's expenses -ink/magnets	BACS	£32.63
090522	Wrightington Windows	BACS	£20.00

Chairman.....

130622	Vision Link telemetry flood detection	D/D	£24.00
130622	B Joule pay award	BACS	£88.20
150622	O2	D/D	£23.60
200622	Queens Jubilee party food	BACS	£187.66
220622	Yates swing installation	BACS	£6558.00
280622	B Joule salary	BACS	£722.45
010722	PCA room hire	BACS	£25.50
280622	HMRC tax/NI	D/D	£680.94
300622	Unity trust bank charges (1st quarter)	D/D	£18.00
300622	OPSTA membership	BACS	£10.00
300622	Laurence Davis maintenance	BACS	£1767.00
300622	Laurence Davis flag cleaning	BACS	£230.00
060422	Laurence Davis	BACS	£450.00
010722	Wrightington Windows	BACS	£20.00

The accounts were ratified and authorised for payment.

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

Application No: 2022/0515/FUL

Proposal: Proposed first floor rear extension and amendment to front dormer

Location: 20 Greenfield Avenue, Parbold, Wigan, Lancashire, WN8 7DH.

Response: To add a first-floor rear extension in the proposed manner might have harmful impacts upon the neighbouring properties, and WLBC should check these particular matters before considering whether to grant planning permission. The proposed roof, to full gable ridge height and to the west of the neighbour at no.18 Greenfield Avenue, could block westerly light and sunlight to the rear of No.18. The proposed balcony at first-floor height, could enable close overlooking of the rear private area to No.18. The proposed window in the 1st-floor side elevation of No.20 could enable overlooking of the garden area to No.22 Greenfield Avenue.

If WLBC, having inspected the site, is satisfied that no such harm would be caused, then Parbold PC would have no objection.

Application Number: 2022/0594/FUL

Proposal: Single Storey Side and Rear Extension replacing existing car port  
Location: 67 Brandreth Drive, Parbold, Wigan, Lancashire, WN8 7HB

Response: The proposed extension would incorporate 2 new exterior doors, enabling independent access to the proposed accommodation (and also to the existing ground-floor bedroom) without passing through the main house. We note that the application has been made by 2 couples. If, as is likely, this application is made in order to enable a ‘granny flat’ for elderly/dependent relatives, the PC would have no objection. However, WLBC should ensure via condition (or other appropriate means) that the accommodation could not be otherwise let, sold or occupied as a separate dwelling.

#### **8. To confirm the amendments to Standing Orders and Financial Regulations**

The Internal Auditor recommended adopting the NALC Model Standing Orders 2018 (amended 2020). These standing orders are more comprehensive than the current version adopted by the Parish Council, and it is imperative that the mandatory sections are included whilst consideration is given to other relevant sections. A draft version with suggested content will be re-circulated for consideration and discussion at the next meeting

#### **9. To confirm the amendments to the Asset Register**

Recommendations were made in the Internal Audit to amend the Asset Register and it has now been changed into spreadsheet format, which makes it simpler to show additions and disposals. It was resolved to adopt the new version.

## **10. Parbold Village Show**

With the Village show almost here support for the event was discussed. It was resolved to invite the organisers to make an application for support after the event, when the financial consequences are clearer.

## **11. Mill Leat issues**

An email had been received from a resident regarding the area of land at the back of Mill Leat and the presence of Japanese Knotweed and Giant Hogweed around the dry dock on the canal. The resident also highlighted the recent issues of anti-social behaviour at the rear of Mill Leat. The Canal and Rivers Trust state that the area is sprayed in early autumn every year but will attend to inspect the current situation.

The land behind Mill Leat that runs alongside the railway line is believed to be owned by WLBC and this is awaiting confirmation. This area is often boggy but does serve a purpose in absorbing overflow water from the brook which in turn helps to prevent flooding.

With regard to the suggestion of installing CCTV, firstly the responsibility for this area would need to be established along with the feasibility of installing the logistical services needed to run cameras, before consultation with residents was undertaken.

## **12. Update on The Heys**

The conveyancing of this piece of land to the Parish Council is now complete although it is not yet shown on the Land Registry. The Clerk will chase this up. It was resolved to regenerate and tidy this land whilst keeping many of the established plants and shrubs.

### **13. Cleaning of the flags in the Jubilee Gardens**

The paving flags in the Jubilee Gardens were looking dirty and unkempt. They have now been power washed and are considerably improved. This task will be added to the general maintenance list for the parish, to be redone as and when necessary.

### **14. Update on Councillor raised issues:-**

- **Perimeter signs to the Parish**

LCC have supplied recommendations on size and type of the council perimeter signs. A request has been sent to Hilldale Parish council to consider placing a Parbold sign on the back of their perimeter sign, which may need re-siting. Quotes will be obtained for signs for the next meeting.

- **Jubilee Garden commemorative stone**

Quotes will be obtained for the addition of this year's Jubilee date to be added to the commemorative stone in the Jubilee Garden. It was suggested to sit the stone on a plinth to raise it above the height of the flower bed.

### **15. Clerk's Report**

The Clerk's report was noted.

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

- It was asked on behalf of the Parish Council that Sue Halton be thanked for her hard work and commitment in organising the Jubilee afternoon tea. It was much appreciated by the council and residents alike.
- The pavement over the railway bridge on Alder lane is badly weed infested and it was asked to confirm who has responsibility for that particular stretch of pavement – Network rail or LLC Highways. Cllr Blake will make enquiries to establish this.

Chairman.....

**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, the public and the press, leave the meeting during the consideration of the remaining items on the agenda.**

There being no other business the Chair closed the meeting at 2050hrs.

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Chairman

2<sup>nd</sup> September 2022