

# *Parbold Parish Council*

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## ANNUAL GENERAL MEETING

### MINUTES

#### **Minutes of the Meeting of the Parish Council at 8.00 pm on Friday 2nd May 2014 at Parbold Women's Institute Hall.**

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

**1. To elect Chairman and receive declaration of acceptance of office**

Cllr Arnold was elected Chairman of the Council and declaration of acceptance of office was heard and duly signed.

**2. To elect Vice Chairman and receive declaration of acceptance of office**

Cllr Charles Bithell was elected Vice Chairman of the Council and declaration of acceptance of office was heard and duly signed.

**3. To record apologies for absence**

Apologies were accepted from Cllr Butts, Cllr Schaffel, & Cllr Murrin-Bailey.

**4. To receive declarations of interest**

None declared.

**5. To sign as a correct record the minutes of the meeting held 4th April 2014**

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

**6. 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.**

**7. To decide frequency, location and day of Meetings and determine the four Statutory Meetings and amend Standing Orders, if necessary, accordingly**

The following schedule of dates for meetings was agreed:

- Friday 6th June 2014
- Friday 4th July 2014 NO MEETING IN AUGUST
- Friday 5th September 2014 Statutory meeting #1
- Friday 3rd October 2014
- Friday 7th November 2014 Statutory meeting #2
- Friday 5th December 2014
- Friday 9th January 2015 Note second, rather than first week of the month
- Friday 6th February 2015
- Friday 6th March 2015 Statutory meeting #3
- Friday 10th April 2015 because 3rd April 2015 = Good Friday
- Friday 1st May 2015 ANNUAL GENERAL MEETING Statutory meeting #4

Cllr Blake offered apologies for AGM on the 1st May 2015

**8. To confirm membership of committees, sub-committees and representation on outside bodies**

The following structure and composition was agreed:

COMMITTEES AND REPRESENTATIVES – 2014

Committees:

Terms of Reference:

Finance

Budget/Employees/External grants

Finance Committee Composition:

Cllr Arnold  
Cllr Bithell

Cllr Bailey  
Cllr Stewart

Cllr Butts  
Cllr Wess

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Planning

Planning applications

Scope of committee:

- To consider Planning Applications
- Parbold & Appley Bridge Quarries
- Housing
- Conservation

Planning Committee Composition:

Cllr Arnold

Cllr Holland

Cllr Stewart

Cllr Wess

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Amenities Committee

Recreation & Facilities

Scope of Committee:

- Village Hall
- Public Transport provision
- Police & Community Safety
- Flooding
- Bramble Way

Amenities Committee Composition:

Cllr Arnold	Cllr Murrin-Bailey
Cllr Bailey	Cllr Blake
Cllr Bithell	Cllr Wess
Cllr Butts	Cllr Stewart
Cllr Holland	

A Subcommittee of the Amenities Committee was formed for looking at grants, tendering, design of the MUGA, plans at Alder Lane Playing Fields

Grants Subcommittee to the Amenities Committee Composition:

Cllr Arnold, Cllr Bailey, Cllr Bithell, Cllr Murrin-Bailey, Cllr Stewart, Cllr Wess.

Liaison with PCA Subcommittee to the Amenities Committee Composition:

Cllr Arnold, Cllr Bailey, Cllr Stewart, Cllr Butts, Cllr Wess.

Representatives:

PCA Observer: Cllr Butts - not present, not confirmed.

Peter Lathom Charity & Richard Durning Trust Board: Cllr Blake

Councillors not present at this meeting will be given the opportunity to join any of the committees above.

**9. To confirm payment of annual subscriptions and receive financial report**

It was resolved that the annual subscription for the following be paid when the amount becomes due:

OPSTA (Ormskirk, Southport & Preston rail Travellers Association), Community Futures, Fields in Trust, & Society of Local Council Clerks, (SLCC)

The Financial Report was circulated to all councillors and it was resolved to top up the Alder Lane Development monies to £60,000.

**10. Any update from WLBC Environmental Health about Wigan Waste Water Treatment Centre (Hoscar Sewage Works)**

Following WLBC's press release and issue of the minutes of the public meeting on the 24th March 2014, the meeting heard that residents were not content. Concern was raised that it had been non-productive; because the people who could make the changes were not in attendance, and that it had not accurately been recorded.

The Parish Council noted these concerns but agreed that the meeting had opened a dialogue and the process of co-operation between the agencies is essential to ensure that United Utilities continue to prioritise odour reduction, for the sake of Parbold residents.

It was resolved that the Parish Council organise a future meeting, with minutes taken objectively. A working party of Cllrs Arnold, Blake, Holland, Stewart & Wess, will meet with resident Paul Quirk to devise questions, that will be presented in advance, so that they can be discussed and conclusions drawn, making the meeting more productive. It is essential that the Environment Agency attend this meeting. A Freedom of Information request to view emails between the Environment Agency and WWWTC (UU) Hoscar would be considered. It is hoped that these would reveal the extent to which WWWTC have made efforts towards odour control. It was noted that EU directives requiring good water quality for wildlife have teeth, in that, high fines are only avoided by compliance. Money needs to be diverted to odour control in the same manner. The meeting should also be able to view the Permit of Operation believed to be held at the Environment Agency offices in Walton Summit, Preston.

The Clerk was asked to advertise the reporting email and telephone numbers in the next newsletter and to remind people to request a reference number and take a note of it when calling.

### **11. Update on plans for World War 1 celebration day**

There was much discussion about the format of this commemoration day, which is to include the children from the two primary schools and elderly people living in the village, in the retirement homes or alone. Late morning was a preferred time and the Clerk was asked to contact to the schools to enquire whether it could be accommodated before the end of term. If not, an October/November date may be set to allow more time to organise this. The Chairman pointed out that he was not available in July this year.

It was agreed that Cllr Blake, on the suggestion of Cllr Bithell, would contact Parbold Douglas with a view to them providing the lunch.

Head Teacher at Our Lady & All Saints, Mrs Griffin, told Cllr Wess that the school brass band could perform. Cllr Stewart agreed to prepare a presentation of whatever length was appropriate.

Good organisation of the event was essential to control costs and ensure adequate catering.

### **12. Confirm meeting date with Parbold Wildlife Group**

A date for this meeting will be set administratively.

### **13. Village Hall:**

- **Progress on solar panels**

The solar panel project was now complete and the Chairman thanked Cllr Bailey for his work on this.

- **Confirm date for PCA Liaison meeting as Wednesday 21st May 2014**

The meeting date was noted.

**14. Alder Lane:**

- **Proposal that up to £200 be allocated for additional top soil to tidy up the area around the car park.**

It was resolved to use this money to tidy up around the new car park, with the assistance of the Tree Wardens. The Clerk was asked to order another Woodland Trust tree pack and to consult with Jimmy Kelly as to which trees to chose.

- **Confirm wording for signage for Playing Fields re: dogs**

It was agreed to erect three signs regarding restriction of dogs on the field with the wording used by WLBC. The Clerk was asked to enquire if it would be possible to purchase the same signs that they use. These will be positioned at the entrance gate, on the car park and at the exit from Chapel Meadow.

- **Confirm cost of repair to fencing alongside Alder Lane/football field**

Item deleted. LCC Highways and Railtrack will be considering this issue.

- **update on notice board and Welcome sign.**

The design and costs were agreed, with the background colour for the signs confirmed as green to fit into the rural setting.

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

240414	David Secrett	Cleaning and gardening services	s.o.	£128.00
280414	E A Broad	Salary (April 2014)	s.o.	£718.46
020514	Mainlink Maintenance	Roof repair at village hall	2412	£1,104.00*
020514	Parbold WI	Room hire	2413	£33.00
020514	E A Broad	Key cutting	2414	£34.54
020514	B Rawsthorne	Grass cutting	2415	£352.00
020514	John Stewart	Installation of Peter Lathom stone	2416	£230.00

The accounts were ratified and authorised for payment.

**16. To note Planning and Planning Applications****2014/0343/FUL      10 Tan House Lane**

Parish Council Response: The Parish Council objects to this proposal as it would amount to over development which does not preserve or enhance the area. It is out of keeping with the

surrounds, which typify large properties set into their own grounds. The development proposed appears asymmetrical, poorly proportioned and top-heavy looking and is squeezed into a small plot. As such, permission should be refused.

#### **2014/0290/FUL Burnside - side extension**

Parish Council Response: Whilst the Parish Council has no objections to this proposal, it is stated in the application that there are no flooding issues, whereas some Members of the Parish Council have experience of flooding on this road.

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

No forthcoming meetings.

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

Cllr Wess - the McColls end of The Common shops, has a bollard that has been knocked over again making the pavement around it, uneven: can we get it straightened or removed altogether.

The Clerk reported vandalism in the form of rude words scratched into the perspex of the notice board.

Cllr Bithell - requests an update on pitch maintenance: weed and feed on Alder Lane Playing Fields.

Cllr Holland - asked if anyone knew who is responsible for the maintenance of shrubbery outside The Heys, opposite Latham Avenue at the bottom of The Common. It is a low brick walled triangle of land that has not been maintained and is looking rather tatty.

The meeting noted compliments on the flowers at Jubilee Gardens.

Cllr Blake - a resident reported to her that dog fouling in Burnside as increased again.

Cllr Bailey - recently noticed that the Doctors Surgery is using a 0844 and that the old, local number no longer connects. Media reports that essential services should not use these expensive telephone number have led to many reverting back to the landline numbers. The Clerk was asked to contact the Practice Manager to request that the surgery not use expensive 0844 numbers.

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

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*Vice-Chairman - Cllr Charles Bithell*

*6th June 2014*