

## **Minutes of the Meeting of the Parish Council at 7.30pm on Friday 9<sup>th</sup> April 2010 at Parbold Women's Institute**

No questions from member of the public present.

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

**Present:** Cllr Mrs Wess (Chairman), Cllr Arnold, Cllr Bailey, Cllr Mrs Blake, Cllr Mrs Butts, Cllr Rance, Cllr Mrs Raju, Cllr Mrs Harrhy.

**Apologies:** Cllr Bithell, Cllr Hammond.

Cllr Mrs Harrhy notified the meeting that she would be late.

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

Cllr Mrs Butts - personal interest in other village hall matters as Parish Council appointed observer to the PCA General Committee

Cllr Mrs Blake – personal interest in any items relating to her position as a member of West Lancashire Borough Council

Cllr Mrs Wess – personal interest in Youth Club matters

Cllr Bailey – personal interest in any items relating to his position as a member of West Lancashire Borough Council and Lancashire County Council

Cllr Mrs Harrhy arrived at 7.33pm.

### **3 To sign as a correct record the minutes of the meeting held 5<sup>th</sup> March 2010**

**Resolution (149/09): That the minutes with three amendments be signed as a correct record of the meeting. Proposed by Cllr Mrs Raju, seconded by Cllr Mrs Wess, all in favour.**

### **4 Any Item of Urgent Business at the discretion of the Chairman**

The Chairman reported that two children had attended her house to report that a section of the metal gate to Burnside Play Area had fallen onto a child's foot. Simultaneously, a local resident who locks the gate e-mailed the Clerk to report that a section had corroded away. He considered that it was repairable. The Clerk was asked to investigate costs of repair or replacement and report these back to the Council. The Chairman asked that formal thanks be recorded to the two children – Callum Cunliffe and Alexander Trickett.

A Greenfield Avenue resident telephoned to complain about noise in the play area and in particular that children were banging a ball against her property. The Chairman said that as previously requested a 'No Ball Games' sign needs to be up as soon as possible.

## **5 Chairman's Report**

Cllr Hammond and the Chairman attended Burscough Civic Service which was most enjoyable. Refreshments were provided at the Youth Centre.

On 25<sup>th</sup> March 2010 Cllr Mrs Raju and the Chairman attended the "Ownership of the NHS" and commended this meeting hoping that others would attend future meetings as it is an excellent exercise with the PCT asking patients what they want from the NHS.

The Chairman distributed notes from the PACT meeting on 6<sup>th</sup> April 2010 to Cllr Arnold and Cllr Mrs Harray, noting that the PACT Chairman started off by telling the meeting that we have now not had a full time policeman for a year. Targets demand at 5% reduction in criminal damage and anti-social behaviour. Car break-ins are common in this area and a robbery on Croasdale Drive was reported. The PACT meeting requested that a licensing officer attend the next PACT meeting because there are still problems down Mill Lane. A car was broken into on Station Road, a theft on Bramble Way and an injury on Beech Avenue.

The Chairman sent condolences to Cllr Mrs Harry and Cllr Mrs Raju, on their recent bereavements and congratulations to Cllr Bailey on his nomination as Deputy Mayor. Cllr Mrs Harray thanked Councillors for their sympathy cards and messages.

Cllr Mrs Raju and the Chairman had been to Preston to collect items for the fun day from LCC.

## **6 Clerk's Report**

Nothing to report that was not already an agenda item.

## **7 It is proposed that a donation of up to £250 is paid to**

- **Parbold Village Festival**

**Resolution (150/09): That £200 be donated to Parbold Village Festival, under the Local Government Act 1972, section 145 (provision of**

entertainment). Proposed by Cllr Bailey, seconded by Cllr Mrs Blake, six in favour, two abstentions.

- Bowland Pennine Mountain Rescue Team

**Resolution (151/09): That £50 be donated to Bowland Pennine Mountain Rescue Team, under the Local Government Act 1972, section 137. Proposed by Cllr Bailey, seconded by Cllr Mrs Raju, all in favour**

- Parbold Hut-on-the-Hill

**Resolution (152/09): That £ 100 be donated to the Scouts, Parbold Hut-on-the-Hill appeal, under their powers in the Local Government Act 1972, section 137, proposed by Cllr Mrs Raju, seconded by Cllr Rance, all in favour.**

**8 It is proposed that the accounts presented are ratified and authorised for payment**

290310	David Secrett	Gardening & Cleaning	s.o.	£128.00
300310	E A Broad	Salary (March 2010)	s.o.	£ 660.74
300310	Sherwoods	Grasscutting (March 2010)	s.o.	£ 53.13*
010410	JCD Contracting	Repairs to ceiling	2026	£549.90*
010410	Yates Playground	Play area inspections	2027	£66.70*
010410	Yates Playgrounds	Repairs – authorised	2028	£502.90*
010410	Allianz	Premium for increased value of hall	2029	£341.51
010410	Pauline Sewell	Civic service refreshments	2030	£290.00
010410	Evans Marquees	10% deposit for marquee Fun Day	2031	£53.00
010410	Bearer (Cash)	Petty Cash	2032	£50.00
010410	Fire Equipment	Annual service of equipment	2033	£206.79*
090410	Inland Revenue	Tax and NI – March 2010	2034	£88.39
090410	Lancs & Merseyside CTP	Training in Data Protection/FOI (Cllr Mrs Wess & Cllr Mrs Raju)	2035	£50.00
090410	Parbold WI	Room hire 05 & 070310	2036	£43.00

090410	Grimshaws Ltd	Repairs to gate at village hall	2037	£159.51
090410	Parbold PCA	Replaces un-presented cheque 2012	2038	£149.00
090410	Parbold Village Festival	s 145 LGA 1972 donation	2039	£ 200.00
090410	Parbold Scouts Hut on the Hill Appeal	s 137 LGA 1972 donation	2040	£100.00
090410	Bowland Pennine Mountain Rescue	s 137 LGA 1972 donation	2041	£ 50.00
090410	Lancs & Merseyside CTP	Training for new councillors Cllr Arnold	2042	£60.00

\*includes VAT

**Resolution (153/09): That the accounts be ratified and authorised for payment. Proposed by Cllr Mrs Butts, seconded by Cllr Mrs Blake, seven in favour, one abstention.**

**9 To receive income and expenditure accounts up to financial year end 31<sup>st</sup> March 2010 and authorise signature of the External Audit Forms**

The Chairman asked that this item be moved to the end of the agenda after the resolution to exclude the public, all agreed.

**10 To receive update on the arrangements Fun Day – 1<sup>st</sup> May 2010**

Cllr Mrs Wess updated the meeting. She is still looking for volunteer stewards, assistance with refreshments and a first-aider. The winners of the poster competition from Our Lady & All Saints Primary School had been selected.

Cllr Mrs Butts sent advance apologies for the 1<sup>st</sup> May event.

Cllr Mrs Harray apprised the meeting of an event in Skelmersdale set for the same day.

**11 To determine representation on the Peter Lathom Charity, Board of Trustees**

**Resolution (154/09): Cllr Mrs Butts proposed that Cllr Mrs Blake continue to serve on this Trust Board, seconded by Cllr Arnold, all in favour.**

## **12 Alder Lane:**

- **It is proposed that the Parish Council select the supplier “Its A Goal” and apply for a Football Foundation grant**

The meeting accepted the recommendation that the “Its A Goal” supplier would be selected, pending confirmation following a meeting of Cllr Arnold and Cllr Mrs Wess and a representative from the Football Foundation on Tuesday 13<sup>th</sup> April 2010 at 11 am, at Alder Lane Playing Fields.

- **To receive update on old goalposts**

The Chairman thanked Mike McKenna for the work he has done on these goalposts, noting that it will be completed shortly.

- **To receive update on interpretation board project**

The Chairman brought an LCC Heritage document listing the plants that are on the main part of the Biological Heritage Site. It was suggested that this be scanned and forwarded to Jon Hickling and Dominic Rigby with an explanation that, since the capital grant application had been rejected funds were now restricted. The Chairman reminded the meeting that a recycled plastic frame had been considered the most appropriate for the site in question. The Clerk reminded the meeting that the Parbold Wildlife Group had offered to meet to discuss what would be on the interpretation board. Cllr Mrs Harray offered to meet with Jon Hickling to discuss this further.

- **To decide how to prevent vehicles entering Alder Lane fields**

The meeting agreed that a new bollard was required to close the gap between the others.

- **To discuss possible grant application Football Foundation for building/changing rooms**

The Chairman reported receiving information that a Reaching Communities Programme would be on stream in the autumn and accepting applications for up to £40k funding for community buildings. She noted that plans need to be drawn up in readiness for application to this funding body.

This item was then deferred to next meeting, following further discussion with Football Foundation.

### **13 Village Hall Matters:**

- **To receive update on Land Registration**

Item deferred until Cllr Bithell was available to inform the Council whether any papers obtained by the Doctors surgery were now available for Parish Council inspection. Cllr Bailey agreed to continue the application once he had seen whether the papers gave evidence of title of use to the Parish Council.

- **To receive Insurance Matters update**

The e-mail received from Allianz was noted. Cllr Mrs Harrhy expressed concern again that the Parish Council had no key to the village hall as it was clear from this e-mail that Allianz assumed a key would be held, as they suggested that it would be best practice for the Parish Council to hold a key to the interior kitchen door.

Cllr Mrs Raju requested clarification as to whether a claimant could claim against the Parish Council following an incident in the kitchen.

A named, recorded vote was requested by the Chairman.

**Resolution (155/09): That the parish council provide the PCA with a sign for the kitchen door – “No Children Allowed” (or similar) - and request that the PCA inform the Parish Council who the named, nominated key-holder persons are so that this information can be provided to Allianz. Furthermore, the Parish Council ask the PCA to ensure that a named person be responsible in any leasing agreements with hall-users. Proposed by Cllr Arnold, seconded by Cllr Rance, seven in favour (Cllr Arnold, Cllr Rance, Cllr Mrs Wess, Cllr Mrs Harrhy, Cllr Mrs Blake, Cllr Mrs Butts, Cllr Mrs Raju,), one against (Cllr Bailey).**

- **To receive notes from the PPC/PCA Liaison Meeting**

The notes were received.

- **To determine action to be taken on refund of loan to the PCA**

**Resolution (156/09): It was resolved that the clerk write a gentle reminder letter to the PCA that the loan is due for repayment in June 2010.**

**Proposed by Cllr Mrs Harrhy, seconded by Cllr Mrs Raju seven in favour, one against.**

- **Receive notes on electrical system in the Village hall and decide whether to investigate lighting fault in the main hall**

The Chairman requested that thanks be recorded to Cllr Arnold for his work on this report and his time spent overseeing the recent visit from the electrician. Cllr Arnold confirmed that all had been done that was required for the issuing of a safety certificate.

However, the fault in the wall lighting in the main hall still required investigation that would require plastering and re-painting afterwards. The meeting agreed that Taylors be requested to quote for this repair as far as they were able considering investigative work was likely, and that this quote be returned to the meeting.

The Clerk was requested to contact Sue Halton again to request whether she had yet obtained written proof that the Fire Officer agreed the subdued Fire Exit signs were, in fact, legal.

At opening of the Pear Tree, Cllr Harrhy met Phil Monks, a Fire Service Risk Assessments Officer who will shortly be retiring. He offered his services to the Parish Council so Cllr Harrhy passed his contact details to the clerk to place on file. Cllr Bailey declared an interest at this point as a member of the Fire Authority.

The Chairman thanked Cllr Arnold for persisting with this matter and in particular for explaining to the PCA that the requirements for adequate certification is a fact and is the law.

## **14 To note Planning and Planning Applications**

**Application Number: 2010/0215/FUL**

Proposal: Replacement of existing hedge with a stone wall.

Location: The Roost, Lancaster Lane, Parbold, Wigan, Lancashire, WN8 7HS

Parish Council Response: If natural stone is used and this is in keeping with the surrounds and complies with the Conservation Officer's opinion the Parish Council has no objections to the proposal.

**Application Number: 2010/0161/FUL**

Proposal: Erection of canopy at rear of existing modular building.

Location: Parbold Douglas C Of E Primary School, Lancaster Lane, Parbold, Wigan,

Lancashire, WN8 7HS,

Parish Council Response: No objections to this proposal.

**Application Number: 2010/0231/FUL**

Proposal: Erection of conservatory to rear to replace existing single storey extension.

Location: 33 Brandreth Drive, Parbold, Wigan, Lancashire, WN8 7HB

Parish Council Response: No objection to this proposal.

The WLBC Planning Committee Meeting on 15<sup>th</sup> April was noted, as the committee would be considering the matter of railway sleepers along the canal at Chapel Lane. The Parish Council objections were in the report given to Borough Councillors, but no representation from the parish council would be attending the meeting as a site meeting has been called by Borough Councillor May Blake, and therefore a delay of one month, was anticipated.

**15 To instruct the Clerk to obtain quotes for parish council insurance and find a company that will accept monthly payment of the premium**

The Clerk informed the meeting that a quotation had been obtained from Came and Co/Aviva and forwarded to the Chairman. The Clerk was instructed to obtain a further quotation and ensure that all councillors had access to this before the next meeting so that a decision could be made then. Also to seek quotes for payment by monthly instalments.

**16 Parbold Parish Council Civic Service - follow up report**

The Chairman asked that thanks be recorded to everybody involved in the Civic Service: Rev Simon Glynn, Fr Gordon Beattie OSB, Tim Cornah, Parbold Chamber Choir, Sandy Smith and the uniformed groups, visiting dignitaries, Joan Sanders, also thanks to Maureen Hastier and Marjorie Dixon.

**17 To consider update from WLBC on cctv**

Item deferred in Cllr Bithell's absence.

**18 To discuss charity bags put through residences in Parbold**

Item deferred in Cllr Hammond's absence. However, Cllr Mrs Harry pointed out that the charity bags themselves were not an issue it was simply the sheer

volume pushed through the door that was of concern. She noted 72 different charities in a batch. It was commented that these charities usually advise leaving them at the door if you are unable or unwilling to donate, but that there was generally no way to prevent fundraisers pursuing this practice.

### **19 To discuss Skelmersdale Police Station staffing levels and their impact on rural beat managers**

The Clerk read out Chief Inspector Holden's e-mail received that day.

Cllr Mrs Wess noted that the only police presence at the PACT meetings was PCSO Dave Benson, and a member of the PACT committee pointed out that he needs support and a senior officer should attend the meetings.

The Clerk and Cllr Arnold reminded the meeting that Dean Holden had offered to attend any parish council or PACT meetings, subject to his availability.

Cllr Mrs Raju noted that PCSO Benson was very good but was not a police officer and was expected among other things to respond to 999 calls. With the policing precept having risen, there is a need to see where this money was being spent. The Clerk was requested to obtain a further update in a month.

### **20 To determine representation at forthcoming meetings**

Cllr Mrs Raju and Cllr Mrs Wess would attend Newburgh Civic Service on the 18<sup>th</sup> April 2010

The LALC representatives present were given the agenda for the LALC meeting on the 29<sup>th</sup> April 2010 and the previous minutes. The Clerk confirmed that these would be forwarded by e-mail to Cllr Hammond.

### **21 Councillors' agenda items for future meetings**

Cllr Bailey had already notified that clerk of a future agenda item he wished to raise.

Cllr Mrs Butts suggested that the Parish Council owned benches need repainting or re-staining as appropriate.

Cllr Mrs Raju – policing update, particularly with the police's policy on photographing members of the public when stopped etc.

**22 Resolution (157/09): 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**

**Proposed by Cllr Mrs Raju, seconded by Cllr Bailey, all in favour.**

**23 To determine the next action to be taken following advice received regarding the Main Hall Flooring**

**24 To apprise members of travel expense rates for clerk and councillors and determine whether the clerk may claim travel allowance from her home (Parish Council office address) or from the borders of the parish.**

Having reached 10 pm the Chairman closed the meeting.

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Chairman – Cllr R Bailey

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Clerk – Mrs E-A Broad

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Date