

Minutes of the Meeting of the Parish Council at 7.30 pm on Friday 1st June 2012 at Parbold Women's Institute.

Present: Cllr Bailey (Chairman), Cllr Arnold (Vice Chairman), Cllr Bithell, Cllr Mrs Blake, Cllr Mrs Butts, Cllr Mrs Wess.

1. To record apologies for absence

Apologies were accepted from Cllr Mrs Houlgrave, Cllr Stapleton & Cllr Mrs Raju.

The Clerk apprised the meeting of the immediate resignation of Cllr Mrs Middleton and the impending resignation of Cllr Stapleton in August 2012.

2. To receive declarations of interest

Cllr Bailey declared a personal interest in Item 5 & 6 as a Member of Lancashire County Council, Item 8 as a member of West Lancashire Borough Council, & Item 12 as a member of the Standards Board.

Cllr Mrs Blake declared a personal interest in Item 8 as a Member of West Lancashire Borough Council.

Cllr Mrs Butts declared a personal interest in Item 7 as Parish Council appointed Observer to the PCA General committee.

3. To sign as a correct record the minutes of the meeting held 4th May 2012

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

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.

The issue of maintenance of the alleyway between The Common & Fairhurst Drive was raised again. The Clerk was asked to put this on the agenda for a future meeting.

5. Lancaster Lane Parking & Speeding Issues: to determine how the Parish Council might assist

This issue was discussed at length. It was noted that the land at Lancaster Lane is owned by Ampleforth Abbey Trust and that development is prohibited as it is within the conservation area. A school crossing patrol is provided at school times to ensure safety of children crossing the road and a Pelican crossing was therefore thought unnecessary. The problem appears to be created by a change of demographics at Parbold Douglas School, though this was unconfirmed. Traffic problems were also caused at weekends, during weddings and First Communion, so not only at school drop off and pick up times.

It was decided to arrange a meeting to be held on Tuesday 26th June 2012 with an invitation to each Head Teacher, Fr Gordon Beattie, Rev Simon Glynn, the Chair of Governors and PTA at each school and Brenda Entwistle, School Crossing Patrol to discuss how this can be resolved.

6. To respond to residents enquiries:

a. The suggestion that a zebra crossing be installed on The Common

The Parish Council consider that there is no suitable place on The Common for a pedestrian crossing to be installed as the road curves, with many junctions to avoid. It was also noted that a crossing patrol officer is present at school times to assist school children to cross the road.

b. That the Parish Council again request LCC to consider resurfacing pavements and carriageway on Brandreth Drive

The Parish Council concede that the footpaths and carriageway on Brandreth Drive and the pedestrian pavement on Greenfield Avenue are all in need of attention, mostly due to the continuous repairs to sewers in Parbold requiring frequent digging up of the tarmac. It is of concern that some people are walking in the road rather than along the pavement because the pavement is so uneven that it is difficult for those using wheelchairs, pushchairs and walking aids. The Clerk was asked contact LCC to ask that they prioritise these areas for repairs when funding allows.

c. Consider gating the alleyway at the back of the shops on The Common

It was resolved to investigate further the possibility of putting a gate on the alleyway to prevent youths gathering behind the shops. In particular the opinion of the shop owners will be taken into account on reaching a decision.

7. Village Hall:

- **To receive notes from PCA/Parish Council Liaison meeting on 30th May 2012 (if available)**

The draft notes were distributed and the Parish Council:

- noted that Cllrs Butts and Wess will be attending Community Futures meetings to look at solar panels, if they are available
- noted that further quotations for paving stones are still outstanding and that the most recent contractor was unable to quote without more direction as to what is required.
- agreed that the PCA write an article in the newsletter to ask the general public to refrain from long term parking at the village hall.
- agreed to repair the notice board at the village hall.
- The quoted £215 extra electrical work at the village hall was rejected as this meeting felt the work was not necessary.

8. Alder Lane:

- **To note progress and next steps at Alder Lane Playing Fields**

Already agreed:-

- Erect a Notice Board – with usage on it.
- Hedging at car park (September/October 2012) – Clerk was instructed to seek funding from LCC and/or WLBC, although Woodland Trust application has already been made.)
- Car park resurface – grant application in with Grantscape, awaiting response.

It was noted that the goalposts were now installed but with some concern that the post nearest Alder Lane had to be lifted at one edge in order for the set to be correctly aligned. This has resulted in the socket being proud, above the ground and a possible trip hazard. The Clerk was asked to seek advice about ensuring this is safe.

Shevington Sharks will be offered a licence for five years from September 2012, which should enable more access to funding for changing rooms. There needs to be discussion with Shevington Sharks about requirements, position, ownership and community use, of any building there. It may be considered if community use might be offered quid pro quo in return for maintenance of the building.

A Multi-Use Games Area is still a future item.

Comments made by a Bramble Way resident were noted. The suggestion that the rugby and football pitch be switched over would be too expensive but the Council accepted that the car park repair be the first priority to try and alleviate parking problems at Alder Lane Playing Fields.

- **Update on Grantscape application for financial assistance for car park resurfacing**

A response on the Grantscape application was awaited. The Clerk confirmed that a Jubilee hedge pack had been applied for from the Woodland Trust and that this application will be considered in September. The Clerk was asked to contact WLBC and LCC to ask about their free tree schemes also.

- **To agree next actions in regard to a changing room facility**

This would become clearer once there had been a meeting with Shevington Sharks

- **To decide action to promote use of the football field**

Promoting more use of the fields without adequate parking facilities could create a bigger problem. The Clerk was asked to write to Shevington Sharks and insist that they put bollards outside the houses and use marshals as they had promised. At present, some parents stay, waiting in their cars outside Bramble Way homes until their children have finished playing. This is unacceptable and parents should be encouraged by the club to consider car sharing.

- **Follow-up from Official Opening of the Footpath**

There was a small visual display of photographs in the hall and the Chairman thanked all involved in the event. It was agreed to draft a residents' newsletter, including a report on this event within it.

- **To determine formal procedure for routine maintenance/litterpicking & periodic removal of flytipping/tents etc**

The Clerk reported removing the tent and rubbish left at the site and it was agreed to deal with these items on an ad hoc basis rather than making any formal arrangement.

9. To consider application for funding from Parbold Village Festival Committee

A Section 145 (provision of entertainment) donation of £200 was given to the Parbold Village Festival Committee to assist with costs involved in the event.

10. To ratify accounts and authorise payment of accounts presented

040512	E A Broad	tea, biscuits & juice	2224	£8.66
Above cheque unnecessary, not cashed.				
280512	David Secrett	Cleaning & Gardening services	s.o.	£128.00
280512	E A Broad	Salary	s.o.	£690.46
040512	CCLtd (Zurich)	Parish Council insurance	2225	£1,535.88
040512	CCLtd (Zurich)	Village Hall insurance	2226	£1,165.20
010612	Pauline Sewell	Catering Footpath Opening	2225	£60.00
010612	Argus Security-	rewiring/repositioning sensors main hall	2228	£230.40 *
010612	Clean Tec/Paul Scott	Repair window at Village Hall	2229	£62.50
010612	Ian Cropper	Internal Audit fee	2230	£110.00
010612	Rawsthorne Landscapes	Grass cutting contract	2231	£577.20*
010612	Yates Playgrounds	Play Area inspections	2232	£69.60*
010612	Inland Revenue	Tax and national insurance	2233	£67.60
010612	E A Broad	Stationery	2234	£3.37
010612	P C A	Newsletter insert	2235	£15.00
010612	Parbold Festival	Section 145 donation	2236	£200.00

*includes VAT

Money In: Paper collection - £19.71

Latest available bank balances: as at 30th April 2012

Current Account: £46.13

Reserve Account: £121,117.16

TOTAL: £121,163.29

At this point, the Clerk was asked to enquire what paint Rawsthorne Landscapes were using to mark the pitches with.

The accounts were ratified and authorised for payment.

11. To receive Internal Audit Report (if available)

The Report completed on 28th May 2012 confirmed that current record keeping and audit trail was in good order and the Internal Auditor was able to answer positively to all items within Section 4 of the Annual Return. A number of recommendations were made that required further research before consideration, so these matters will be returned to on a later agenda. The Clerk was asked to contact the internal auditor to request under what legislation must a Parish Council ensure land is registered with the Land Registry?

It was agreed to discuss the possibility of joint insurance to cover the village hall at the next PCA liaison meeting.

12. To apprise Councillors of new regime for Standards and Code of Conduct

The Clerk advised the Council that the new regime ought to be in place by 1st July 2012 but many details were still awaited from central government. The Clerk supplied notes from WLBC meeting for parish clerks and there were concerns raised about councillors' declaration of interest forms going onto the WLBC website. It was decided to await the full details of the regime.

13. Quality Parish Council – outstanding issues

It was noted that many of the requirements, relating to agenda and minutes had now been met. The Clerk was required to undertake some further training to update her CILCA qualification. The clerk was asked to circulate the NALC briefing note on the Power of Well Being to all councillors. A statement of training intent had been drafted, additions will be made to this and it will be brought back as an agenda item at the next meeting.

14. To note Planning and Planning Applications

Application Number: 2012/0528/FUL

Proposal: Two storey side extension, single storey side extension, single storey rear extension and extension to porch.

Location: 22 Brookfield, Parbold, Wigan, Lancashire, WN8 7JJ

Parish Council Response: No objection to this proposal

Application Number: 2012/0420/FUL

Proposal: Single storey extension to side.

Location: 50 Broadmead, Parbold, Wigan, Lancashire, WN8 7PB

Parish Council Response: No objection to this proposal

15. Update on Queen's Diamond Jubilee Project

The memorial stone had been removed for re-wording. Councillors were requested to look at the site so that a decision could be taken as to the best position for the stone when it is ready.

16. Update on Mill Leat drainage work

The meeting noted that this project was now complete.

17. To determine representation at forthcoming meetings

Parish Council representatives were reminded that there is a LALC area committee meeting coming up in June.

18. Councillors' agenda items for future meetings

Cllr Bithell: asked that Cllr Westley attend a future meeting to discuss LCC matters such as parking around the schools and other highway and rights of way issues.

Cllr Wess: wishes to discuss the transfer of RBS to Santander and asked that the Clerk include asking people to cut back their hedges in the PCA newsletter.

Cllr Blake: cctv update

There being no further business the Chairman closed the meeting at 10 pm.

Chairman – Cllr R M Bailey

Clerk – Mrs E-A Broad

Date