

**Minutes of the meeting of the Parish Council at 7.30 pm on Friday 3rd July 2015 in Parbold Women's Institute.**

Present: Cllr Bailey (Chairman), Cllr Bithell (Vice-Chairman), Cllr Arnold, Cllr Blake, Cllr Butts, Cllr Murrin-Bailey (arrived 7.45pm), Cllr Schaffel, Cllr Stewart, Cllr Wess.

**1. To record apologies for absence**

Apologies were accepted from Cllr Holland.

**2. To receive declarations of interest**

None declared.

**3. To sign as a correct record the minutes of the meeting held 5th June 2015**

The minutes were accepted as a true record of the meeting and duly signed by the Chairman.

**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.**

Paul Quirk brought the meeting up to date following contact from United Utilities that they had received a recent flurry of complaints. Unusually, WLBC Environmental Health had not recorded an increase in complaints. Allen Frew had explained how each of the processing systems was working and that funding had been agreed to refurbish the storm tanks. This is, however, weather dependent work and has to be agreed with the Environment Agency. It was agreed to delay a site visit until this work had been completed and to ask if a visit to covered tanks at Lancaster could be arranged.

Andrew Church spoke about the request from Newburgh Football Club to use the Alder Lane football pitch and specialist care of the pitch surfaces.

Residents of Mill Lane attended to discuss parking issues following report in PCA newsletter of intention to enforce illegal parking. The Parish Council will support any application to LCC Highways for resident only parking along Mill Lane

**5. To agree proposals for future village maintenance**

The minutes for the working group meeting on the 26th June 2015 were distributed.

It was resolved to ask the current contractor to undertake the hedge-cutting work currently done by the Tree Wardens, once the exact work has been established.

The schedule for lengthsman work was agreed at four hours per week, with additional two hours per month at Bramble Way Car Park. The scope of the work to include litter-picking, light gardening if appropriate and removal of dog dirt by negotiation.

Councillors were invited to suggest by email any areas that had not been considered by the working group.

## **6. To confirm Council Policy on Workplace Pensions**

The following Pension Policy for employees was agreed.

- The Council will offer a workplace pension to all employees earning above the statutory threshold (currently £10,000). The scheme will be a defined contribution scheme. The default scheme is the Government NEST Pension scheme.
- The council will pay 1% of the ‘qualifying earnings’ rising to 3% by 2018 and reflect any future changes set by National Government.
- A qualifying employee will be auto-enrolled unless they write to the Chairman of the Council to opt-out.
- An employee can request that any payments due are paid into a defined contribution pension scheme of their choice
- The Council has discretion to extend the pension scheme to employees earning below the threshold if they so wish

## **7. Issues regarding Parbold Village Hall:**

- **Update maintenance of fire doors**

The Contractor had not been available due to annual leave. This item will be returned to at the next meeting.

## **8. Issues around Alder Lane Playing Fields:**

- **Administration and pricing policy for use of fields**

Cllr Wess will continue to take the bookings for the playing fields and maintain the diary. She will notify the Clerk of bookings so that the Clerk can issue invoices.

It was resolved to accept the following pricing structure:-

Season play - Adult football teams = £500, junior teams = £250.

For single use - Adult £30 per games, junior teams = £10 per hour

It was resolved that a single season of Saturday play will be offered to Newburgh Football Team at £500 for the full season. The Parish Council will negotiate with Andrew Church, Lancashire Turf Supplies, to offset some of this amount in lieu of grounds maintenance.

- **Arrangements for Village Festival**

The Chairman updated the meeting on the agreed use of Alder Lane Playing Fields for the Village Festival, including use of the toilet facility so long as it is returned to the Parish Council in good, clean working order and that light vehicles (cars only) can enter the fields on one occasion to service the stalls.

- **Summer Maintenance for the Playing Fields**

It was resolved to set aside up to £2,000 for pitch restoration. A small group will consider what work is required in consultation with contractors, after the Parbold Festival.

### 9. Update following the Alt Crossens Drainage Group Meeting

Item deferred in Cllr Holland's absence.

### 10. To note decision of 'Carols around the Xmas tree' to decline requested donation

The letter from Bev Haymen, declining the donation was distributed. The Clerk was asked to inform the group that £150 donation was already approved and the cheque will be forwarded if requested at any stage.

**Cllr Bailey then tendered his resignation as Chairman of the Council, and nominated Cllr Arnold for the position. This was resolved unanimously. Declaration of acceptance was read out and Cllr Arnold then took the Chair.**

There was a vote of thanks to Cllr Bailey for stepping in at the AGM when Cllr Arnold couldn't be elected Chairman.

### 11. To consider issue of potholes throughout the village

There was a general deterioration of carriage and pavement areas reported to the Parish Council. The meeting noted a change in policy in that LCC Highways will not repair all potholes reported but only those over a certain depth. The threshold depth has been increased. The Administration has also brought in a new strategic policy of targeting scarce financial resources, initially on the A Roads and working down the road classifications. It was resolved to raise the matter with the Three Tier Forum at the next opportunity.

### 12. To ratify accounts and authorise payment of accounts presented

120615	David Secrett	Cleaning and gardening	s.o.	£128.00
290615	E A Broad	Salary (June 2015)	s.o.	£718.46
030715	E A Broad	Key cutting (containers)	2510	£39.88*
030715	E A Broad	travel/parking fee	2511	£62.83
030715	E A Broad	Stamps	2512	£14.04
030715	P Scott	Clearing village hall gutters	2513	£40.00
030715	UKHost4U	Website costs £47.99 + £119.99	2514	£167.98
030715	Parbold WI	Room hire for 3rd July 2015	2515	£24.00

\*contains VAT

NB: Clerk's travel expenses cover previous six months. SLCC conference (Bolton 70 miles round trip), LALC Pensions training session (Garstang - 74 mile round trip), Ormskirk Clerk's meeting (13 miles round trip plus car parking fee) 39p per mile = £61.23, plus car park fee = £1.60 TOTAL = £62.83

Bank Balance as at 30th May 2015 Current account: £50.00 Reserve account: £99,548.71  
**TOTAL = £99,598.71**

The accounts were ratified and authorised for payment.

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

Application number: 2015/0533/LDC  
48 Greenfield Avenue Parbold Wigan Lancashire WN8 7DH  
Certificate of Lawfulness - Use of agricultural land as domestic garden.

Parish Council Response: Parbold Parish Council objects, in general, to changing agricultural land into domestic garden.

Application Number: 2015/0511/FUL  
The Farm Cottage Parbold Hill Parbold Wigan Lancashire WN8 7TQ  
Replacement of existing conservatory with garden room

Parish Council Response: Parbold Parish Council has no objection to this proposal.

The Clerk was asked to enquire whether there was any further application regarding solar farm at Hoscar.

### **14. Items raised by Councillors:**

- **Cllr Bithell** - discussion of the special objectives of the new council, its' role in the village and main objectives for continuity, expansion or change.

It was resolved to collate issues that Councillors wish to consider, to form policies to move forward, making a difference in the village. It was not envisaged that this would form a Parish Plan as such, but would be more versatile than a rigid document.

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

Cllr Wess - Traffic wardens to include Broadmead Estate. Grids on Burnside.

Cllr Stewart - speeding in the village and the possibility of painting 20mph sign on the road carriageway.

Cllr Bithell - speeding. Alder Lane MUGA.

Cllr Murrin-Bailey - noted that the car park at the village hall was completely full as early at 10.30 am on a weekday.

Cllr Blake - is making enquires about a free "smiley face" speed indicator device, borrowed on a rotational basis.

Cllr Schaffel - requested a list of Councillors' contact details.

There being no further business the Chairman closed the meeting at 9.30pm.

***11th September 2015***

***Vice-Chairman: Cllr Charles Bithell***