

**Minutes of the Meeting of the Parish Council at 7.30 pm on Friday 1st December 2017 in the meeting room at the rear of Parbold Douglas Academy, Lancaster Lane, Parbold, WN8 7HS**

Present: Cllr Arnold (Chairman), Cllr Bithell (Vice Chairman), Cllr Blake, Cllr Butts, Cllr Carruthers.

**1. To record apologies for absence**

Apologies were accepted from Cllr Bailey, Cllr Holland, Cllr Schaffel, Cllr Stewart

**2. To receive declarations of interest**

Cllr Carruthers declared an interest in Item 8 - Flood Action Group.

**3. To sign as a correct record the minutes of the meeting held 3rd November 2017**

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

**4. Notification of Councillor resignation**

The meeting was advised that Cllr Wess had submitted her resignation and the notice of vacancy was currently advertised with co-option possible from January 2018. The Chairman asked that thanks be recorded in the Minutes for her years of hard work; her resignation being a loss to the council on a number of key issues.

**5. 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.**

Following from the last meeting, the Sunday event after the Parbold Show was discussed again. The organisation for the event was not the same group as the Show itself, nor was it Parbold Unlimited and there is concern that notification to the Parish Council was not completed in the appropriate manner, which could have insurance implications. The Parish Council issued a letter of permission to use the fields to the Parbold Festival Committee for the weekend - there was no connection between the Parish Council and the group organising the soccer event. Further concerns were raised in that the literature produced by the group offered a percentage to charity and the Chairman had been told it was a "charity event" but it was not known whether a donation to charity had been made. If the event is to be a regular annual one, the Parish Council must assert more control of it so that they are able to answer concerned members of the public.

**6. Update on odour control at Hoscar sewage works (Wigan Waste Water treatment Centre)**

Paul Quirk gave an update to the meeting. Unfortunately a change of on-site staff meant the loss of a odour-control expert and new staff unaware of the history of problems. Off-site

dosing had stopped, as planned, since winter weather usually reduces scepticity. However, the dosing was stopped too soon and odour problems arose in early November. There was some concern raised about the reporting of odour problems too since the figures given by WLBC did not correspond with the locally known complaints.

It was agreed to keep encouraging the reporting of issues so that the staff are aware that the problem continues and the complaints can be use to evidence a requirement for funding to tackle odour problems.

**7. Update from the Parbold Heritage Group meeting**

There had been a change in staffing at the Canal & River Trust and this project is now being led by Nicola Lewis Smith. Both sites, Parbold and Burscough, require vegetation clearance and this is being costed. Any Parish Council contribution towards these costs would be welcomed. The work is highly specialist so only one company is recommended to complete it and it is not suitable for going out to tender.

**8. Update from the Flood Action Group**

Cllr Carruthers (interest declared) left the room for discussion of this item.

Cllr Blake referred to a report from David Owens WLBC that had been previously circulated.

It was resolved to issue a donation of £300 to the Flood Action Group in order that the group can obtain insurance and cover incidental costs.

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

201117	RBS	Bank charges	d.d	£5.60
301117	E A Broad	Salary for November 2017	s.o.	£695.71
301117	NEST	pension (£7.44 Parish contribution)	d.d.	£61.05
151117	Parbold WI	Room hire for 3rd November 2017	2709	£6.50
151117	LCC	Poles for Spids	2710	£420.00
151117	Barry Rawsthorne	Grass cutting contract	2711	£689.00
151117	PCA	Contribution towards newsletter	2712	£150.00
221117	T & VP Wade & Sons	cutting Chapel Meadow	2713	£420.00
221117	Chris Horridge	All year-round clearing of footpath Bramble Way to Chapel Lane	2714	£260.00
221117	Parbold WI	Contribution to electricity for lights	2715	£50.00
221117	Parbold Douglas Academy	Room hire 011217	2716	£32.00

221117	I Broad	Printer ink	2717	£81.37
011217	Flood Action Group - donation for insurance		2718	£300.00

The accounts were ratified and authorised for payment.

**10. To receive the minutes from the Finance Committee meeting; ratify audit documentation, consider budget and set level of precept requirement for Financial Year 2018/19 banking.**

The audit documentation was confirmed and signed. The budget proposal was accepted. The level of precept required will remain the same as last years at a figure of £ 33,637.00. An anticipated council tax support grant of £1,362.00 will give available funds of £ 34,999.00.

The Chairman requested thanks be recorded for Cllr Bithell's expertise in explaining the figures other Members of the Council.

**11. Village Hall Issues:-**

- **Update on antisocial behaviour in the play area**

The Chairman was told that PCSO Andy Holderness had spoken with the parents of youths found in the play area.

This meeting considered information from Bickertaffe Parish Council regarding the cctv system they had installed.

It was agreed that a system covering the whole of the village hall was preferable to isolating the play area alone. In view of this the idea will be raised with the PCA.

- **To discuss heating problems in the main hall and establish a group of councillors to meet with PCA members to take this forward**

The meeting heard that the main hall boiler had just been serviced and is working at present. Indeed the system had not broken down again since December 2016. However it is conceded that the system is not ideal for the current usage of the hall. The funding application was unsuccessful though the small hall heating system will be replaced under a separate funding project. It was agreed to have a meeting with the PCA to discuss the matter further. Councillors Butts, Arnold, Bithell & Carruthers will attend the meeting.

**12. Alder Lane Issues:-**

- **Parbold Wildlife Group - In light of budget, confirm figures for 2018/19 spending on Chapel Meadow will be capped at £800**

It was resolved to cap the spending on Chapel Meadow at the level of £800 for financial year 2018/19.

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

Ref. No: 2017/1072/FUL

Erection of 2m high perimeter fence along front of school.  
Parbold Douglas C Of E Academy Lancaster Lane Parbold Wigan Lancashire WN8 7HS

Parish Council Response: Parbold Parish Council has concerns about appearance of this fence as it creates an impression of a prison behind it rather than a nice, country school. Can hedging be used to soften the appears from Lancaster Lane?

Ref. No: 2017/1175/FUL

Replacement of wooden windows/french doors with UPVC to front and rear.  
1 Mill Leat Close Parbold Wigan Lancashire WN8 7NJ

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

Application Number: 2017/1007/FUL

Location: Littlefield, Parbold Hill, Parbold, Wigan, Lancashire, WN8 7TG  
Proposal: Two storey extensions to the main dwelling and alterations. Replacement of the outbuilding to a study.

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

Application Number: 2017/1210/FUL

Location: 7 Northdene, Parbold, Wigan, Lancashire, WN8 7PH,  
Proposal: Demolition of existing garage and erect new detached garage.

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

#### **14. To discuss the maintenance of the ground in the small alleyway at the back of the shops on The Common**

The Land Register documents were produced to the meeting showing clearly that the alleyway does belong to the Parish Council. Currently, McColls use the section to the rear of Number 17 The Common to store their bins and this use is under licence at a sum of £1,000 per year paid to the Parish Council.

Cllr Blake has received complaint from Parbold Delicatessen about the overgrown weeds at the rear getting in the way of their bins that are stored there, on parish council owned land.

Annual or twice yearly weed clearance is included in the grass cutting contract but it would appear that the contractor had not done this since March 2017. It was agreed to prompt the contractor to complete the work and note the cost of this.

Only McCollas pay to store bins on the parish land. The storage of bins here creates obstruction and causes some of the ground damage. Therefore, if the other shop owners wish the parish council to maintain the land there, a sum of rental for bin storage must first be agreed.

The Clerk was instructed to write to the Delicatessen to explain this situation.

#### **15. Grass cutting contract discussion**

The current contract requires renewal for April 2018 onwards. The meeting heard that WLBC will be undertaking the roadside verge maintenance on behalf of LCC from next April. In view of this the grass cutting schedule will remain the same and for clarity is reproduced here:

**PART I – Alder Lane/Bramble Way**

- a) Mow the whole of both playing fields from the railway fence across to Bramble Way (excluding the steep bank to the Alder Lane side of the field) 13 times at 14 day intervals, between 1 April and 30 September. Great care is to be taken to avoid damage to the trees in the area and hand cutting is required around all trees and shrubs and strimming around signs. Care should also be taken with regard to daffodils and other bulbs planted in this area and every effort made not to mow over these until after the end of the flowering season. Grass cuttings to be removed from the playing pitch area.
- b) Mow the steep bank adjacent to Alder Lane from the railway bridge to Bramble Way and clean the roadside edge on Alder Lane (the A5209) 6 times at approximately 4 week intervals between 1 April and 30 September. The same provisos as regards hand cutting around trees and shrubs and strimming around signs and avoidance of moving bulbs as per (a) above shall apply to this area also.
- c) Maintain marking on the sports pitches and remark at monthly intervals.
- d) Carry out reinstatement of the sports pitches at the appropriate end of season, including rotivating goal mouths and other worn areas, re-levelling and re-seeding, also spiking, overseed, weed and feed the remainder of the pitch.
- e) Cut back turf to the inside edge of the kerbstone, Bramble Way, sweep the edge clean and dispose of the waste on one occasion between February and the end of March (depending on weather conditions) and repeat this in September.
- f) Maintain hedges around Alder Lane and Bramble Way by trimming twice between 1 April and 30 September. Please note traffic management may be required whilst trimming Alder Lane hedgerow.
- g) Mow grass verge 6 times at approximately 4 week intervals between 1 April and 30 September. The same provisos as regards hand cutting around trees and shrubs and strimming around signs and avoidance of moving bulbs as per (a) above shall apply to this area also.
- h) Trim trees and bushes in the grass verge at Bramble Way twice between 1st April and 30th September. The same provisos as regards hand cutting around trees and shrubs and strimming around signs and avoidance of moving bulbs as per (a) above shall apply to this area also. Weed the base of the flower beds.
- i) Maintain the borders of Bramble Way car park, keeping noticeboard, fencing and shipping containers clear of foliage.

**PART II – Play Areas at Burnside and the Village Hall**

- a) Mow the grass and strim around the equipment, benches and fences 13 times at 14 day intervals between 1 April and 30 September, at both play areas. Foliage must be kept away from play equipment.
- b) Alleyway to Burnside – strim and apply weed killer to keep this alleyway tidy.

- c) Mow the grass verges around the car park at Parbold Village Hall, including section outside play area and doctors surgery.
- d) Mow and weed-kill the grass verge along the outer hedge of the village hall, along The Common and right around the corner into Greenfield Avenue, up to the electricity sub-station fence.
- e) Trim tree branches, when necessary, to keep clear of play equipment and Doctors Surgery roof.
- f) Trim hedge at village hall play area twice between 1 April and 30 September, keeping this to manageable height.
- g) Trim the hedge around the carpark of the village hall, bordering The Common and Greenfield Avenue twice between 1 April and 30 September.
- h) Trim the large pyracantha tree at front of hall twice between 1 April and 30 September.

### **PART III – The Common Shops Rear Car Park**

**Hedge between the car park and Brandreth Drive** - Trim back twice between 1 April and 30 September and cut ground foliage back behind the kerbside all around the car park. Weed the base of the hedgerow and car park surround (including between Parbold WI Hall and the car park)

**Alleyway at the rear of shops on The Common** - Cut back all foliage, level and sweep pathway– twice between 1 April and 30 September.

The grass cutting schedule above was agreed and will form the basis of a tender for quotations from April 2018.

### **16. Update from Speed Indicator Devices**

Cllr Arnold gave an update with some of the information gained from the devices. This item to be returned to in February 2018.

### **17. To determine participation in West Lancashire Local Plan Review**

Cllr Blake will be attending the meeting on the 9th January 2017 - 4pm - 6 pm as Borough Councillor. Therefore two spaces for Parish Councillors are available and Councillors are asked to inform the Clerk if they wish to attend.

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

Cllr Carruthers - parking on The Green. even when the village hall car park is empty, cars are parking along the Green where the road is quite narrow and causing problems for the residents. A note requesting driver do not park along here will be put into the next PCA newsletter.

Cllr Arnold - Farmers Arms - advertising around the village to be discussed at February meeting. Meanwhile advice to be sought from WLBC and LCC regarding possible fly posting and trade description infringement.

Cllr Charles - discussion about filling the casual vacancy. Also, proposal that litter-pickers are bought to provide to volunteers to clean sections of the village closest to them. A co-ordinated group of volunteers be arranged to cover the village. A request for volunteers will be put into the next PCA newsletter.

There being no further business the Chairman closed the meeting at 10:30 pm

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*Cllr Charles Bithell - Vice Chairman*

*5th January 2018*