

Minutes of the meeting of the Parish Council on Friday 1st June 2018 in Parbold Women's Institute Hall.

Present: Cllr Arnold, Cllr Bailey, Cllr Bithell, Cllr Blake, Cllr Butts, Cllr Carruthers, Cllr Gill, Cllr Schaffel, Cllr Stopford.

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 4th May 2018

Cllr Blake drew attention that no mention was made in the minutes of the request made to herself at the last PC meeting to contact LCC to consider the resurfacing of the pavement between Nos.1-23 Greenfield Ave. Cllr Blake then followed up that she had contacted LCC and was informed that there is a criteria to be met for such work. If the criteria is not met then no further action will be taken by LCC.

However, the draft Minutes were accepted as a correct record of the meeting and duly signed by the Chairman, unaltered.

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 Ford family from Spa Lane Lathom attended explaining the impact of the proposed solar farm at Pilkingtons. Although the address site is Hall Lane, it impact mostly on those residents on Spa Lane, a country road of poor construction, whose residents already suffer with increased road traffic, particularly HGVs travel between the villages and motorway system and taking short cuts. So the proposed development will be seen by many who use this road. It borders Spa Rough Woods an ancient wood of national importance, and is in a very historic area. NSG have room elsewhere but are choosing not use the roof of their buildings or cover their car park.

We know people who worked in the remount centre - it is the only field around about that has not been ploughed, as a mark of respect for the War Horse graves beneath it. There is such a depth of feeling locally about preserving this site, particularly at this 100 year anniversary of World War to desecrate such an area is just awful. There is plenty of brown field land. This is bordering on Stand Farm so named as it was the last held land during the siege of Lathom House. To ruin historical places by putting shiny structures over it, is to crucify the countryside and trample over people's heritage.

We are not against solar farms but this is in greenbelt in a very, very sensitive area and there is a worry that it will set a precedent for more to be built alongside. The structural base is too large for just one; they are using larger cabling making it clear to us that they intend to expand once given permission for this.

Cllr Blake asked if there is land that may be suitable which is not greenbelt, why are they using this bit? The company say they can't use the roof because it may need replacing soon. It would cost more to create over the top of their car parks. The landowner is keen to use the land in this manner as it gives him a source of income and it is closest to the factory, though there are alternative fields equally close.

It will impact on Parbold because it will look like a sea of plasma televisions when seen from the viewing point at Parbold Hill.

Cllr Bithell suggested meeting with the applicant and it was understood that Lathom Parish Council may be organising such a meeting. Parbold Parish Councillors would also attend if available. Cllr Arnold requested sight of the map and the Ford family pointed out they have only one that is in use at present. However, the maps are available on the WLBC Planning Portal website under the Application Number 2018/0409/FUL.

We are asking Parbold Parish Council for their support in objecting to the proposal.

5. Update on Odour problems from Wigan Waste Water Treatment Centre at Hoscar

There have recently been a number of occasions when offensive odours have again caused a nuisance in the village. United Utilities at Hoscar don't seem to have learnt their lesson in regard to planned maintenance and reliability. They are still acting in a reactive manner, when the problem occurs instead of making sensible precautions to stop it happening.

They are aware of the problem when the weather is warmer. The recent problem was due to sludge backlog that they were aware of for some time but they then had a break down. They thought they could get augmented the shift work sufficiently to address this but they were wrong. The increased odours are due to the temporary sludge centrifuge but despite emailing them for confirmation they remain silent. Last week they said it would take 3/4 weeks to get back to normal. The sludge processing involves taking out solids from liquid and taking these off site. The process failed, leaving smelly backlog in tanks. They have been using perfumed masking agents as much as they can. Every time something happens don't react quick enough to counter the problem.

At the recent site meeting Parish Chairman asked if they have got capacity for extra housing being built, but they can't cope with what they have.

They are back to tank cleaning; all the time playing catch up. We are heaping pressure on them but don't know where to go with this from here.

It was agreed that we contact Rosie Cooper again. As a matter of formality they tend to bring in a higher level of management, with more ability to action things, once the MP is involved.

It is also important to encourage residents to continue reporting the problem using the gizmo link. <http://unitedutilities.odour.sgizmo.com/s3/>

6. Discussion following receipt of Network Rail's letter to Rosie Cooper regarding their proposals to close Chapel Lane Level Crossing

The letter having been distributed before the meeting was discussed. It was resolved to meet again with Network Rail as they suggest in the letter.

Whilst it is understood that there is a national strategy for closing level crossings, we are not being told what the costs are - could the money be better spent on automation, than closure? There is no evidence at present that the line is actually going to become high speed any time soon.

7. To ratify accounts and authorise payment of accounts presented and complete audit documentation, including statement of annual governance

210518	RBS	Bank charges	d.d	£5.60
280518	E A Broad	Salary for May 2018	s.o.	£710.33
280518	NEST	pension (£15.19 Parish contribution)	d.d.	£69.87
010618	Sandra Jones	Completion of internal audit	2746	£170.00
010618	Barry Rawsthorne	Grass cutting contract May work	2747	616.00
010618	County Training	Cllr Gill training course in July	2748	£30..00
<i>Cheque 2748 returned</i>				
010618	E A Broad	Stamps	2749	£15.00
010618	Parbold WI	Room hire	2750	£32.50

Cheque number 2748 has been returned because the course is full.

The payments were ratified and authorised for payment.

The following report was received:-

Chairman and Councillors
Parbold Parish Council

INTERNAL AUDIT REPORT 2017-18

An internal audit was undertaken following examination of the accounts and minutes as presented by Mrs Elizabeth Broad, Clerk to the Council.

Sample checks of income, expenditure and bank statements were carried out and the audit trail was generally found to be in order, highlighted by the implementation of most of last year's audit recommendations. The cashbook is maintained and balanced on a regular basis. In addition, the risk assessment register, standing orders and financial regulations have been reviewed during the year.

However, there were a few instances, which I bring to the Council's attention:

1. **Expenditure – Supporting Documentation**

Most invoices were found to be in place when the sample checks were undertaken. However, there were some instances where insufficient documentation was found:

- £2.96 payment for stamps – chq 2688
- £45.50 payment to Parbold WI for room hire – chq 2699

It is recommended that documentation be provided for all expenditure to ensure that the charge has been incurred and that the amount is correct.

2. **Income – Supporting Documentation**

Most items of income were found to be supported by a receipt, however, there was an instance where no documentation was found:

- £20 cash banked on 21 August 2017 (noted as football field on the cash book).

It is recommended that documentation be provided for all income to ensure that the correct fee has been paid and the fee has been accurately attributed to the appropriate person/organisation.

3. **Minutes not matching Cash Book**

There were instances found where the minutes did not reflect the information detailed on the cash book spread sheet for expenditure:

- Chq 2666 to PCA – the minutes state the payment was £139.99 but the cash book states £139.29
- Chq 2678 to Barry Rawsthorne – the minutes state the chq was 2578
- Chq 2679 to PCA – the minutes state the chq was 2579
- Direct debit to NEST pension scheme £61.05 – October minutes state £61.10
- Chq 2729 to Midstream Garden Centre for £384 included on March minutes twice – correctly under chq 2739 but also listed as chq 2733
- Chq 2733 to Mark Knowles for £95.16 – minutes state chq 2734
- Chq 2734 to A P Pest Control for £150 – minutes state chq 2735

It is recommended that all minutes are checked against a payments list or the cheque book before being signed or initialled by the Chairman to provide reassurance that the minutes represent a true and accurate record.

4. **VAT**

There were several instances where VAT has been claimed on invoices which were not addressed to Parbold Parish Council:

- Chq 2665 for £ 58.22
- Chq 2688 for £ 97.58
- Chq 2694 for £120
- Chq 2704 for £126.00
- Chq 2717 for £81.37

It is recommended that all invoices supporting payments are addressed correctly to Parbold Parish Council in order to claim back VAT. The rules state that in order to reclaim VAT from HMRC, the invoices must be in the name of the organisation making the claim. There are occasions when HMRC will use discretion, especially for low value items, but this is not guaranteed, and in all cases evidence must be provided to show that the purchase was made for the benefit of the organisation making the claim.

The recommendations made were accepted.

Falling into Smaller Authority with a turnover between £25k and £200k the forms for submission to the External Auditors - PJF Littlejohn - were signed and notice of elector's rights was completed for display on the notice board and website.

8. Alder Lane Issues:-

- **Consider application for funding from Parbold Show Committee and update regarding all weekend events**

It was resolved to issue a cheque for £250.00 for Parbold Show/Festival Committee to assist with costs of staging the event.

Parbold Village Festival Committee - donation towards costs Cheque 2749 £250.00

- **Consider renewal of the field licences for football and rugby clubs**

Shevington Sharks ARLA have a current licence until September 2019. Appley Bridge Juniors are requesting a new annual licence as theirs has just run out. It was agreed to issue a licence for 11am - 1pm on Sundays through the season for the annual sum of £300.

9. To note Planning and Planning Applications

Ref. No: 2018/0436/FUL

Widening of existing track, provision of car parking area and reinstatement of canal bank Plot 3 Chapel Lane Parbold Lancashire

Parish Council response: Parbold Parish Council objects to this proposal because the proposed car parking space would be unscreened in the green belt and such a car park would

be very prominent and obstructively seen from the canal towpath disturbing the visual amenity.

Ref. No: 2018/0486/FUL

Demolition of existing extension, construction of new extension and associated external works.

Gillibrand House Wood Lane Parbold Wigan Lancashire WN8 7TH

Parish Council Response: Parbold Parish Council has no objections to this application as the extension is proportionate in the greenbelt, compatible with the existing buildings, but council may be concerned that the external garage is quite large.

Application Number: 2018/0409/FUL

Installation and operation of a solar installation and associated infrastructure.

Land To The East Of Lords Cottage Hall Lane, Lathom And Pilkington Technology Centre Hall Lane, Lathom

Parish Council Response: Parbold Parish Council objects to this proposal because these would be large industrial structures over an extensive area of greenbelt, highly reflective and so visible, immediately next to stone wall forming garden area boundary. There is immediate impact on the views from Parbold Hill, within our parish, spoiling the current panoramic tourist attraction. This could also lead to infilling of open area left between this site and buildings of Historic Lathom Park.

10. To discuss keeping a log of drain problems in the village - road drains and areas prone to flooding

Cllr Stopford had logged 55 blocked gullies in Parbold on the main roads and sent all the information through to Lancashire County Council. He had received a helpful response detailing a structured way of dealing with them. He agreed to continue to monitor the state of them and the matter will be returned to for review around October - November - time. It was considered important not to reach another winter without them having been cleared out.

It was also agreed to ask Network Rail to sort out the drainage in the station subway because these were visible blocked now.

There are around 220 drains in total in the village (main roads, not including estates) but most do not suffer from blockages.

11. To discuss footway problems between Parbold and Newburgh Village; pavements and public rights of way

Walking along the public right of way from the Windmill to Newburgh, along side of canal and up the hill until it reaches Newburgh School, the pathway is very uneven and horrendously muddy. The Council is asked to consider a proposal to resurface the 3/4 mile stretch with all weather surface gravel. It was agreed to discuss the matter further with Newburgh Parish Council and in the meantime, Cllr Stopford will investigate who owns the land.

It is understood that Burscough Parish Council have begun a very similar project using money from West Lancashire Borough Council.

12. To agree notes for inclusion in next PCA Newsletter

An enormous thank you to everyone who helped with the recent litter pick and to those who have agreed to cover a particular stretch on a regular basis. There are still some litter-picking kits available if you think you might be able to help. Any commitment, however infrequent, will assist so please email the clerk if you would like gloves, bags and litter-picker. We want to see the equipment used, not stored in a shed.

Your Parish Council meets monthly, usually on the first Friday of the month except August at 7.30 pm in the Women's Institute Hall. Please do come along to a meeting and see for yourself what is going on.

As summer approaches and the various festivals, fayres and fetes begin, please take a quick look to check that there are no overhanging tree branches encroaching across the pavement. If you are attending events locally, please consider walking to them and leaving your car at home, so that those from further afield can use the car parks rather than them using our streets, outside homes, for parking. When parking please leave room for emergency vehicles should they need access and pavement space for prams and wheelchairs. A huge thank you to everybody working to make everywhere look amazing for these vibrant village events and the organisers for arranging entertainment.

13. Councillors' agenda items for future meetings

Cllr Blake - the waste land off Station Road to the left behind West View, being used for car parking - is in a very poor state of repair with overgrown verges. The Borough Council dealt with a diseased tree some years ago as a one off job. Cllr Blake said that Canal & River Trust very many years ago used to keep this land in good order. Cllr Blake was asked to request that WLBC find out who owns the land and request the land owner to deal with it.

Cllr Blake used this section of the agenda to update on WLBC's undertaking a programme of work to eradicate Knotweed and Hogweed on Council land will commence in 2 weeks time over a 3 year period.

Cllr Bithell - what is happening about the proposed phone mast on Tan House Lane? Can the Parish Council write to them and steer them towards something as palatable as possible, talk about the design - can it be green?

Cllr Schaffel - wants Councillors to start thinking about somewhere we could provide another car park, perhaps Mill Leat?

Cllr Bailey - The litter bins and dog bins in particular around the village are in an extremely poor state of repair. The Clerk reported attending a meeting with Heidi McDougall over a year ago when she said there was going to be an audit of bins and replacement of old ones, but that dog bins were no longer being replaced as any bin can now be used. As a Borough Council matter, Cllr Blake was agreed to enquire where this was up to and when Parbold bins can be replaced. The bins in the play areas and along The Common will be replaced shortly

Chairman:

by ones bought by Parbold Parish Council, but there are many others around the village that are in a poor state of repair.

Poor parking was again raised and particularly at the entrance to Brandreth Drive. The Clerk was asked to inform PCSO Andy Holderness.

There being no further business the Chairman closed the meeting at 9pm

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Chairman - Cllr Brian Arnold

6th July 2018