

Minutes of the meeting of the Parish Council at 7.30 pm on Thursday 5th April 2012 at Parbold Women's Institute.

Present: Cllr Bailey, Cllr Arnold (Vice Chairman), Cllr Mrs Blake, Cllr Mrs Butts, Cllr Mrs Middleton, Cllr Stapleton.

1. To record apologies for absence

Apologies were accepted from Cllr Bithell, Cllrs Mrs Houlgrave, Cllr Mrs Raju, Cllr Mrs Wess.

2. To receive declarations of interest

None

3. To sign as a correct record the minutes of the meeting held 2nd March 2012

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

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.

Stephen Morgan, secretary to the Parbold Village Festival Committee attended to discuss the proposed move back to Alder lane fields.

The Chairman explained that advice from WLBC was that vehicles be prohibited from the playing fields.

Stephen confirmed that heavy goods vehicles with large fairground rides were not likely to be used in future and only small fairground rides pulled by transit van envisaged. Marquees can be set up on the pitch without the need for vehicles to be on the field. However, stall holders would want to drive cars onto the pitch to set up and the smaller fairground rides will need transit vans to pull them onto site. He suggested that the fairground rides could be sited around the pitch to keep the vans off the playing area. Stephen's major concern is the bad weather clause. The Parish Council Chairman believed that this clause would no longer be necessary as the new drainage system on the field makes it dry very quickly after heavy rain.

5. Alder Lane:

- **To agree terms for Parbold Village Festival to return to Alder Lane Fields in 2013**

It was resolved to allow use of the fields for the Parbold Village Festival in July 2013, on condition that only light vehicles be permitted onto the pitch and that there would be a review immediately after the event to consider and record the condition of the playing fields. The Parish Council will not withdraw permission should heavy rain precede the event but do expect the Festival Committee to take any steps necessary to mitigate damage in such circumstances. The Parish Council ask to see a written contingency plan of mitigation

measures that will be taken in the event of heavy rain to reduce damage to the surface of the field. The Village Festival Committee must accept responsibility for any damage caused to the pitch and supervise what vehicles do enter the field. The entrance used for the field is of particular vulnerability as the drainage system for both pitches meets here and the landfill cap is close to the surface, so care must be taken.

- **To determine car park maintenance and update on Grantscape application**

The Clerk updated the meeting and reported that a Grantscape application for £10,000 towards resurfacing costs had been submitted.

It was agreed to set aside up to £400 for filling the potholes and rolling as an interim measure.

- **To agree actions in regard to Shevington Sharks lease and changing room facility**

The Council was informed that Shevington Sharks have concerns about the existing shipping containers, which are rotting and the flooring failing in sections. They have access to funding for changing facilities but require a longer lease to ensure that they have security of tenure to use facilities if they have installed them.

It was agreed in principal to offer a five year lease from September 2012 to allow Shevington Sharks and the Parish Council to work together to seek funding for changing facilities.

The meeting considered any complaints against the use of the fields by Shevington Sharks and noted only parking issues had been a problem.

Siting of changing rooms was considered briefly with a preference that they be sited on scrub or copsed area towards the canal bank rather than on the car park itself so as to maximise car parking for the fields.

It was agreed in principle that changing rooms of a portacabin construction would be permitted subject to further discussion about liability for costs of rates, utility charge, cleaning etc. and combined club and community use.

- **To determine actions on hedging to either side of the access gate to the pitches**

The Clerk reported that application had been submitted for a jubilee hedging pack from The Woodland Trust with an expected response in September/October 2012.

It was resolved to purchase crossbars to complete the football goalposts and have these installed as soon as possible.

The Clerk was asked to offer the fields for hire via the PCA newsletter, as Parish Councillors had noted a demand for football fields, particularly for junior team use.

6. To ratify accounts and authorise payment of accounts presented

280212	E A Broad	Salary (January 2012)	s.o.	£ 660.74
280212	Sherwoods	Grass cutting contract	s.o.	£110.90*

The above standing orders were not paid due to a bank error. Whilst on 28th January 2012 the amount paid to the Clerk was £699.38 rather than £660.74. Therefore the following will replace them:

280312	E A Broad	Salary (Feb/March 2012)	s.o.	£1282.84
280312	Sherwoods	Grass cutting contract Feb/March)	2209	221.80
280312	David Secrett	Cleaning & Gardening services	s.o.	£128.00
050412`	Inland Revenue	Tax & NI contributions	2210	£88.39
050412	Parbold WI	Room hire	2211	£22.00
050412	R I Taylor (electrical work village hall)		2212	£163.20

Bank Balances as at 31st March 2012

Current Account:	£	89.14
Reserve Account:	£	97,570.97
TOTAL:	£	97,660.11

The accounts were ratified and authorised for payment.

7. To receive annual accounts for financial year 2011/12 if available

Printed copies of the income and expenditure sheets were not available though had been distributed by email to those councillors on email. The accounts were agreed subject to ratification following review by Cllr Stapleton and Cllr Bailey.

8. To complete External Audit form of accounts including Statement of Governance

The figures for the external audit form were accepted and the Statement of Governance duly signed.

9. Village Hall:

- **To receive notes from PCA/Parish Council Liaison meeting on 7th March 2012**

The notes were distributed to Councillors. Concern was expressed about the alarm on the exit doors to the main hall, the poor condition of the fence panels around the electricity substation at the rear of the hall and the age of the boiler. Councillors noted that the PCA was applying for a grant which would include upgrading the boiler but accepted that monies must be set aside for a new boiler if this funding was not forthcoming.

10. To note Planning and Planning Applications

Application Number: 2012/0199/FUL
Proposal: Two storey extension to side.
Location: 11 Southdene, Parbold, Wigan, Lancashire, WN8 7PQ

Parbold Parish Council has no objections to this application.

It was noted that WLBC Planning Committee will be considering the application at 76a The Common on Thursday 12th April 2012, with the Planning Officer's recommendation that the application be refused.

11. Queen's Diamond Jubilee - to decide whether to add a plaque to Jubilee Gardens

It was resolved that, subject to cost, the stone be re-worded to read:

Parbold Parish Council
Queen's Jubilee Garden
1952 - 1977 - 2012

and repositioned to be more visible for the public. The Clerk was asked to contact the Tree Wardens and ask for their opinion on how the Jubilee Garden can be enhanced in Jubilee year.

12. To receive update and determine arrangements for an Official Opening of the Chapel Lane Footpath

The Clerk was asked to circulate the Invitation List to all councillors.

A maximum budget of £200 was agreed and it was resolved to ask the Mayoress to cut the ribbon.

Cllr Arnold agreed to approach the Stocks Tavern as an alternative to the Women's Institute Hall as a venue for refreshments.

13. To discuss road repair at bridge on Alder Lane

It was noted that the bridge will be repaired over a Sunday 15th April. The Parish Council noted that the grass verge opposite was overgrown and untidy and the Clerk was asked to request LCC Highways, via County Councillor David Westley if this might be tidied at the same time whilst the road was closed.

14. Update on Mill Leat drainage work

Trevor Dunn WLBC agreed that the Parish Council be kept informed and invited to comment before the work is signed off in around a month's time.

15. To determine actions in regard to the Annual Meeting of May 4th

It was resolved to hold the Annual Parish Assembly at 7pm and the Annual General Meeting of the Parish Council at 8pm on Friday 4th May 2012.

Cllr Mrs Blake asked that her apologies be recorded as she is unable to attend on that date.

16. To determine representation at forthcoming meetings

The CPRE (Campaign to Protect Rural England) AGM was noted as 27th April 2012

17. Councillors' agenda items for future meetings

Cllr Arnold - Greenfield Avenue – painting/replacing fence panels around electricity substation.

Cllr Middleton – transferral of Royal Bank of Scotland to Santander

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

Chairman – Cllr R M Bailey

Clerk - Mrs E-A Broad

Date