

# Parbold Parish Council

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**Clerk: Beth Joule**  
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**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 5<sup>th</sup> November 2021  
in Parbold Village Hall, The Common, WN8 7DL**

Present: Cllr Arnold (Chairman), Cllr Blake, Cllr Butts, Cllr Gill, Cllr Long, Cllr Shaffel.  
Cllr Holland, Cllr Stopford, Cllr Carruthers, County Councillor Rob Bailey.

One member of the public in attendance.

## MINUTES

### 1. To record apologies for absence

Apologies were accepted from Cllr Bithell

### 2. To receive declarations of interest

None declared.

### 3. 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.**

Gary Smith attended the meeting over concerns about comments that the previous clerk had made in the recent newsletter regarding this year's Parbulele. He stated that the only complaint that he had received was from a resident in Mill Leat regarding parking. It was also noted that there had been good support from residents for the Parbulele festival, however the organisers state that it is unlikely to run in 2022. The council would like to recognise the donation made from the proceeds of the Parbulele festival to the NHS.

### 4. To discuss parking problems during previous and future Festivals

The issues around public parking during the festivals appear to be centred around Beech Avenue and the A5209 outside the Wayfarers. The fact that two festivals were running simultaneously is likely to have exacerbated the problem of where to park. The Parish Council have concerns over future festival parking unless a solution can be found.

It was agreed in principle that the village festival can use the Alder lane field on Saturday 9<sup>th</sup> July, but that for any other date over that weekend an application must be made to the Parish

Council. This is the case with all applications to use the Alder lane field as there is no automatic right to reserve dates.

**5. To ratify as a correct record the minutes of the meeting held 1<sup>st</sup> October 2021**

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

**6. To ratify payment of £100 under LGA 1972 Section 137 to assist the Community Carol Group**

This was agreed.

**7. To apprise the council of CIL funding and consider projects it might support**

It was decided to discuss this further at the next meeting when the new Clerk has had time to explore this and become more familiar with the process.

**8. Village Hall Matters**

**To decide a meeting date to discuss the management agreement and architect fees with PCA Members**

A suitable date for all parties has yet to be determined for a meeting to discuss the management agreement. As the Parish Council had already agreed to fund half of the architect's fees it was resolved not to pay the other half,

**9. Alder Lane Issues**

- **To agree meeting with Parbold Wildlife Group to discuss management of Chapel Meadow**

A meeting took place on Thursday 21<sup>st</sup> October between Cllr Arnold, Cllr Butts, Cllr Gill, Cllr Schaffel and representation from Parbold Wildlife Group. Although the Chapel Meadow site remains in good condition overall the restrictions imposed by the coronavirus pandemic have meant that some key management tasks could not be performed. Some areas have become overgrown and have encroached on paths and there have been some unwanted changes to the vegetation. This has been exacerbated by the increased use of the meadow during lockdowns.

An updated management plan is now in place that will help to protect and improve the diversity of the site. The Parish Council will consider the extra projected financial need during their budget process.

The Parish Council are funding the purchase of a recycled plastic bench to replace the wooden one that is in disrepair. An additional bench will be placed into the meadow.

**10. To discuss Christmas decorations**

**To donate £50 to Parbold WI to contribute to electricity for the Christmas tree**

**Agree to pay LCC charges for lamp post lighting**

It was resolved to send £50 to Parbold WI to assist with the electricity usage for the Christmas tree, and to pay the LCC charges for decorating the lamp post with seasonal lighting. It is expected that this will cost approximately £500.

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

191021	Community Carol Group	Sec 137 grant for service	3029	£100.00
191021	PCA	Amount annually paid to support newsletter	3030	£150.00
191021	PCA	Room hire for interviews 8 <sup>th</sup> October 2021	3031	£34.00
191021	PWI	Room hire for interviews 15 <sup>th</sup> October 2021	3032	£24.00
191021	Wrightington Windows	Cleaning VH	3033	£20.00
191021	O2 CCTV contract		DD	£21.90*
051121	L Davis	Grass cutting contract	3034	£1,767.00
051121	SLCC	Membership fee = £166 plus £12 new Member fee	3035	£178.00
051121	PCA	Room hire for meeting 051121 and PWG meeting 21/10, Clerks meeting 22/10	3036	£34.00
051121	E Joule	Clerk's salary (25 <sup>th</sup> – 31 <sup>st</sup> October)	3037	£207.68
051121	Parbold WI	Contribution to electricity for Xmas tree	3038	£50.00
051121	Lewis Small	Tree Kings to replace stopped cheque	3039	£1,200.00
051121	Chris Horridge	Chapel Meadow footpath	3041	£235.00
051121	E Broad	Clerk handover services	3040	£534.00

\*contains VAT

Cheque made payable to Lewis Small for Tree Kings maintenance on Bramble Way trees was sent to the address on the invoice - 6 North Drive, Appley Bridge. However, Lewis Small left that address six months ago and hadn't amended the invoice details. An attempt was made to retrieve the cheque without success. A stop has been placed at the bank and new cheque issued.

The accounts were ratified and authorised for payment.

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

Ref. No: 2021/1230/FUL

Proposal: Increase in size of two existing dormers, single storey rear extension to form conservatory and shed. (part retrospective )

Location: 9 Brandreth Drive Parbold Wigan Lancashire WN8 7HB

Parish Council Response: No objection to retention of rear extension, however the Parish Council has concerns regarding the proposal to extend the existing dormers. In our view the submitted plans do not show sufficient degree of clarity, and any increase in the extent of the existing dormers would severely distort the appearance of the roof to the dwelling.

Ref. No: 2021/1222/FUL

Proposal: Extensions and alterations to existing dwelling, proposed replacement garage and associated external works.

Location: 25 The Common Parbold Wigan Lancashire WN8 7DA

Parish Council Response: No objection to this proposal.

## **13. To agree wording of parish council notes in the next PCA Newsletter item**

The following text was agreed to forward for inclusion in the next newsletter:

Parbold Parish Council continues to meet on the first Friday of each month and now has a new clerk, Beth Joule from Bispham Green. Full contact details are on the website at [parbold-pc.gov.uk](http://parbold-pc.gov.uk) but email to [parboldpc.clerk@yahoo.com](mailto:parboldpc.clerk@yahoo.com) is preferred. If you have any issues to raise with the Parish Council, please do not hesitate to get in touch.

You may have noticed the change in speed limit on the A5209 from the motorway junction through to just above the church on Parbold Hill. This is where the proposed "red route" clearway is proposed, there should be a resolution on this proposal shortly.

As in previous years, the Parish Council will give a contribution to Parbold WI towards the additional electricity costs created by lighting the village Christmas tree; pay for the brass band accompaniment for the Community Carol Service and meet the LCC charges for Christmas illuminations on the lamp posts. We hope this funding assists in creating the very special Christmassy feel the volunteers in our village create and we thank them for their hard work to generate this fabulous atmosphere. Merry Christmas to everyone.

## **14. Update on Councillor raised issues: -**

- **To arrange repairs of potholes on The Common near the shops**

The Parish Council has received a quotation which has been circulated. Further enquiries are to be made and discussed at the next meeting.

### **15. LCC Parish conference update - 13<sup>th</sup> November 2021**

The Parish and Town Council conference is to be held on Saturday 13<sup>th</sup> November at County Hall, Preston and online. It is entitled “Working Better Together” and the programme includes presentations from County Councillors and the Police and Crime Commissioner. It will emphasise the benefits of better working between LCC and parish and town councils. Attendance from Parbold Parish Council is to be encouraged.

### **16. Councillors’ agenda items for future meetings**

Cllr Holland raised the issue of leaves being blown into the road gutters, not only by nature but also through the use of hand held leaf blowers. Could this issue be highlighted by the Parish Council to prevent blocked drains and minimise the risk of flooding.

Cllr Holland also raised the issue of overgrown hedges near to the telephone exchange close to the junction of Tan House lane and The Common. These could become an issue for pedestrians.

Cllr Carruthers reported that the request to the owners of the Station house, next to the railway station, to tidy up the front garden area has not been complied with. Further contact needs to be made to follow this up.

Cllr Stopford asked whether there is any update on the drainage issues at the old Royal Bank of Scotland site.

Cllr Blake raised the issue of overgrown and overhanging bushes and trees outside nos. 30 and 32 Station Road. The Parish Council have received complaints that the hedges protrude out over the pavement outside the properties which blocks light and makes it difficult for pedestrians to pass safely. The Clerk was asked to write to the owners/occupiers to ask that this issue be remedied.

### **17. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press, leave the meeting during the consideration of the remaining items on the agenda.**

No members of public present.

### **18. Update on Land Registration issues**

These matters are progressing, the Parish Council is looking to finalise both the Village Hall and The Heys land registration in the near future.

**19. To determine amount of any grant issued to Parbold WI request for funding assistance with refurbishment project.**

A meeting was held on Friday 5<sup>th</sup> November with the Chairman and representatives of the WI. It was proposed that the Parish Council pay the third party contribution of the grant received by the WI, amounting to £2750.00, in order to support the WI in their efforts to maintain and improve their building. This was ratified by the Parish Council and agreed that the Council would look to support possible future grants by way of third party contributions.

**20. To confirm appointment of Beth Joule as Clerk and RFO and issue Clerk's Contract of Employment**

The contract was agreed with the proviso that two amendments were made:

- 17.1 the wording to be amended to include "6 months full pay and 6 months half pay after 6 years service
- 22.2 the wording amended to read "...you should raise it with the relevant authority at Borough Council" instead of repeating "the Chairman of the Council" in the final sentence.

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

*Cllr Brian Arnold*  
*Chairman*

*5<sup>th</sup> November 2021*