

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 2nd May 2017 in the Village Hall, Warton

PRESENT: Councillors K Briggs (Chairman), D Clough, A Hilling, W Muckle, C Peacock and Mrs L Simmonds.

MEMBERSHIP: The clerk reported that he had written to Councillor Mrs Dent expressing members concerns. As a result he had been contacted by Councillor Mrs Dent and had discussed the reasons for the absences and her steps taken to solve the problem in future. Members considered the additional information supplied and agreed that they did not wish to lose the valuable services of a long serving and experienced member of the council and with receipt of assurances on future attendance the clerk was instructed to advise Councillor Mrs Dent that she would be welcome to continue as a member of the parish council.

IN ATTENDANCE: J W Ball (Clerk to the Council) and D Bland (Internal Auditor to the Council). No members of the public were in attendance.

APOLOGIES: Apologies for absence were received and accepted from Councillor Mrs Barker and District Councillor Mrs Sykes.

17.107. DECLARATIONS OF INTEREST: No declarations of interest were made for items covered by the agenda.

17.108. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 4th April 2017 having been circulated, be approved and signed by the chairman as a correct record.

17.109. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS: The clerk reported that i) a new litter bin had been supplied by Lancaster City Council and installed at Millhead ii) no response had been received from either P.C. Messingham or Morecambe police concerning the request for information on a volunteer traffic observation scheme currently operated by Cumbria Constabulary iii) a request had been submitted for Lancaster City Council to include the new litter bin installed on the Weir Playground as part of their litter collection service iv) Councillor Peacock had agreed to represent the parish council at the LALC Spring Conference v) reports of vandalism to the former Millhead Nursery building had not received a response from the local police team and the building had now been made secure by the owners vi) notification had been received from Millenium Computers that a service and annual review was available for the parish council's IT equipment vii) information had been received concerning the Lancaster University Community Day planned for Saturday 6th May viii) emails had been received from John Ashford of Millhead that did not appear to concern the parish council – members agreed no action to be taken ix) Lancaster City Council Planning Department had been asked for advice on planning application 17/00295FUL and Potts Cottage garden extension and a response was awaited x) other items of interest to members had been circulated as received.

The clerk was thanked for his report.

THE CHAIRMAN ADJOURNED THE MEETING FOR A PERIOD OF PUBLIC PARTICIPATION:

17.110. PUBLIC PARTICIPATION: No items were raised by members of the public.

THE CHAIRMAN RECONVENED THE MEETING.

17.111. REPORT FROM DISTRICT COUNCILLOR MRS SYKES: District Councillor Mrs Sykes was unable to attend the meeting and a report was not available.

17.112. STANDING ORDER 25: Members noted that no action had been taken under the provision of Standing Order 25.

17.113. PLANNING MATTERS: a) Members reviewed planning applications received as follows:

600(2017) – Tree Preservation Order Land at Warton Grange Farm, Farleton Close, Warton – No objections raised.

17/00431/FUL – Demolition of existing conservatory and erection of a single storey rear extension for 16 Westover Road, Warton – No objections raised.

17/00458/FUL – Erection of a part single part two storey-side extension to existing annex to facilitate the conversion to a separate dwelling with associated landscaping and creation of a new access point for Mr and Mrs J Collins, 184 Main Street, Warton – No objection raised.

17/00320/FUL – Erection of a replacement detached garage for Mr D Tilburn, 1 Beech Grove, Warton – No objection raised.

17/00489/FUL – Erection of a single storey rear extension, demolition of existing front and rear dormer extensions and construction of dormer extensions to the front and rear elevations, installation of replacement windows and doors and rendering to all elevations for Mr and Mrs Newton, 3 Well Lane, Warton – No objection raised.

17/00478/AD – Agricultural Determination for erection of a storage building for Mr M Allen, Hynning Barn, Borwick Lane, Warton – No objection raised.

b) Members noted the current status of planning applications already reviewed as follows:

16/00890/RCN – Reviewed 6th September meeting – Awaiting decision

17/00038/VCW – Reviewed 7th February meeting – Awaiting decision

LCC/2017/0024 – Reviewed 7th March meeting – Awaiting decision

17/00100/CU – Reviewed 7th March meeting – Application permitted

17/00182/FUL – Reviewed 7th March meeting – Application permitted

17/00226/FUL – Reviewed 4th April meeting – Awaiting decision.

17/00295/FUL – Reviewed 4th April meeting – Awaiting decision

17.114. FINANCE: a) Members noted the financial summary for April 2017 as follows:

	Opening Balance	Current Account	10542.47	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson	1837.10	

		Account		
		Emergency Fund Acc	<u>195.33</u>	28389.49
Receipts				
04.04.17	HM Customs & Revenue – VAT Refund		899.16	
06.04.17	Lancaster City Council – Precept		<u>18563.00</u>	<u>19462.16</u>
				<u>47851.65</u>
Payments				
04.04.17	LALC – membership Fee		303.33	
04.04.17	A W Jenkinson – Hardwood Chippings		888.00	
04.04.17	E & R Wilson Fund –Grant Payment		1000.00	
04.04.17	E & R Wilson Fund –Grant Payment		200.00	
04.04.17	E & R Wilson Fund –Grant Payment		200.00	
06.04.17	J W Ball – Salary		363.00	2954.33
				<u>44897.32</u>
	Closing Balance	Current Account	28450.30	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson Account	<u>437.10</u>	<u>44897.32</u>

b) Members authorised payments and signed cheques for the following accounts:

George Washington Hotel – Toilet Water Charges - £845.74 – 1887

Zurich Municipal – Insurance - £1403.04 - 1888

P Doey – Parish lengthsman - £464.33 - 1889

Tom Oliver – Toilet Works - £45.00 – 1890

c) Draft Financial Statement 2016/2017 Financial Year.

The clerk issued copies of the draft Receipt and Payment Account for the 2016/2017 financial year and discussed the entries with members. Members agreed that the account be submitted for internal audit verification. The clerk informed members that papers for the external audit had been received from BDO.LLB.

d) Budget Statement 2017/2018 Financial Year

The clerk issued copies of the budget statement for the 2017/2018 financial year and discussed the entries with members. Members agreed that the budget statement be adopted.

17.115. PUBLIC TOILETS: Councillor Clough raised concerns that the proposed payment to Tom Oliver for opening and closing the toilets on a daily basis at £10 per month was too low and a payment of £15 to £18 per month be considered. Members agreed to give the matter thought and discuss further at the June meeting.

17.116. SPARROW PARK: The clerk reported that the Parish Lengthsman had already identified the need for some re-pointing between the paving flags and he would undertake the work.

17.117. ELIZABETH AND RICHARD WILSON CHARITABLE FUND: The clerk reported that the agreed payments had been made and the fund balance was currently £437.10. Payment from the fund trustees for the 2016/2017 financial year was awaited.

17.118. THE WEIR CHILDREN'S PLAYGROUNDS: The clerk reported that 30 cu.mtrs of surfacing had been delivered and spread as required by volunteers.

17.119. PARISH LENGTHSMAN: The clerk reported that the Sand Lane bus shelter had been repaired and moss removed from the Millhead shelter roof. A tree blocking the footpath near to the allotments required removal and would be reported to Mr Doey for action.

17.120. SPEED DETECTION DEVICE: Control of the speed detection device had now been passed to the Parish Lengthsman for his action.

7.121. EMERGENCY RESPONSE PLAN: Councillor Clough reported that the draft plan would be considered by Lancaster City Council officers for amendment and advice.

17.122. REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY: The clerk reported that the registrations were with solicitor for his action.

17.123. PARISH COUNCIL WEBSITE: The clerk reported that work was in hand.

17.124. PRE APPLICATION PLANNING OPEN EVENING: The clerk reported that an invitation had been received to attend the open evening planned to discuss Lancaster City Council proposals to include parish council in re-application planning meetings. The clerk agreed to attend the meeting to represent the parish council.

17.125. HEALTHIER FINANCE PROJECT: Members noted the information supplied.

17.126. ROAD GATEWAYS: Members discussed the information supplied by JACS (UK) Ltd and requested the clerk to seek further details.

17.127. LANCASHIRE COUNTY COUNCIL COUNTRYSIDE SERVICE: Members considered the information supplied by the Countryside Service concerning proposals to withdraw aspects of cover because of financial restrictions. Control and overview of Warton Crag Quarry would cease to be carried out by the Countryside Service and an appeal for a joint operation of control of the quarry by local organisations was proposed. The clerk was requested to contact the Countryside Service and seek further information.

17.128. MILL LANE FOOTPATH IMPROVEMENTS: No further action to report.

17.129. ITEMS OF INFORMATION FROM MEMBERS: i) Councillor Clough reported that the Reverend Robin Figg had been appointed as the minister of St Oswald's Church in Warton and would take up his role in June 2017 ii) Councillor Peacock reported that the development of Warton Mires by the RSPB was progressing with support from the Environment Agency, Natural England and other environmental bodies. Currently ongoing maintenance requirements were being considered and funding avenues were being explored. A final hydrological survey was still to be carried out before further progress with planning arrangements could be carried out.

17.130. DATE AND TIME OF NEXT MEETING: Members agreed that the next meeting of the Warton Parish Council would be held on Tuesday 6th June 2017 at 7.30pm in the Village Hall Warton.

Items for inclusion in the Agenda to be notified to the clerk by Monday 29th May 2017.

Chairman ----- Date -----

Minutes subject to agreement at the next meeting of the Warton Parish Council.