

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 4th June 2024 in the Village Hall Warton.

PRESENT: Councillors Mrs J Cody, K Barkley, A Hilling, C Lee, W Muckle, F Senior and Mrs L Simmonds.

IN ATTENDANCE: Mr J W Ball – Clerk to Warton Parish Council

APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Councillor K Briggs, County Councillor Mrs P Williamson and District Councillor Mrs S Tyldesley.

24.084. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on the 7th May 2024, having been previously circulated, be accepted as a true and accurate record of proceedings at the meeting and be signed as such by the chairman.

24.085. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA: The clerk reported that: i. a cheque for £1947.05 had been forwarded to Zurich Municipal Insurance as payment for the 2024 Parish Council insurance charge.

ii. Councillors Mrs Cody and Muckle were unable to attend the Mansergh Apprentice Charity held on 29th May 2024 because of insufficient notice of the meeting date.

iii. Councillors agreement to the planned Crag footpath improvements had been forwarded to Dougie Wilson together with a request for similar work to be carried out on Occupation Lane.

iv. Details of the Lancaster District Open Space Assessment had been forwarded to Members for their consideration.

v. The next meeting of the LALC Area Committee had been held in Morecambe Town Hall on 22nd May 2024.

vi. An inspection of the Mill Lane (Sand Lane) bus shelter had been carried out following a report that it was considered to be in a dangerous condition. The structure was considered to be safe with the walls, although not entirely upright, braced with metal supports.

vii. District Councillor Jackson Stubbs had contacted the clerk as the newly elected representative for the Millhead Ward to advise Members that he would be available for help and support with matters requiring assistance, including the Millhead Children's Play Area. Members instructed the clerk to invite District Councillor Stubbs to future meetings and to advise that the play area was the responsibility of Millhead Village Hall and not the parish council.

Other items had been reported to members as received.

The clerk was thanked for his report.

THE CHAIRMAN ADJOURNED THE MEETING FOR A PERIOD OF PUBLIC PARTICIPATION

No items were raised.

THE CHAIRMAN RECONVENED THE MEETING

24.086. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting but had updated the clerk on the latest developments concerning the Gardner Road Catch Pit and Drain Repairs, detailed at item 24.095.

County Councillor Mrs Williamson was thanked for her continued support.

24.087. REPORT FROM DISTRICT COUNCILLOR MRS S TYLDESLEY: District Councillor Mrs Tyldesley was unable to attend the meeting and had notified the clerk that she had nothing to report.

District Councillor Mrs Tyldesley was thanked for her continued support.

24.088. MANSERGH APPRENTICE CHARITY REPORT: Councillor Senior reported that 6 apprentices had been awarded £600 each by the charity as a result of their efforts as apprentices. The meeting was attended by the young people and their parents.

24.089 STANDING ORDER 25: The clerk reported that no action under Standing Order 25 had been necessary since the last meeting of the parish council.

24.090. PLANNING MATTERS: a) The following application had been received for review and comment by members.

24/00548/LB – Listed building application to re-render the southern elevation, removal of wall between kitchen and dining room, reinstate ground floor dividing wall, raise existing dining room floor, re plaster walls in kitchen, remove staircase from kitchen and banister from room above, installation of en-suite to master bedroom, installation of timber partition in eastern room to form 2 rooms and installation of secondary glazing to 4 no first floor windows, for Mrs Emma Spencer, 57 Main Street Warton – No objection raised.

b) Members noted the current status of planning applications reviewed by members at previous meetings of the parish council as follows:

23/01290/FUL – Reviewed 6th February 2024 Meeting – Awaiting Decision
 24/00389/VCN – Reviewed 7th May 2024 Meeting – Awaiting Decision
 24/00407/RCN – Reviewed 7th May 2024 Meeting – Awaiting Decision
 24/00412/FUL – Reviewed 7th May 2024 Meeting – Awaiting Decision
 24/00331/FUL – Reviewed 7th May 2024 Meeting – Awaiting Decision
 24/00443/REM – Reviewed 7th May 2024 Meeting – Awaiting Decision

24.091. FINANCE: a) Members noted the financial summary for May 2024 as follows:

Opening Balances – All Accounts

Current Account	50127.29
Village Improvement Account	12640.11
Investment Account	8058.47
Playground Account	4540.77
E & R Wilson Fund Account	<u>96.80</u> 75463.44

Opening Balance – Current Account 50127.29

Receipts

03.05.24 Play Equipment Acc – Transfer on Closure (inc.int) 4542.25
 54669.54

Payments

06.05.24 JW Ball Salary 467.64
 07.05.24 T Oliver – Toilet Work - April 135 .00

1421

07.05.24 Marmax Products Ltd – Bench & Picnic Tables	1940.40
07.05.24 Oswalds PCC – Flag Pole Donation	1000.00__
08.05.24 Npower – Toilet Electricity	45.86
25.05.24 Zurich Municipal – Insurance	<u>1947.05</u> <u>5535.95</u>
	49133.59

Closing Balance Current Account 49133.59

Closing Balances – All Accounts

Current Account	49133.59	
Village Improvement Account	12640.11	
Investment Account	8058.47	
E&R Wilson Fund Account	<u>96.80</u>	<u>69928.97</u>

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

Garry Marsh – Internal Audit Fee - £100.00 - 2353
Thomas Oliver – Toilet Work May 2024 - £137.50 – 2354
CPRE – Membership Fee - £60.00 – 2355
Jenkinson Forreest Products – Wood Chip - £4650.00 - 2356
P Doey – Membrane Purchase - £284.89 – 2357
Lancashire County Council – Radar Speed Sign Erection - £2774.40 - 2358

c) Closing Balance – Budget Total Discrepancy

Councillor Barkley requested the clerk to clarify an apparent discrepancy between the reported total balance of 2023/2024 accounts and 2024/2025 Budget figures. The clerk agreed to investigate and report to members at their July meeting.

d) Review of the 2023/2024 Financial Statements (AGAR)

The clerk discussed financial information making up the 2023/2024 Financial Statements (AGAR) with members prior to their agreement. He advised that until the external audit had been completed by PKF Littlejohn LLP the statements should be considered as draft only. Members agreed that the period for the exercise of public rights would commence on 17th June 2024 and end on 26th July 2024 (30 working days). The period dates to be displayed on the Warton Parish Council Website and notice boards.

24.092. LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS:

Nothing further to report – formal consultation awaited.

24.093. EVOLIS SPEED RECORDING EQUIPMENT: The clerk reported that a survey of the positions for the poles to carry the speed recording equipment had been carried out and agreed with Des Retallick of Lancashire County Council Highways Dept prior to installation. Members agreed that the clerk make the necessary arrangements for the purchase of 3 Evolis Solar Radar Units to be erected by Lancashire County Council staff.

24.094. COMMUNITY ROADWATCH SCHEME: The clerk reported that he had not been contacted by anyone wishing to volunteer for the scheme. Members agreed that the item be removed from future agendas.

24.095. GARDNER ROAD CATCHPIT REPAIRS: The clerk reported that he had been advised by County Councillor Mrs Williamson that RSPB had requested that Lancashire County Council suspend the scheduled work until after August 2024 to protect rare birds

nesting on site. Members reluctantly accepted the proposed delay but requested a precise date in August when work could commence and consideration be given to a reduction in the 3 week dry period required prior to a start date.

24.096. ROODS PLAY AREA: The clerk reported that the picnic tables and bench had been installed. Members requested the clerk to arrange for the supply of a waste bin.

24.097 HAGS CAROUSEL INSTALLATION: Members agreed that Councillor Lee contact HAGS to agree sections of the purchase contract to be carried out by Warton Parish Council and report back to members at the July meeting.

24.098. WEIR PLAY AREA REFURBISHMENT: The clerk reported that the planned removal and replacement of the membrane and woodchip had been agreed and work would take place prior to the July meeting. A full report of progress made would be provided by the clerk at that meetings.

24.099. WARTON EMERGENCY PLAN: The clerk reported that the updated plan would be available for consideration at the July meeting of the parish council.

24.100. 80TH ANNIVERSARY OF D-DAY CELEBRATIONS: The clerk reported that the lighting of the Warton Crag Beacon had been cancelled because it had not been possible to clear the site of scrub and undergrowth. Councillor Muckle would represent Warton Parish Council at the event organised by Lancaster City Council.

24.101. PROVISION OF VILLAGE HERITAGE PLAQUES: The clerk reported that Mr Allan Bird was unable to attend the meeting to make a presentation because of prior commitments. He would attend the July meeting instead.

24.102. CIVILITY AND RESPECT PLEDGE: Councillor Barkley had updated a version of the Local Authority Code of Practice that was felt to adequately cover the areas of the Civility and Respect Pledge for presentation to members at the July meeting.

24.103. UPGRADE OF FOOTPATH TO BRIDLEWAY ON THREAGILL LANE WARTON: Members considered the implications of the proposed upgrade and agreed that no objection be lodged.

24.104. LANCASHIRE COUNTY COUNCIL LOCAL DELIVERY SCHEME: Members agreed that an application to join the scheme should not be made.

24.105. LANCASHIRE COMMUNITY ORCHARD SCHEME: Members considered the scheme and its requirements and agreed not to make application for funding.

24.106. CPRE MEMBERSHIP 2024/2025: Members agreed to continue membership of the organisation for the 2024/2025 period at a fee of £60.

24.107. DANGEROUS TREE – CRAGLANDS COACH ROAD WARTON: The clerk reported that the owner of Craglands, Coach Road, Warton had expressed concern at the condition of an Ash Tree behind his property with potential damage to his garage should the tree fall. Members agreed that the tree was parish council property and responsibility and instructed the clerk to take any necessary action.

24.108. ITEMS OF INFORMATION FROM MEMBERS: Councillor Mrs Simmonds reported that the Old School Brewery had opened for business during 2012 and a lease of the land owned by Warton Parish Council for future years should be discussed at the July meeting.

24.109. DATE AND TIME OF NEXT MEETING: There being no further business the Chairman thanked Members for their attendance and participation and closed the meeting at 9.15pm. Members agreed that the next meeting of Warton Parish Council will be held at 7.30pm on Tuesday 2nd July 2024 in the Village Hall, Warton. Items for inclusion in the meeting agenda should be notified to the clerk by Monday 24th June 2024.

Chairman..... Date.....

Minutes subject to agreement at the 2nd July 2024 meeting of the Warton Parish Council and until then are considered to be draft only.