

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 6th June 2017 in the Village Hall, Warton

PRESENT: Councillors K Briggs (Chairman), Mrs H Barker, D Clough, Mrs J Cody, W Muckle, C Peacock and Mrs L Simmonds.

IN ATTENDANCE: J W Ball (Clerk to the Council) and D Bland (Internal Auditor to the Council).

APOLOGIES: Apologies for absence were received and accepted from Councillor A Hilling, District Councillor Mrs Sykes and County Councillor Mrs P Williamson.

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

17.132. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 2nd May 2017 having been circulated, be approved and signed by the chairman as a correct record.

17.133. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS: The clerk reported that i) County Councillor Williamson had been in contact to advise she would attend meetings of the parish council ii) he had attended the Pre-application Planning Advice meeting held on 9th May 2017 to represent the parish council ii) some confusion had resulted from Thomas Graham and Co Ltd delivering our order for toilet consumables to Halton Post Office instead of Warton Post Office iv) notification had been received of an Effective Meetings workshop to be run by Lancashire and Merseyside County Training Partnership on 14th June 2017 at Horwick House, Penwortham, Preston v) an invite from Sea Farers UK had been received to participate in Red Ensign Day on 3rd September 2017 vi) 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:

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

THE CHAIRMAN RECONVENED THE MEETING.

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

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

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

17/00421/FUL – Part demolition of 2 storey outrigger and erection of a 2 storey rear extension for Ryan Prince, 90 Main Street, Warton – No objection raised.

17/00417/FUL – Erection of a 6 bay stable and associated works to include fencing, riding paddock and riding field for Mr Alex Mollart, Café, Clear Water Fisheries, Kellet Lane, Over Kellet – Members requested further information be supplied as they were unable to access the planning details.

17/00583/FUL – Erection of an agricultural livestock building for Mr M Allen, Hynning Barn, Borwick Lane, Warton – No objection raised.

17/00295/FUL – Erection of 2m high acoustic fencing to south east of boundary for Mr Cushway Tewitfield Trout Fishery Burton Road Warton. In response to a query from members concerning the materials to be used in construction of the fencing. Andrew Clement of Lancaster City Council Regeneration and Planning Service advised that the fencing would be constructed of timber trellis and posts every 2.4m with climbing plants to soften the fence appearance. Members accepted the information provided. The application was subsequently refused.

Potts Cottage Garden Extension – In response to a query from members, Steph Bradshaw, Lancaster City Council Regeneration and Planning Service advised that planning permission for the garden extension should have been gained prior to carrying out the work but no such application had been made. Members instructed the clerk to draw the planning department's attention to the owner of the property's failure to make the application.

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

17/00226/FUL – Reviewed 4th April meeting – Application permitted

17/00295/FUL – Reviewed 4th April meeting – Application refused

17/00431/FUL – Reviewed 2nd May meeting – Awaiting decision

17/00458/FUL – Reviewed 2nd May meeting – Application permitted

17/00320/FUL – Reviewed 2nd May meeting – Awaiting decision

17/00489/FUL – Reviewed 2nd May meeting – Awaiting decision

17/00478/AD – Reviewed 2nd May meeting – Prior approval not required

600(2017) – Tree Preservation Order - Confirmed

17.138. FINANCE: a) Members noted the financial summary for May 2017 as follows:

	Opening Balance	Current Account	28450.30	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson Account	437.10	44897.32
Receipts				Nil 44897.32
Payment				
02.05.17	George Washington – Toilet Water Charge		845.74	

02.05.17	Zurich Municipal – Insurance Payment		1403.04	
02.05.17	P Doey – Parish Lengthsman		464.33	
06.05.17	J W Ball – Salary		363.00	
08.05.17	Tom Oliver – Toilet Cleaning		<u>45.00</u>	<u>3121.11</u>
				41776.21
	Closing Balance	Current Account	25329.19	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson Account	<u>437.10</u>	<u>41776.21</u>

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

Open Spaces Society – Annual Subscription - £45.00 – 1891
 Npower – Toilet Electricity - £60.44 – 1892
 Tom Oliver – Toilet Cleaning - £30.00 – 1893
 NS&I – Village Improvement Account - £10014.10 – 1894
 D Bland – Audit Honorarium - £100.00 – 1895
 Warton Response Group – Defibrillator Donation - £1775.00 – 1896
 Thomas Graham – Toilet Consumables - £74.38 – 1897
 P Doey – Parish Lengthsman - £400.00 - 1898

c) Members reviewed and agreed the 2016/2017 Financial Year Annual Accounting Statements, Internal Audit Report, Annual Governance Statement and related papers prior to audit by BDO on 24th July 2017.

d) Appointment of Internal Auditor to the Parish Council. Members thanked Mr Bland for his service as internal auditor and agreed that Mr G Marsh be appointed as the internal auditor to the Parish Council and to be responsible for those duties for the 2017/2018 financial year.

17.139. PUBLIC TOILETS: The clerk reported that he had not yet received payment of the toilet management fee from Lancaster City Council for the 2017/2018 financial year. Members instructed the clerk to contact Lancaster City Council officers to query the delayed payment.
 Members discussed payments for the work being carried out by Tom Oliver and agreed he be paid £15.00 for each two weekly clean of the toilets and £1.50 for each occasion he opened or locked the toilet block.

17.140. SPARROW PARK: The clerk reported that the required re-painting work was in hand.

17.141. ELIZABETH AND RICHARD WILSON CHARITABLE FUND: The clerk reported that he had received an email from one of the grant recipients thanking the parish council for the funding. No new applications had been received.

17.142. THE WEIR CHILDREN'S PLAYGROUNDS: The clerk reported that the parish lengthsman would replace the wooden poles in the sandpit as soon as possible.

17.143. PARISH LENGTHSMAN: The clerk reported that Mr Doey continued his excellent work about the village.

17.144. SPEED DETECTION DEVICE: Councillor Clough advised members that the device would be moved to Borwick Lane facing traffic leaving the village.

7.145. EMERGENCY RESPONSE PLAN: Councillor Clough reported that the plan had been submitted to Lancaster City Council for consideration and agreement and should be available for review and acceptance of operational responsibility by the parish council at the July meeting.

Members thanked Councillor Clough for his work in the preparation of the plan.

17.146. REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY: The clerk reported that the amended plan of the Weir and related Statement of Truth had been received from Mr Drinkall for signing by the Chairman and Vice Chairman prior to return and submission to the Land Registry.

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

17.148. OPEN SPACES SOCIETY MEMBERSHIP – 2017/2018: Members agreed that the parish council renew the membership of the Open Spaces Society for a further year.

17.149. MARIANNE BARGETT DONATION: Members discussed the request for a donation from the parish council to cover the cost of the hire of the village hall for a dance class event. Members agreed to pay the hall hire costs for the event as it could be classed as a community event. The clerk was instructed to inform Marianne of the donation and advise her to contact the Trustee of the Elizabeth and Richard Wilson Fund for possible financial help.

17.150. NW AIR AMBULANCE CHARITY DONATION: Members agreed that a donation of £250.00 be made to the charity.

17.151. ROAD GATEWAY INSTALLATION: Members discussed the installation of road gateways on approaches to the village but agreed that despite traffic calming results of such gateways, none of the roads into the village had verges wide enough to install them.

17.152. LANCASHIRE COUNTY COUNCIL COUNTRYSIDE SERVICE: The clerk reported that he had been in contact with Tim Blythe Lancashire County Council Countryside Service Manager and discussed future arrangements for the oversight of Warton Crag Quarry Area. The proposal was to arrange a consortium of interested organisations and individuals prepared to undertake voluntary simple tasks and in time possibly undertake voluntary warden/ranger duties. Members discussed the County Council proposals and agreed to sound out local enthusiasm for cooperation to carry out the work. Agreed that Anthony Bradshaw the village website host be contacted and asked to give publicity on the website.

17.153. ITEMS OF INFORMATION FROM MEMBERS: i) Councillor Peacock reported that he had attended the LALC Conference ii) the new addition of the Councillors Guide was available for purchase iii) Archbishop Huttons Primary School had appointed Miss Sarah Watson as Head Teacher iv) additional fencing to protect the children whilst attending Archbishop Huttons Primary School had been erected to satisfy an Ofsted requirement v) a weather station had been installed at Archbishop Huttons Primary School using funds donated by the Landscape Trust vi) Councillor Clough reported that Reverend Figg had

been appointed as the vicar of St Oswalds Church and would take up his duties on the 4th July 2017 vii) Councillor Mrs Barker reported she had attended the chairmanship training arranged by the Lancashire and Merseyside County Training Partnership viii) the caravan parked on the corner of Sand Lane had returned and was once again obscuring the sight line of vehicles joining Sand Lane from the land leading to the Stock Car Track ix) vehicles leaving the Stock Car events were still being driven in a dangerous and inconsiderate manner x) Councillor Mrs Simmonds reported that the children's slide and a climbing frame had been removed from the Roods Childrens Playground because of their dangerous condition.

17.154. DATE AND TIME OF NEXT MEETING: Members agreed that the next meeting of the Warton Parish Council would be held on Tuesday 4th July 2017 at 7.30pm in the Village Hall Warton.

Items for inclusion in the Agenda to be notified to the clerk by Monday 26th June 2017.

There being no further business the Chairman thanked members for their attendance and closed the meeting.

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

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