

**MINUTES OF THE WARTON PARISH COUNCIL MEETING**  
**Held at 7.30pm on Tuesday 2<sup>nd</sup> 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 and assumptions. 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).

**APOLOGIES:** Apologies for absence were received and accepted from Councillor 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 4<sup>th</sup> April 2017 having been circulated, be approved and signed by the chairman as a correct record.

**17.075. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS:** The clerk reported that i) emails had been sent to Andrew Messingham and Morecambe Police Station concerning the speed of traffic using Sand Lane, Main Street and Borwick Lane and enquiring if Lancashire Constabulary operated a similar traffic surveillance system to that operated by Cumbria Constabulary using volunteer traffic speed monitors ii) fault with street lighting 91 reported to Lancashire County Council Street Lighting Department iii) a query from Gill Whyman of Silverdale enquiring if the damaged seat at Crag Foot was to be replaced iv) the AONB Landscape Trust had thanked the Parish Council for the £100 donation v) a response from Lancaster City Council was awaited to the parish council request to continue to manage the public toilets without a formal contract vi) no evidence of litter and rubbish dumping in Millhead back streets was found on inspection vii) no response had been received from the contractor approached to repair the damaged Little Quarry wall. Councillor Peacock agreed to approach the AONB Landscape Trust volunteers to enquire if they were able to help with the re-construction of the wall viii) other items of interest had been circulated to members as received.

The clerk was thanked for his report.

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

**17.076. PUBLIC PARTICIPATION:** i) Information was requested concerning the start date of the grass cutting programme in Warton and Millhead. The chairman advised that the 2017 grass cutting contract had been awarded to Lancaster City Council, cutting to be undertaken every 9 working days from April to October.

**THE CHAIRMAN RECONVENED THE MEETING.**

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

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

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

17/00226/FUL – Erection of one 4 bed dwelling with associated landscaping, re-grading of land and creation of new access point for Mr and Mrs M Dawson & P Brown, Land North of 27 Coach Road Warton – no objections raised.

17/00295/FUL – Erection of 2m high acoustic fencing to south east side boundary for Mr Cushway, Tewitfields Trout Fishery, Burton Road, Warton – Members requested that the clerk seek clarification on the purpose of the fencing and construction materials to be used.

Councillor Mrs Barker requested further information on the status of a planning application (if required) to extend the garden of Potts Cottage into the adjoining plot of land on Coach Road, Warton. The clerk was instructed to seek clarification from Lancaster City Council Planning Department.

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

16/00221/OUT – Reviewed 1<sup>st</sup> March meeting – Awaiting permitted  
 16/00890/RCN – Reviewed 6<sup>th</sup> September meeting – Awaiting decision  
 17/00052/FUL – Reviewed 7<sup>th</sup> February meeting – Application refused  
 17/00038/VCW – Reviewed 7<sup>th</sup> February meeting – Awaiting decision  
 LCC/2017/0024 – Reviewed 7<sup>th</sup> March meeting – Decision delegated to Chief Officer  
 17/00100/CU – Reviewed 7<sup>th</sup> March meeting – Awaiting decision  
 17/00182/FUL – Reviewed 7<sup>th</sup> March meeting – Awaiting decision

**17.080. FINANCE:** a) Members noted the financial summary for March 2017 as follows:

	Opening Balance	Current Account	12161.43	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson Account	1837.10	
		Emergency Fund Acc	<u>195.33</u>	30203.78
Receipts				NIL
Payments				

06.03.17	J W Ball – Salary		363.00	
07.03.17	Npower – Toilet Electricity		62.88	
07.03.17	Warton Response Group Emergency Fund Balance Repayment		195.33	
07.03.17	Thomas Oliver – Toilet Cleaning		60.00	
07.03.17	Warton Village Hall-Room Rental		122.50	
07.03.17	AONB Landscape Trust – Donation		100.00	
13.03.17	JW Ball – Expenses 12.10.16 – 31.03.17		<u>385.58</u>	<u>1289.29</u>
				28914.49
	Closing Balance	Current Account	11067.47	
		Village Improvement Account	8014.10	
		Investment Account	7995.82	
		E & R Wilson Account	<u>1837.10</u>	<u>28914.49</u>

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

LALC – 2017/2018 Membership Fee - £303.33 – 1835  
P Doey – Parish lengthsman - £465.00 - 1833  
Thomas Oliver – Toilet Works - £60.00 – 1834  
A W Jenkinson – Playground Surface - £888.00 – 1836

c) Allocation of funding carried forward from the 2016/2017 financial year budget into the 2017/2018 financial year budget.

The clerk reported that £10,500 was estimated as being available for inclusion in the 2017/2018 budget. Members considered the allocation of the available funding to budget headings and agreed the following:-

Donations	£1,600 – Already committed
Play Equipment Fund 2015/2016	£1,500 – Already committed
Millhead Defibrillator	£1,400 – Already committed
Legal Charges – Land Registry	£1,000 – Already committed
Play Equipment Fund 2016/2017	£1,500
Village Improvement Fund	£2,000
Other	<u>£1,500</u>
Total	£10,500

d) Bank Mandate – the clerk advised members that the new bank mandate had been accepted by the Yorkshire Bank.

**17.081. PUBLIC TOILETS:** The clerk reported that he had been advised by Lancaster City Council that full rate relief had been awarded and no payment would be required. Members discussed arrangements to lock the toilets each evening and agreed that Councillor Clough approach Thomas Oliver with a view to carrying out the work for a payment of £10 per month.

**17.082. SPARROW PARK:** members requested that the parish lengthsman be requested to re-point mortar between the paving flags in the park and also re-fix the raised plaque after appropriate amendments completed.

**17.083. ELIZABETH AND RICHARD WILSON CHARITABLE FUND:** The clerk reported that the payments agreed at the March meeting of the parish council would be distributed after preparation and signing of the applicant cheques.

**17.084. THE WEIR CHILDREN'S PLAYGROUNDS:** The clerk reported that 30cu mtrs of surfacing would be delivered by Jenkinsons at 8.00am on 6<sup>th</sup> April 2017. Councillor Peacock had been able to enlist the help of the AONB Landscape Trust volunteer working group with the spreading of the wood chip. The clerk reported that he had advised Mrs Sharpe that access to and from her property would be restricted on 6<sup>th</sup> April 2017.

**17.085. PARISH LENGTHSMAN:** The clerk reported that work to clear shrub and undergrowth from Senset Lane had been completed.

**17.086. SPEED DETECTION DEVICE:** The clerk reported that the Parish Lengthsman had agreed to carry out the work associated with the device's operation.

**17.087. EMERGENCY RESPONSE PLAN:** Councillor Clough reported that the plan was now ready for consideration by the parish council prior to submission to Lancaster City Council.

**17.088. REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY:** The clerk reported that the registrations were with solicitors and being finalised.

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

**17.090. 2017/2018 LALC MEMBERSHIP:** Members agreed that Warton Parish Council continue its membership of Lancashire Association of Local Councils for the 2017/2018 financial year at a cost of £303.33.

**17.091. LALC SPRING CONFERENCE:** members agreed that Councillor Peacock represent Warton Parish Council at the LALC Spring Conference.

**17.092. 2017/2018 PUBLIC RIGHTS OF WAY – LOCAL DELIVERY SERVICE:** Members agreed to participate in the scheme for the 2017/2018 financial year.

**17.093. LANCASTER CITY COUNCIL – PLAYGROUND INSPECTION SCHEME:** Members agreed to participate in the scheme for the 2017/2018 financial year.

**17.094. MILL LANE FOOTPATH IMPROVEMENTS:** No further action taken since the previous meeting.

**17.095. ITEMS OF INFORMATION FROM MEMBERS:** i) Councillor Peacock reported that he would be attending the Morecambe Bay Partnership conference on 5<sup>th</sup> April 2017 ii) Councillor Peacock reported that timber from two trees felled on Warton Crag was available for use by members of the public iii) Councillor Briggs reported that items had been stolen from garden sheds in Borwick Lane.

**17.096. DATE AND TIME OF NEXT MEETING:** Members agreed that the next meeting of the Warton Parish Council would be held on Tuesday 2<sup>nd</sup> May 2017 at 7.30pm in the Village Hall Warton proceeded at 7.00pm by the Annual Meeting.

Items for inclusion in the Agenda to be notified to the clerk by Monday 24<sup>th</sup> April 2017.

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

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