

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 6th November 2018 in the Village Hall, Warton

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

IN ATTENDANCE: J W Ball (Clerk to the Parish Council) and 1 member of the public.

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

18.245. DECLARATIONS OF INTEREST: Councillors Peacock and Mrs Simmonds declared an interest in item 18.250 Consideration of a request from representatives of Archbishop Hutton's Primary School for a donation from the parish council for the purchase of IT equipment.

18.246. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 2nd October 2018 subject to at 18.218 2nd October 2018 being amended to read 5th September 2018.

18.247. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS: The clerk reported that i) the road sign motion for the LALC AGM had been circulated to members ii) Councillor Mrs Cody had requested a change of meeting night from Tuesdays to another, possibly Mondays because of her work commitments. Members considered the request but because of other members commitments and it being a long standing arrangement to hold parish council meetings on Tuesdays the request was not agreed iii) the new radar speed sign for Millhead could not be installed until an extension to the post was fitted, the work was in hand iv) a request for parish council representatives to attend the next meeting of the Mansergh Trust scheduled for 14th November 2018 had been received from the Chair of the Trust v) members were required to nominate a charity to receive donations from the St Oswalds Festival of Christmas Trees, agreed donation be forwarded to Archbishop Hutton's Primary School PTA IT Appeal vi) County Councillor Williamson and the clerk had contacted Lancashire County Council Highways Dept to request additional signage covering the temporary closure of Borwick Lane at the Main Street junction vii) the clerk had agreed procedure for the removal of an underground cable at the entrance to the Small Quarry car park viii) the silent soldier figure had been received and would be erected in Sparrow Park ix) the AGM of the Warton Allotments Association was scheduled for 27th November 2018 x) the Warton Bowling Club had withdrawn its request for a donation xi) Mr Hughes had been contacted to arrange for the changes to the electricity supply equipment on the Weir xii) toilet consumables for the public toilet had been ordered xiii) Light number 97 and the light fixed to the wall of 141 Main Street and the adjacent road sign light were still not working and would be reported again to Lancashire County Council Street Lighting Department xiv) other items 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

The clerk reported that he had received an anonymous letter complaining about a boat and trailer left by the occupier of 22 Hazelmount Drive Millhead causing a partial obstruction of the Greendale Drive junction. The complaint requested the parish council take the necessary

action to have the boat removed. Members discussed the complaint and agreed that the matter was not for action by the parish council but for referral to the District Council on the ground of being a nuisance to neighbours or the police as a road traffic hazard. Before taking such action members agreed that as the owner of the boat was known to members an unofficial approach be made to him with a request to remove the obstruction. No further action to be taken pending the receipt of a report from the members who agreed to taking the unofficial action.

THE CHAIRMAN RECONVENED THE MEETING

18.248. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting because of a prior engagement and no items requiring discussion had been lodged with the clerk.

18.249. REPORT FROM DISTRICT COUNCILLOR MRS S SYKES: District Councillor Mrs Sykes was unable to attend the meeting but reported that she had requested action by Lancaster City Council to remove the business advertisements displayed on the railings at the junction of the A6 trunk road and Borwick Lane and had informed officers that the parish council was interested in the purchase of Sparrow Park.

Members thanks District Councillor Mrs Sykes for her action.

18.250. DONATION TO ARCHBISHOP HUTTONS PRIMARY SCHOOL PTA: Members considered a request for a donation to the PTA who were currently raising £25,000 (inclusive of VAT) to finance a new server, 25 laptops, white boards and related IT equipment for the school. The existing IT system had been declared as not fit for purpose and as a result it was not now possible to deliver the complete IT curriculum. Only £3,000 was available from within the school budget with fundraising taking place to provide the balance. Members discussed the request and agreed after a ballot with 3 members in favour of making a donation, 1 abstention and 2 members unable to vote because of declared interests, to make a donation of £3,000.

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

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

18/01257/FUL – Retrospective application for the retention of a stable and associated riding paddock and fencing for Mr Alex Mollart, Clear Water Bistro and Bar, Clear Water Fisheries, Kellet Lane, Over Kellet – No objection raised.

18/01288/FUL – Erection of a single storey side extension and conversion of outbuildings to create ancillary accommodation in association with 11 Main Street, Warton – No objection raised.

18/01410/FUL – Erection of a single storey rear extension for Mr John Hanley 9 Coach Road, Warton – No objection raised.

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

17/00736/OUT – Reviewed 4th July meeting – Awaiting decision

17/0178/TPO – Reviewed 6th February 2018 meeting – Awaiting decision

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18/0038/TPO – Reviewed 6th March 2018 meeting – Awaiting decision
 18/00349/FUL – Reviewed 1st May 2018 meeting – Awaiting decision
 18/0060/TCA – Reviewed 1st May 2018 meeting – Awaiting decision
 18/00349/FUL – Reviewed 3rd July 2018 meeting – Awaiting decision
 18/00692/FUL – Reviewed 3rd July 2018 meeting – Application permitted
 18/00791/FUL – Reviewed 4th September 2018 meeting – Awaiting decision
 18/00898/FUL – Reviewed 4th September 2018 meeting – Awaiting decision
 18/01061/FUL – Reviewed 4th September 2018 meeting – Application permitted
 18/00978/EIO – Reviewed 4th September 2018 meeting – Application closed
 18/00791/FUL – Reviewed 2nd October 2018 meeting – Awaiting decision
 18/01200/FUL – Reviewed 2nd October 2018 meeting – Awaiting decision

18.253 FINANCE: a) Members noted the financial summary for October 2018:

Opening Balance	Current Account	15786.52	
	Village Improvement Account	12014.10	
	Investment Account	8058.47	
	Playground Account	4515.22	
	E & R Wilson Account	<u>1467.30</u>	<u>41841.61</u>
Receipts			NIL
Payments			
17.09.18	Poppy Appeal – Silent Soldier	250.00	
02.10.19	J W Ball – Expenses	484.10	
02.10.18	Tom Oliver – Toilet Cleaning – Sept	49.50	
06.10.18	J W Ball - Salary	363.00	<u>783.60</u>
			41058.01
Closing Balance	Current Account	15002.92	
	Village Improv Acc	12014.10	
	Investment Account	8058.47	
	Playground Account	4515.22	
	E & R Wilson Fund	<u>1467.30</u>	<u>41058.01</u>

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

Elan City UK Ltd – Evolis Radar Speed Sign - £2266.80 – 1980
 Aql – Domain Renewal - £132.00 – 1981
 CPRE – Membership Renewal - £36.00 – 1982
 Cancelled cheque – 1983
 Tom Oliver – Toilet Cleaning October - £55.50 – 1984

Astute Web Design – Hosting Charges - £125.00 – 1985
Peter Doey – Parish Lengthsman - £470.00 – 1986
Warton Church Hall – Room Rental - £18.00 – 1987
Warton Village Hall – Room Rental - £144.00 – 1988
D Clough – Expenses - £13.00 – 1989
NW Cancer Research – Donation - £250.00 - 1990

c) 2017/2018 Audit Accounts

The clerk reported that the Auditors Final Report had not yet been received. The fee charged for the audit by PKF Littlejohn at £300 plus VAT was incorrect and should be £200 plus vat as the parish council turnover for the year was less than £25,000. The error will be raised with the auditors.

18.254. PUBLIC TOILETS: The clerk reported that Lancaster City Council had requested clarification on the management agreement covering the public toilets. The clerk had been able to supply the information required. Councillor Clough reported that he wished to stop opening and closing the toilets on Saturdays and Sundays and advised members that Tom Oliver was prepared to take over those duties. Members agreed to the additional work being undertaken by Tom.

18.255. SPARROW PARK: The clerk reported that District Councillor Mrs Sykes had approached Lancaster City Council officers with a view to a transfer of ownership of the park to the parish council. A response was awaited.

18.256. ELIZABETH AND RICHARD WILSON CHARITABLE FUND: The clerk reported that two applications for funding had been received.

18.257. THE WEIR CHILDREN'S PLAYGROUND: The clerk reported that a child had been injured attempting to enter the playground across the entrance grid instead of through the gate. Details of the accident had been forwarded to the parish council's insurers together with a letter from a firm of solicitors acting on behalf of the parents of the child. Advice on the response to the parent's complaint had been received from Mr Drinkall of Ratcliffe and Bibby, Solicitors and had been acted upon. The entrance grid was on the access track claimed by Lancashire County Council as being their property and officers had been alerted.

18.258. PARISH LENGTHSMAN: The clerk reported that replacement logs for the sand pit area were on order.

18.259. SPEED DETECTION DEVICE: Councillor Clough reported that the Evolis Radar Speed Sign would be positioned at Millhead as soon as the height existing fixing post was extended.

18.260. EMERGENCY RESPONSE PLAN: Councillor Clough reported that a practice run for procedures had been carried out with nine volunteers attending. Overall the exercise had been a success with some minor problems observed.

18.261 REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY: The clerk reported that the amended registration of Senset Well was in hand but no further action taken with the Weir registration.

18.262. PARISH COUNCIL WEBSITE: The clerk reported that input of parish council data had continued. Members agreed to continue the hosting agreement with aql for a further two years and with Astute Web Design for website input for a further year.

18.263. WARTON AND MILLHEAD COMMUNITY ROADWATCH SCHEME: The clerk reported that he had met with Paul Shepherd PCSO responsible for volunteer involvement in the scheme and a training session for the four volunteers would be arranged.

18.264. MILL LANE FOOTPATH: Nothing further to report.

18.265. KEERBRIDGE HOUSING DEVELOPMENT: The clerk reported that on advice from Mr Drinkall of Ratcliffe and Bibby the chairman had agreed on behalf of members that the parish council enter into an option to purchase with the developers but for a limited two year period only. Members ratified the decision.

18.266. REMEMBERANCE SUNDAY & END OF 1ST WORLD WAR CENTENARY: The clerk reported that the Silent Soldier figure had been delivered and had been positioned in Sparrow Park.

18.267. NORTH WEST CANCER RESEARCH DONATION: Members agreed that donation of £250.00 be made in memory of Derek Bland.

18.268. SALT MARSH TRUST: The clerk reported that the agreement had been signed by Councillors Briggs and Peacock and returned to Lancashire County Council.

18.269. ARCHBISHOP HUTTON'S PRIMARY SCHOOL BARN: Councillor Peacock reported that it had been decided to demolish the barn at school expense with a contribution to the cost from the sale of the stone.

18.270. GRIT BIN ALLOCATION: The clerk reported that work was ongoing to establish the location of grit bins in the villages.

18.271. CPRE MEMBERSHIP: Members agreed to continue parish council membership of the CPRE for a further year.

18.272. ITEMS OF INFORMATION FROM MEMBERS: i) Councillor Clough reported improved signage was required for the public toilets ii) Councillor Peacock reported that light 97 was still not operational and between nos 10 and 12 Main Street the lack of street lighting driving conditions dangerous iii) Councillor Mrs Simmonds reported that the gate onto footpath no1 at Millhead was broken, the sat nav sign for Back Lane had still not been erected and trees on the pathway between Main Street and the Roods needed to be inspected and possibly pruned iv) Councillor Muckle reported that the repair to the bench at Millhead was still outstanding.

18.273. DATE AND TIME OF NEXT MEETING: There being no further business the chairman thanked members for their attendance and closed the meeting at 9.30pm arranging the next meeting for Tuesday 4th December 2018 at 7.30pm in the Village Hall, Warton.

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Items for inclusion in the 4th December 2018 Meeting Agenda to be notified to the clerk by Monday 26th November 2018.

Chairman _____ Date _____

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