

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 5th April 2022 in the Village Hall Warton.

PRESENT: Councillors K Briggs (Chairman), W Muckle and C Peacock.

IN ATTENDANCE: Mr J W Ball – Clerk to Warton Parish Council and Mr P Hardcastle – Gardner Road Flood Action Group.

APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Councillors Clough, Hilling, Senior and Mrs Simmonds.

DECLARATIONS OF INTEREST: No declarations of interest were received from members in relation to items covered by this agenda.

22.053. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 1st March 2022 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.

22.054. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA: The clerk reported that;

- i. The replacement of the dog waste bin sited at the Chapel Walk/Borwick Lane junction had been requested.
- ii. Repairs to pot holes in Grange View Millhead had been requested.
- iii. Suggestions for the Small Items of Work List had been submitted.
- iv. Dangerous mud covering Crag Road and Coach Road had been reported.
- v. Covid 19 Vaccine at Home Service posters had been displayed.
- vi. Footpath between Main Street and Chapel Walk had been inspected and not considered to be in a dangerous condition.
- vii. The building development sited near to the Roods had been reported to Lancaster City Council Planning Control for their possible investigation.
- viii. The community Roadwatch Scheme was to be restarted but volunteers would be required to apply individually to the Lancashire Road Safety Partnership.
- ix. A Slow Down Save Life pack had been requested from Lancashire County Council.
- x. A Special County Service to celebrate the Queens Platinum Jubilee would be held at Blackburn Cathedral on 29th May 2022. Councillor Muckle and Mrs Muckle would attend to represent the Parish Council.
- xi. 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

The chairman reported that he had received a complaint from Bea Coldwell concerning the extent of pruning to her fuschia bush carried out by the Parish Council Lengthsman. The clerk confirmed that the pruning had been authorised by members because the bush was considered to be a hazard to members of the public using the footway. It would appear that there had been some confusion concerning the extent to which the pruning was authorised by the owner, but the Parish Lengthsman carried out the pruning as instructed. Members discussed the complaint and instructed the clerk to contact Ms Coldwell to apologise for the misunderstanding and to offer expert assurance that the bush would recover and may benefit from the severe pruning.

THE CHAIRMAN RECONVENED THE MEETING

22.055. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting and a report was not available.

County Councillor Williamson was thanked for her continued support.

22.056. REPORT FROM DISTRICT COUNCILLOR A De La Mare: District Councillor De La Mare was unable to attend the meeting and a report was not available.

22.057. STANDING ORDER 25: No actions under Standing Order 25 had taken place since the last meeting.

22.058. PLANNING MATTERS: a) Members reviewed the planning application submitted since the last meeting of the parish council as follows:-

22/00235/REM – Reserved matters application for the erection of nine dwellings for Mr O Whiley on Land North of 17 Main Street Warton.

Members discussed the application and instructed the clerk to object, fully endorsing the points raised by the AONB and expressing astonishment at the proposals submitted that appeared to ignore points previously expressed. Members agreed that as part of the objection it should be suggested that as such new development as that proposed would increase flooding risk a levy should be imposed on the developer to provide a financial contribution to the provision of adequate flood defence works.

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

19/00020/FUL – Reviewed 5th March 2019 meeting – Awaiting Decision
 20/00358/OUT – Reviewed by Members 2nd June 2020 – Awaiting Decision
 20/0937/VLA – Reviewed by Members 17th September 2020 – Application Permitted
 20/01349/FUL – Reviewed 5th January 2021 meeting – Application Permitted
 20/00358/OUT – Reviewed 2nd March 2021 Meeting – Awaiting Decision
 21/00181/CCC – Reviewed 2nd March 2021 Meeting – Awaiting Decision
 21/00552/FUL – Reviewed 7th September 2021 Meeting – Application Permitted
 21/00464/FUL – Reviewed 7th September 2021 Meeting – Application Permitted
 20/01349/FUL Rev.– Reviewed 2nd November 2021 Meeting – Application Permitted
 21/01317/FUL – Reviewed 18th January 2022 Meeting – Application Withdrawn
 22/00001/REF – Reviewed 18th January 2022 Meeting – Appeal in progress
 21/01144/FUL – Reviewed 18th January 2022 Meeting – Awaiting Decision
 22/00108/FUL – Reviewed 1st March 2022 Meeting – Application Permitted
 22/0041/TCA – Reviewed 1st March 2022 Meeting – Application Permitted

22.059.FINANCE: Members noted the financial summary for March 2022 as follows:

Opening Balances – All Accounts

Current Account	25683.88
Village Improvement Account	12462.09
Investment Account	8058.47
Playground Account	4527.17
E & R Wilson Fund Account	<u>746.80</u>
	51478.41

1296

Opening Balance – Current Account		25683.88
Receipts		NIL
Payments		
01.03.22 HM Rev & Customs - Tax	1155.51	
01.03.22 Tom Oliver – Toilet Work February	130.00	
01.03.22 Warton Village Hall – Room Rental	70.00	
05.03.22 Npower – Toilet Electricity	26.64	
06.03.22 J W Ball – Salary	385.17	
31.03.22 J W Ball – Expenses Nov 21 – March 22	307.65	
31.03.22 Tom Oliver – Toilet Work March	137.50	
31.03.22 Willacy Contractors Ltd – Play Sand	<u>125.00</u>	<u>2337.47</u>
		23346.41
Closing Balances – All Accounts		
	Current Account	23346.41
	Village Improvement Account	12462.09
	Investment Account	8058.47
	Playground Account	4531.70
	E&R Wilson Fund Account	<u>746.80</u>
		<u>49145.47</u>

b) Members authorised the signing of cheques for the following payments:-

J W Ball – Expenses November 2021 to March 2022 - £307.65 – 2248
Tom Oliver – Toilet Work March - £137.50 – 2249
Willacy (Contractors) Ltd – Play Sand - £125.00 – 2250
Thomas Graham & Sons Ltd – Toilet Consumables - £28.06 – 2251
Peter Doey – Parish Lengthsman - £752.75 - 2252

c) Provision of Internet Business Banking System.

The clerk reported that the provision of email addresses to members for Warton Parish Council business was in hand.

d) Members reviewed the procedures to be adopted in the preparation and approval of the 2021/2022 Annual Governance and Accountability Return (AGAR) and agreed the timetable for the procedure as follows:-

- i Accounts for the financial year ended 31st March 2022 to be prepared
- ii Accounts and supporting documentation together with completed AGAR to be submitted to Mr Marsh for his internal audit.
- iii. Members to review and agree the completed internal audit of the books of account and AGAR at the 7th June 2022 meeting of the parish council.
- iv. Submission of the completed and agreed AGAR for external audit by PKF Littlejohn by Friday 1st July 2022.
- v. AGAR and audited accounts together with supporting documentation to be made available for the exercise of public rights from Monday 13th June 2022 to Friday 22nd July 2022.
- vi. Audit Completion Notice to be displayed for 14 days on the parish council website and notice boards.

e) 2022/2023 Financial Budget

The clerk issued copies of the proposed financial budget for the 2022/2023 financial year for members consideration and review. Members agreed that the proposals be accepted as follows:-

BUDGET ALLOCATION	£	FUNDING AVAILABLE	£
Salaries	4622	Carry Over from 2021/2022	23346
PAYE	1155	Precept 2022/2023	20805
Clerks Expenses	1250	Toilet Contribution	2680
Insurance	2000	Local Delivery Scheme	500
Room Hire	216		
Training & conference Fees	100		
Chairs Allowance	100		
Councillor's Expenses	200		
Legal charges	1000		
Audit Charges	300		
Radar Speed Signs	3750		
Sign Erection	4000		
Parish Lengthsman	3000		
Grounds Maintenance	2800		
Subscriptions & Contributions	1600		
Donations	2750		
Donations (Section 137)	250		
Public Toilets	4142		
IT & Website	1000		
Warton Mires Project	3000		
Weir Playground	2000		
Weir Christmas Illuminations	500		
Potts Wood Picnic Site	50		
Sparrow Park	500		
Little Weir	200		
Senset Well	50		
Small Quarry	250		
Queens's Platinum Jubilee Celeb	2200		
Village Improvement Account	-		
Investment Account	-		
Play Equipment Account	-		
Sundry Payments	100		
Unallocated	4246		
Total	47331		47331

Notes

- 1 All funding allocations exclude VAT if applicable
- 2 All funding allocations are rounded to the nearest £

22.060: WELL LANE TREE: The clerk reported that confirmation was awaited from Mr Maguire that a tree surgeon was available to undertake the necessary work.

22.061: LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS: The clerk reported that he had received confirmation from Frank Shepherd Lancashire County

Council Highways that the proposals put forward by members would be incorporated in the plan with the exception of the extension of double yellow lines to the Coach Road/ Main Street junction as officers felt that the parking of cars on the junction was not a common nuisance. Members requested that the clerk challenge this view and request further consideration be given by the officers.

22.062. EVOLIS SPEED RECORDING EQUIPMENT: The clerk reported that further contact from Alan Cox, Lancashire County Council concerning the Evolis unit sites was awaited. Lancashire County Council had issued rules governing the use of speed units in the area together with a questionnaire on the use of such units for our completion and return. Members requested that the clerk complete the questionnaire and return it to Lancashire County Council.

22.063. 2022 ANNUAL GENERAL MEETING: Members agreed that the meeting would be held at 7.00 pm on 3rd May 2022 prior to the monthly meeting. Members requested that copies of the Standing Orders Financial Regulations and Risk Assessments including Data Protection be forwarded to them prior to the annual general meeting date for their consideration.

22.064. QUEENS PLATINUM JUBILEE CELEBRATIONS: i) Warton Crag Beacon – The clerk reported that he had been informed by Councillor Mrs Simmonds that the site had been cleared by Belinda Barclay, Crag Warden and volunteers ready for the event. Councillor Mrs Simmonds would organise a team to erect fencing around the site and stock the beacon with logs on Thursday 2nd June. Notices advertising the event would be prepared for display. Members agreed that expenses incurred by Councillor Mrs Simmonds should be reimbursed.

ii) Village Gathering – The clerk reported that he had been informed by Councillor Mrs Simmonds that live music would be available at the event together with games and stalls organised by North West Cancer Research and the Old School Brewery. Members agreed that the hire of chairs, tables and payment for delivery and collection at a cost of £784.80 (VAT included) should be paid from Parish Council funds.

iii) Commemorative Gifts – The clerk reported that suitable medals and packaging had been identified, cost dependant on numbers of medals ordered. Members agreed that an estimate of the number of medals required be prepared covering Warton and Millhead children.

22.065. WARTON MIRES PROJECT: The clerk reported that a meeting involving representatives of Warton Parish Council, Gardner Road Flood Action Group, RSPB, and Lancashire County Council had been arranged for Monday 25th April 2022 to discuss progress to date. Mr Hardcastle, Gardner Road Flood Action Group reported that funding for the project may be forthcoming.

22.066. SMALL QUARRY BICYCLE RACK: The chairman reported that the area designated for the bicycle rack had been tidied. He agreed to continue to liaise with Ren Wallbank.

22.067. SMALL QUARRY DISPLAY BOARDS: Nothing further to report.

22.068. ITEMS OF INFORMATION FROM MEMBERS: i) Councillor Peacock reported that attempts to resurrect the local council area meetings were in progress.

ii) Councillor Briggs reported that a dropped drain had developed opposite the gate to the vicarage in Main Street and needed attention.

- iii) Councillor Briggs reported that the WI had offered to pay for some of the trees scheduled for planting on the Little Weir as part of the Queens Platinum Jubilee celebrations.
- iv) Councillor Briggs reported that the installation of a tarmac path and hardstanding constructed at the northern entry to the Wilson development needed to be removed when the site was completed.

22.069. DATE AND TIME OF NEXT MEETING: There being no further business the chairman thanked members and Mr Hardcastle for their attendance and participation and closed the meeting at 8.40pm. The next meeting of the parish council was arranged for 7.30pm on Tuesday 3rd May 2022 in the Village Hall, Warton proceeded at 7.00 pm by the 2022 Annual General Meeting. Items for inclusion in the meeting agenda to be notified to the clerk by Monday 25th April 2022.

Chairman _____ Date _____

Minutes subject to agreement at the 3rd May 2022 meeting of the Warton Parish Council.