

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

PRESENT: Councillors K Briggs (Chairman), D Clough, Ms J Cody, A Hilling, B Muckle, C Peacock and Mrs Simmonds

IN ATTENDANCE: J W Ball (Clerk to the Parish Council), D Bland (Internal Auditor to the Parish Council) and one member of the public.

APOLOGIES: Apologies for absence were received and accepted from Councillors Mrs Barker, District Councillor Mrs S Sykes and County Councillor Mrs P Williamson

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

18.032. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 6th February 2018 having been circulated, be approved and signed by the chairman as a correct record.

18.033. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS: The clerk reported that i) correspondence concerning the GB spring clean had been received ii) information concerning the updated General Data protection Regulations (GDPR) to be introduced from 25th May 2018 together with an operational NALC toolkit had been received from LALC. Members agreed that the clerk would be the appointed Data Controller for Warton Parish Council iii) a request for support against the closure of Carnforth Station Ticket Office had been received. Members expressed agreement to support the campaign to reverse the decision iv) an overview of documentation supporting the Lancaster District Local Plan 2011-2031 had been received v) information concerning the Lancashire Communities Vulnerable to Flooding initiative had been received vi) a request for the parish council to be involved with the NALC diversity commission had been received vii) 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

The clerk reported that he had been approached by a Millhead resident complaining at the lack of street lighting at the end of Mary Street, Millhead. The area had been lit by a street light attached to the gable end of a house but had been removed during refurbishment of the house. The house owner had now refused to have the light replaced. Members discussed the complaint and instructed the clerk to contact Lancashire County Highways and Street Lighting Department to request advice.

THE CHAIRMAN RECONVENED THE MEETING.

18.034. REPORT FROM COUNTY COUNCILLOR MRS WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting and had advised the clerks that she had no matters to report.

18.035. REPORT FROM DISTRICT COUNCILLOR MRS SYKES: District Councillor Mrs Sykes was unable to attend the meeting but had advised the clerk to report that the Warton Parish tax base for 2018/2019 had been set to £863.16 and that the parish tax rate (for a

middle of the range band D property) would be £242.30. Overall the 2018/19 budget for the City Council had been set at £16.2m

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

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

18/00160/FUL – Erection of single storey rear and front extensions for Messrs. John and Jack Benson, 43 Sand Lane, Warton – No objection raised.

18/0038/TPO – Pine Tree Crown Reduction and Holm Oak Crown Lifting for Mr Ray Halliday, 184 Main Street, Warton – No objection raised.

18/00141/REM – Reserved Matters Application for the erection of two detached dwellings for Mr and Mrs Spencer, Development Land North of 49 Hazelmount Drive, Warton – Members discussed the application and agreed that an objection be raised if after further consideration by Councillor Peacock he felt such action was justified.

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

17/00736/OUT – Reviewed 4th July meeting – Awaiting decision
 17/01127/FUL – Reviewed 7th November 2017 meeting – Awaiting decision
 17/01539/FUL – Reviewed 6th February 2018 meeting – Application permitted
 17/0178/TPO – Reviewed 6th February 2018 meeting – Awaiting decision
 17/00992/FUL – Reviewed 6th February 2018 meeting – Application permitted
 17/01550/FUL – Reviewed 6th February 2018 meeting – Split decision
 17/00023/FUL – Reviewed 6th February 2018 meeting – Awaiting decision

18.038 FINANCE: a) Members noted the financial summary for February 2018:

	Opening Balance	Current Account	10971.94	
		Village Improvement Account	10014.10	
		Investment Account	8058.47	
		Playground Account	<u>3010.00</u>	
		E & R Wilson Account	<u>1603.10</u>	<u>33657.61</u>
Receipts				
07.02.18	Yorkshire Bank – Playground Account Interest		<u>5.22</u>	<u>33662.83</u>
Payments				
06.02.18	J W Ball Salary		363.00	
06.02.18	J W Ball – Expenses		210.95	
06.02.18	Warton Response Group – Direction Sign		216.72	

06.02.18 Warton Village Hall – Room Rental

122.50 913.17
32749.66

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

Npower – Toilet Electricity - £68.91 - 1940
Lancaster City Council – Grounds Maintenance - £1525.20 - 1941
Thomas Oliver – Toilet Cleaning January - £49.50 - 1942
Thomas Oliver – Toilet Cleaning February - £52.50 - 1943
Pete Doey – Parish Lengthsman - £310.00 - 1944
E & R Wilson Fund Applicant 1 - £800.00 - 0088
E & R Wilson Fund Applicant 2 - £800.00 - 0089

18.039. PUBLIC TOILETS: Councillor Clough reported that the toilets were operational.

18.040. SPARROW PARK: The clerk reported that enquiries continued to identify a company to supply the name board for the park.

18.041. ELIZABETH AND RICHARD WILSON CHARITABLE FUND: Members considered the two applications received for grants from the fund and agreed that a payment of £800 be made to each applicant.

18.042. THE WEIR CHILDREN'S PLAYGROUNDS: The clerk reported that he had identified two pot grown trees suitable for planting in the playground and use in future years as the village Christmas tree. Members considered details available and agreed to the purchase of the Abies Koreano tree, approximate height 9 ft from Beetham Garden Centre at a cost of £129.99. Councillor Clough agreed to inspect the tree and subject to its suitability arrange the purchase.

18.043. PARISH LENGTHSMAN: The clerk reported that Pete Doey continued to deliver work of a high standard.

18.044. SPEED DETECTION DEVICE: Councillor Clough reported that the device was positioned in Borwick Lane with battery charging once per week.

18.045. EMERGENCY RESPONSE PLAN: Councillor Clough reported that the plan was ready for use in an emergency but requested a check be carried out to ensure emergency telephone numbers were complete on the Parish Council Website.

18.046. REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY: The clerk reported that he had met with Mr Drinkall of Radcliffe and Bibby and had discussed the Common Land information supplied by Councillor Peacock. Mr Drinkall was hopeful that the Lancashire County Council letters confirming the parish council ownership of the land would be sufficient to allow the Land Registry to register the parcels of land as owned by the Parish Council. Mr Drinkall will forward the information to the Land Registry for their consideration. He has been informed by the Land Registry that they intend to carry out surveys of the parcels of land covered by our application at a likely cost of approximately £200.

18.047. PARISH COUNCIL WEBSITE: The clerk reported that input of parish council data had continued.

18.048. MILL LANE FOOTPATH: Nothing further to report.

18.049. KEERBRIDGE HOUSING DEVELOPMENT: The clerk reported that no further progress could be made until the parcel of land had been confirmed as owned by the parish council. The site developers had been in contact and were keen to progress the sale of the land.

18.050. SMALL QUARRY REPAIRS AND MAINTENANCE: The clerk reported that the names of suitable contractors to repair the retaining wall on the Quarry Road side of the site had been supplied by Councillor Peacock and they would be contacted to provide quotations for the work. Councillor Clough reported that the sign at the junction of Crag Road and Main Street referred to a free car park available within 50 yards. Members agreed that the sign needed to be replaced with one that advised that in addition to the Small Quarry car parking facility, more car parking places were available on the Large Quarry ½ mile up Crag Road. The clerk was instructed to contact Lancashire County Highways Dept to discuss the provision of a new sign. Councillor Clough reported that the Small Quarry car park was in need of urgent repair to the surface if the site was to continue as a car park. Members agreed to survey the number of cars using the Small Quarry as a car park and seek possible funding sources for the work. The clerk was instructed to approach the company responsible for the Morecambe Bay wind farm project to investigate possible funding options.

18.051. 2018 ANNUAL GENERAL MEETING AND ANNUAL ASSEMBLY OF PARISH MEETING DATES: The clerk suggested that members arrange the 2018 Annual General Meeting for Tuesday 1st May 2018 at 7.00 pm prior to the May Parish Council meeting scheduled for 7.30pm on that date. Members agreed that date and time as being suitable. The clerk suggested that members arrange the 2018 Annual Assembly of Parish Meeting for Tuesday 12th June 2018 at 7.30pm. Councillor Peacock requested the clerk seek further guidance on the suitability of the suggested date as he felt there was some doubt that the chosen date was outside of the permitted timescale.

18.052. WARTON BOWLING CLUB DONATION: The clerk reported that he had not as yet received the additional financial information requested. Consideration of a donation was deferred until the information requested was made available.

18.053. BOWLAND PENNINE MOUNTAIN RESCUE TEAM DONATION: The clerk reported that a donation request had been received from the team to help with the purchase of IT and radio equipment. Members considered the request and agreed that a £250 donation be made to the organisation.

18.054. 2018 GROUNDS MAINTENANCE CONTRACT: The clerk reported that Lancaster City Council had submitted for consideration by members their tender for grass cutting from April to mid-October every 10 working days. The areas to be cut were Millhead Play Area, Rupert Street top, Carlisle Terrace, Little Weir, Weir Play Area and the Small Quarry Car Park at a cost of £1466.63 plus VAT. Members considered the quotation and agreed it be accepted.

18.055. SALT MARSH TRUST: The clerk reported that negotiations were in progress.

18.056. GRASS CUTTING CHARGES: The clerk reported that he had contacted Lancaster City Council Environmental Services to complain about the poor service experienced during the 2017 growing season and the overcharge for work not undertaken in Sparrow Park. The contractor had agreed a £250 reduction and submitted a revised invoice of £1,271.00 plus VAT. Members agreed that the reduced charges be accepted and the clerk was instructed to make payment of £1525.20.

18.057. ITEMS OF INFORMATION FROM MEMBERS: i) Councillor Clough reported that a resident of Back Lane was riding a moped to and from his home and Main Street using that part of Back lane restricted as a bridleway ii) Councillor Peacock reported that he had been informed by Mr R Halliday that the derelict barn on the Archbishop Huttons Primary School site was subject to a lease to the Archbishop Hutton's Trust by Lancashire County Council. Should the ownership of the barn be transferred to the Archbishop Hutton's Trust and subsequently sold to Warton Parish Council for a nominal sum of £1 funding for its refurbishment may be available from the Rural Development Fund iii) Councillor Peacock reported that street lighting number 96 was not working iv) Councillor Briggs reported that a fence had been erected at the junction of Hazelmount Drive and Mill Lane Millhead that appeared to enclose land formerly part of the grassed area bordering the road v) Councillor Mrs Simmonds reported that the driveway entry to Potts Cottage in Coach Road had been extended to the roadside vi) Councillor Mrs Simmonds reported that advertisement signs mounted on the railings at the Borwick Lane/A6 junction were being displayed beyond the permissible period of 10 continuous days vii) Councillor Mrs Simmonds reported that litter surrounding Millhead Village Hall and Play Area was not being cleared.

18.058. DATE AND TIME OF NEXT MEETING: Members agreed that the next meeting of the Warton Parish Council would be held on Tuesday 3rd April 2018 at 7.30pm in the Village Hall Warton.

Items for inclusion in the Agenda to be notified to the clerk by Monday 26th March 2018.

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

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