

Grimsargh Parish Council

Minutes of the Parish Council meeting held on Thursday 13 January, 2022 held at Grimsargh Village Hall at 7.30 pm.

Present:- Councillor Peter Burton; Councillor Mrs Joyce Chessell; Councillor Mrs Lynda Cryer; Councillor Terry Cryer; Councillor Mrs Lindsay Philipson and Councillor Mrs Jayne Woollam.

In attendance:- Sue Whittam – Clerk to the Council
Councillor Ron Woollam – Preston City Council
3 members of the public

92. (21/22) Apologies for Absence/Chairman's Health & Safety Announcements

Apologies for absence were received from the Chairman, Councillor David Hindle, Councillor Graham Jolliffe, Preston City Council, Councillor Harry Landless, Preston City Council and PCSO Julie Anyon.

In the absence of the Chairman and due to the resignation of the Vice-Chairman, Councillor Mark Bell the Clerk asked for a nomination for Chairman for this meeting. It was proposed by Councillor Mrs Lindsay Philipson that Councillor Peter Burton should be appointed as Chairman at the meeting. This was seconded by Councillor Mrs Lynda Cryer and unanimously agreed. The Chairman, Councillor Peter Burton welcomed everyone to the meeting and briefed the Parish Council on possible health and safety considerations for this evening's meeting.

93. (21/22) Declarations of Interest and written requests for dispensations

The Clerk confirmed that written requests for dispensation had been received from all present in order for them to consider the precept up to the 31 March 2023 in accordance with Section 33 of the Localism Act 2011.

94. (21/22) Minutes of the Last Meeting

Resolved

That the minutes of the Parish Council Meeting held on 2 December 2021 be approved as a correct record and signed by the Chairman.

95. (21/22) Adjournment for Public Participation

The Chairman, Councillor Peter Burton adjourned the meeting for public participation and welcomed to the meeting Mr Warren and Mrs Millington who had come along to discuss the land at Swallow Fold and what could be done to help improve the area. Mr Warren gave a quick resume of his involvement with the land. He explained that the land was originally in the ownership of Barratts the House Builders and once they had finished building their development, they had an area of open space which the Local Authority did not want responsibility for. The land was taken over by Mr Warren and his company eight years ago and they cut the grass and trimmed the shrubs and

hedges once a year. The land was looking overgrown now and the original planting was looking old and woody. Mr Warren reported that there were three parcels of land and he was suggesting that everyone worked together including the Parish Council to improve the land for the benefit of the residents. He also explained that funding was available but this needed to be applied for from a legally constituted body such as the Parish Council. It was noted that the application form for funding was a simple form that would only take around 10 minutes to complete and at the initial stage no quotes were needed. However, three quotes would have to be provided once funding was agreed.

The Chairman, Councillor Peter Burton then asked Mrs Millington, a local resident to comment on the proposals. Mrs Millington explained that the land now really did need looking at and a new landscaping scheme would really enhance the area. Mrs Millington said she was happy to help by liaising with the residents and getting involved with the scheme.

There was then a general discussion on how to take this potential project forward. It was agreed that the first stage was for a consultation letter to be sent from Mr Warren to the residents asking for their comments/ideas on a proposed planting scheme. This would also refer to the Parish Council who were happy to support and would ultimately apply for the funding for the project. Councillor Mrs Lindsay Philipson said that the Parish Council would use their social media pages to publicise the project and encourage the residents close to the open space area to respond and make their views known.

The Chairman, Councillor Peter Burton thanked Mr Warren and Mrs Millington for attending the meeting and looked forward to working with them to improve the area at Swallow Fold. He then asked if anyone else had anything to raise under this item.

Councillor Ron Woollam referred to the accident at Redrow roundabout on New Year's Eve. Councillor Mrs Lindsay Philipson said it was not the first time that there had been accidents there. The Clerk confirmed that she was speaking to Highways at Lancashire County Council regarding this matter.

Councillor Mrs Lindsay Philipson informed the Parish Council that Penny Todd who taught year 3 at Grimsargh St Michael's School had asked for a representative from the Parish Council to speak to the children about the role of the Parish Council. Ideally, she wanted someone to go into school week beginning 31 January 2022. It was agreed that Councillor Mrs Lindsay Philipson would speak to the children about the role of the Parish Council.

Councillor Mrs Joyce Chessell informed the Parish Council that she was meeting with Andy Pratt, the Deputy Police and Crime Commissioner at 1 pm on 19th January to discuss primarily Whittingham Lane traffic issues. Councillor Mrs Joyce Chessell said she would report back to the next meeting of the Parish Council.

The Chairman, Councillor Peter Burton thanked all for attending and then reconvened the meeting.

With the agreement of the Chairman, Councillor Peter Burton and all present the agenda item relating to the Parish Council vacancy was considered next.

96. (21/22) Parish Council Vacancy

The Chairman, Councillor Peter Burton welcomed Agustina Oliver to the meeting who had come along to put herself forward for the original vacancy on the Parish Council. Agustina gave a brief resume of her background and said she had moved into Grimsargh in September 2021, had a young son who attended the local Primary School and was a Chemist. She wanted to be a member of the Parish Council and had attended the last two meetings in line with the Parish Council's Policy on filling vacancies. The Parish Council unanimously agreed that Agustina Oliver should be appointed to the Parish Council. Councillor Agustina Oliver signed the declaration of Acceptance of Office and also the Request for Dispensation form to allow her to discuss the budget and precept later on the agenda. The Clerk confirmed that she would send further paperwork to Councillor Agustina Oliver via email.

It was noted that Councillor Mark Bell had resigned from the Parish Council on 16 December due to moving out of the area, and that the Clerk had arranged for the statutory notice giving the electorate the opportunity to call an election on the Parish Council noticeboards. It was further noted that if an election was not called then the vacancy would be advertised and filled in line with the Parish Council's Vacancy Policy. The Parish Council placed on record their thanks to Councillor Bell for his contribution to the Parish Council.

Resolved

- i) That, Councillor Agustina Oliver is appointed to the Parish Council with immediate effect.
- ii) That, the procedure for filling the vacancy created by the resignation of Mark Bell is received and noted.

97. (21/22) Public Open Space at Swallow Fold

This item had been discussed earlier under the public participation part of the agenda. However, in line with statutory procedure any decisions had to be agreed under the relevant agenda item and not public participation. The Parish Council agreed that the first stage was for a consultation letter to be sent from Mr Warren to the residents asking for their comments/ideas on a proposed planting scheme. This would also refer to the Parish Council who were happy to support and would ultimately apply for the funding for the project. Councillor Mrs Lindsay Philipson said that the Parish Council would use their social media pages to publicise the project and encourage the residents close to the open space area to respond and make their views known.

Once residents' views were known the Parish Council as a legally constituted body would apply for funding and arrange for three quotes for the proposed planting scheme. The Parish Council had confirmed with Mr Warren and Mrs Millington who

attended the meeting earlier, that they were happy to take on this role and be involved with this project to enhance the public open space on Swallow Fold.

Resolved

That, the Parish Council agree to support the proposed project to improve the public open space at Swallow Fold in line with the above.

98. (21/22) Town and Country Planning Act, 1990

The Parish Council gave consideration to the following Planning Applications: -

- 06/2022/0033 - Land at Roman Road Farm, Longridge Road, Preston, PR2 5SB.
Request for a screening opinion Pursuant to Regulation 6 of the Town and Country Planning (Environmental Impact Assessment) (England) Regulations 2017 for proposed development for outline planning consent (access applied for in detail only, all other matters reserved) for the development of an employment area comprising general industrial (Class B2), warehouse (Class B8), and business (Class E(g)(i)) uses with access from Roman Way.

- 06/2021/1595 - 8 Ribblesdale Drive, Grimsargh PR2 5RJ
Conversion and extension of existing detached garage to form annexe.

With regard to Planning Application 06/2022/0033, the Clerk reported that she had spoken to the Planning Officer regarding this application and it was a request by the applicant to ask if a formal Environmental Impact Assessment was needed and if so, what needed to be included. The Parish Council agreed that as the proposed site was close to the SSSI at Red Scar and Tun Brook Wood then this assessment should include information on the impact of the scheme on trees, ecology, hydrology and the designated public rights of way.

With regard to Planning Application 06/2021/1595, the Parish Council had no comments to make on this application.

There were no further planning issues for discussion at the meeting.

Resolved

i) That, with regard to Planning Application 06/2022/0033 it was agreed that the Parish Council would ask for the Environmental Impact Assessment to include information on the impact of the scheme on trees, ecology, hydrology and the designated public rights of way due to the scheme being close to the SSSI at Red Scar and Tun Brook Wood.

ii) That, with regard to Planning Application 06/2021/1595, the Parish Council had no comments to make on this application.

99. (21/22) Finance Working Group

The Clerk gave a verbal report on the remote meeting of the Finance Working Group held on 10 January 2022. She reported that following the last meeting of the Parish Council she had asked for any comments or additions to the draft budget to be forwarded to her by the end of December 2021. There had been no further comments or additions received by the deadline and the Finance Working Group were recommending that the draft budget should be approved. This would be discussed later on the agenda together with proposed recommendations for the precept.

The Clerk also reported that the Financial Risk Assessment and the Financial Rules and Regulations had also been discussed by the Finance Working Group and these would be considered separately on the agenda at tonight's meeting.

Finally, the Clerk reported that the Finance Working Group had the responsibility for reviewing the duties of the Lengthsman and had agreed to ask each Parish Councillor for any duties that they felt needed to be undertaken by the Lengthsman then this could be pulled together as a definitive guide.

Resolved

That the report of the Finance Working Group is received and noted.

100. (21/22) Queen's Green Canopy

Councillor Mrs Joyce Chessell had asked for this item to be on the agenda so that the Parish Council could consider their involvement with the Queen's Green Canopy and events being organised by Preston City Council such as increased tree planting, and also what other events the Parish Council could organise locally to celebrate this special occasion.

Councillor Mrs Joyce Chessell said that she had discussed the possibility of planting a tree for the Platinum Jubilee on the village green with members of FOGG but also, she was looking across the Parish to see if there were any other areas suitable for planting trees such as land owned by farmers and she would like to see the community encouraged to take part in the tree planting scheme. It was noted that the Queens Platinum Jubilee would be held over four days from Friday 3 June to Monday 6 June inclusive. The Parish Council had traditionally been involved in a number of community events supporting key anniversaries such as Preston Guild and other Jubilees. Councillor Mrs Joyce Chessell suggested setting up a small Working Group to look at the Platinum Jubilee, how it could work and support other groups involved in events in the village and also what the Parish Council could do. This was unanimously agreed. Councillor Mrs Jayne Woollam, Councillor Mrs Lindsay Philipson, Councillor Agustina Oliver and Councillor Mrs Joyce Chessell agreed to be members of the Working Group and report back to the Parish Council on a regular basis.

Resolved

That, the Parish Council agrees to the establishment of a Platinum Jubilee Working Group to look at events to be held during the Platinum Jubilee in June and how the Parish Council can support and work together with the community to make the Jubilee an enjoyable and successful occasion.

101. (21/22) Financial Risk Assessment

As reported earlier, the Finance Working Group had reviewed the Financial Risk Assessment which was presented to the Parish Council for approval. It was noted that the Finance Working Group were not recommending any changes to the document as it was currently up to date and in line with statutory regulations. The Parish Council unanimously approved the Financial Risk Assessment and a copy is presented in the Minute Book.

Resolved

That, approval is given to the Financial Risk Assessment as now presented and a copy is included in the Minute Book.

102. (21/22) Financial Rules and Regulations

As reported earlier, the Finance Working Group had reviewed the Financial Rules and Regulations and these were presented to the Parish Council for approval. It was noted that the Finance Working Group were not recommending any changes to the document as it was currently up to date and in line with statutory regulations. The Parish Council unanimously approved the Financial Rules and Regulations and a copy is presented in the Minute Book.

Resolved

That, approval is given to the Financial Rules and Regulations as now presented and a copy is included in the Minute Book.

103. (21/22) Financial Matters and banking

It was noted that we currently had an estimated £146,892.93 in the Nat West bank as at 5 January 2022. This included £65 paid by St Michael's Primary School for the replacement defib pads, and £65 paid by the Village Hall for their replacement pads.

It was also noted that the following invoices had been paid since last meeting: -

Sal Gorton for website admin £232.94 (Cheque no 1110).

Cllr Mrs Jayne Woollam reimbursement for duplicate keys for noticeboard £24.00. (Cheque no 1111).

Adam Cooper, Contractor November £1,108.50 including materials £368.50, stone for Nellie Carbis. (Cheque no 1112).

Clerk's Salary December £951.48 + Newsletter distribution £171.60 = total £1,123.08. (Cheque no 1113).
Society of Local Clerks (SLCC) Membership £171.00. (Cheque no 1114).
HMRC Q3 Tax and NI £1,165.46. (Cheque no 1115).
Stephen Snape Security for additional camera £720. (Cheque no 1116 – CiL).
JRB Enterprise for dog bin bags £119.46. (Cheque no 1117).

It was also noted that we had paid NEST pension £48.88 Direct Debit 8 November and 6 December 2021. Water Plus Direct Debit for water for Nellie Carbis £17.61.

Resolved

1. The following invoices were agreed for payment: -

- i) Clerk's Salary 15/01/22 - £951.28 + reimbursement for zoom Oct 2020 – Dec 2021 15 months at £14.39 per month = £215.85, total £1,167.13.
- ii) Adam Cooper, Contractor December to be confirmed at the next meeting.
- iii) Newsletter printing invoice awaited.

2. Budget for 2022/23

With regard to the budget for 2022/23, the draft budget had been circulated to the Parish Council and as noted earlier the Finance Working Group had not received any further additions to the budget other than expenditure items approved at the previous meeting. The Parish Council unanimously approved the budget as presented and a copy is included in the Minute Book.

3. Precept for 2022/23

The Parish Council gave consideration to the precept for 2022/2023. After taking into account the budget as agreed above, it was unanimously agreed to set the precept at the same level as last year at £42,000 for 2022/2023.

104. (21/22) Clerk's report – for information only

The Clerk reported that there were a number of projects that the Parish Council had indicated that they wished to support and some of these involved the approval of Preston City Council. She suggested organising a zoom meeting for an initial discussion about the proposed projects then these could be taken forward with Preston City Council and others and that progress could be made between meetings of the Parish Council. This was agreed.

The Clerk also reported that Lancashire County Council Highways would arrange for the gullies on the corner of Whittingham Lane to be cleaned in order to alleviate any blockages that were causing the flooding on the corner of Whittingham Lane/Village Green.

105. (21/22) Date of Next Meeting

It was noted that the next Parish Council meeting would be held on Thursday 3 February 2022 at 7.30 pm to be held at Grimsargh Village Hall.