

## **Grimsargh Parish Council**

Minutes of the Parish Council meeting held on Thursday 7 July, 2022 held at Grimsargh Village Hall at 7.30pm.

**Present:-** Councillor Peter Burton (Chairman); Councillor David Hindle (Vice-Chairman); Councillor Mrs Joyce Chessell; Councillor Mrs Lynda Cryer; Councillor Terry Cryer; Councillor Mrs Agustina Oliver and Councillor Mrs Jayne Woollam.

**In attendance:-** Sue Whittam – Clerk to the Council  
10 members of the public

### **29. (22/23) Apologies for Absence/Chairman's Health & Safety Announcements**

Apologies for absence were received from Councillor Stephen Whittam – Preston City Council. 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. The Chairman, Councillor Peter Burton also informed the Parish Council that there was an Item of Urgent Business that the Parish Council would need to consider at this evening's meeting. This related to the Public Rights of Way Local Delivery Scheme for 2022/23 which the Parish Council needed to "opt into" by the 31 July 2022. This was unanimously agreed.

### **30. (22/23) Declarations of Interest**

Councillor David Hindle declared a personal and prejudicial interest in Item 16 – Land close to Grimsargh Wetlands as Chairman of the Grimsargh Wetlands Trust. Councillor Mrs Jayne Woollam also declared a personal and prejudicial interest in Item 16 – Land close to Grimsargh Wetlands as Secretary to Grimsargh Wetlands Trust.

### **31. (22/23) Minutes of the Last Meeting**

#### **Resolved**

That the minutes of the Parish Council Meeting held on 2 June 2022 be approved as a correct record and signed by the Chairman.

### **32. (22/23) Adjournment for Public Participation**

The Chairman, Councillor Peter Burton adjourned the meeting for public participation and welcomed the members of the public who had come along to the meeting. It was noted that a number of residents wished to discuss the proposed change of use from a dwelling house into a children's home at 44 Douglas Lane, Grimsargh (reference 06/2022/0550). The Clerk reported that the application did not require planning permission and was not subject to consultation. It was noted that a Certificate of Lawfulness was granted by Preston City Council on 30 June 2022. A number of residents spoke to the Parish Council about their concerns regarding the change of use and in particular that this could go ahead without consulting local residents. It was noted that the home was for up to four children between the ages

of 8-18 with two carers working on a rota basis. Residents were concerned about the large difference in the age ranges of the children to be looked after, and who would ensure that the older children received the support they needed and did not cause any issues in the area. Concerns were also raised about the number of cars using the premises especially as the staff would be working on a rota and covering both day and night. The Chairman, Councillor Peter Burton said that he understood the issues raised by residents but as the Certificate of Lawfulness had been granted, there was not a lot the Parish Council could do. The Clerk suggested writing to the proposed owners of the children's home to ask if they would be willing to meet with the Parish Council and residents to discuss how the home would be managed and to reassure the local community regarding their concerns. The Clerk also agreed to keep the residents informed and she asked those present who wished to be contacted and their details shared with other residents to indicate in the attendance book and to provide their email addresses. This was agreed. The Chairman, Councillor Peter Burton thanked the residents for attending to raise this issue with the Parish Council.

The Chairman, Councillor Peter Burton then asked if anyone else had anything to raise under this item. One member of the public had come along to listen to the Parish Council as he was interested in one of the vacancies. He gave a bit of background to the Parish Council regarding his previous experience. The Chairman, Councillor Peter Burton explained that anyone interested in joining the Parish Council was asked to attend two meetings of the Parish Council to understand the type of work the Parish Council was involved in and to see if they would like to get involved.

Councillor Mrs Joyce Chessell thanked everyone for their involvement in the fantastic Platinum Jubilee Event which had been very successful despite the weather. She informed the Parish Council that she had received a lovely thank you card from one of the pupils from the school and everyone had enjoyed the celebration. Councillor Mrs Jayne Woollam said that it had been a fabulous day and it was great to see so many volunteers who helped to make the event a success. She said that the Field Day Committee and in particular Keith Middlebrough had been a fantastic help. The Parish Council agreed to put on record their thanks to Keith Middlebrough for his help with the event.

Councillor Mrs Joyce Chessell also informed the Parish Council that Rennie Pinder had been in touch and he had been unable to do the original data collection on speeding as planned due to issues with the camera, however he had recently placed the cameras at either end of the village. He had been unable to place a camera on Whittingham Lane as it was currently closed due to road works. Councillor Mrs Joyce Chessell said this would provide baseline information. There was a brief discussion about this and the Parish Council agreed that a further data collection exercise should be held when Whittingham Lane was open and the schools were back after their summer break. The Clerk would add this to the Agenda for the September meeting so this could be ratified by the Parish Council.

The Chairman, Councillor Peter Burton then reconvened the meeting.

### **33. (22/23) Town and Country Planning Act, 1990**

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

- |              |   |   |
|--------------|---|---|
| 06/2022/0654 | - | 22 Yew Tree Avenue, Grimsargh PR2 5LA<br>Single storey rear extension.                  |
| 06/2022/0698 | - | Parkside House, Whittingham Lane, Grimsargh<br>Balcony to side and balcony over garage. |

With regard to Planning Applications 06/2022/0654 and 06/2022/0698, the Parish Council had no comments to make on these applications.

The Parish Council noted that a Certificate of Lawfulness had been granted by Preston City Council on 30 June 2022 to change a dwelling house at 44 Douglas Lane into a children's home (reference 06/2022/0550). This application had been discussed earlier at the meeting under public participation. Although the Parish Council were unable to do anything with regard to the Certificate of Lawfulness, as it had been granted and had not been subject to consultation, they did agree that the Clerk should contact the proposed owner of the children's home to ask for a meeting with the Parish Council and residents, to seek reassurance regarding the residents' concerns about the proposed home.

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

#### **Resolved**

- i) That, with regard to Planning Applications 06/2022/0654 and 06/2022/0698, the Parish Council had no comments to make on these applications.
- ii) That, with regard to the Certificate of Lawfulness granted by Preston City Council on 30 June 2022 to change a dwelling house at 44 Douglas Lane into a children's home (reference 06/2022/0550), that the Clerk contact the proposed owner and ask for a meeting with the Parish Council and residents to seek reassurance regarding the residents' concerns about the proposed home.

### **34. (22/23) Item of Urgent Business – Public Rights of Way Local Delivery Scheme for 2022/23**

With the agreement of the Chairman, Councillor Peter Burton and the Parish Council consideration was given to the above item as the deadline for "opting into" the Scheme was 31 July 2022.

The Clerk had circulated to the Parish Council a letter from Lancashire County Council (LCC) regarding the Public Rights of Way Local Delivery Scheme for 2022/23. It was noted that as in previous years the Parish Council would receive

£500 towards public rights of way work in the Parish. However, it was further noted that this year LCC were also giving an extra grant of £300 for biodiversity projects, the Parish Council was therefore asked if they wished to “opt into” both schemes for which the Parish Council would be given a total of £800.

The Parish Council unanimously agreed to “opt into” the Public Rights of Way Local Delivery Scheme for 2022/23 and also the Biodiversity Small Grants Scheme.

### **Resolved**

That, the Parish Council agrees to “opt into” the Public Rights of Way Local Delivery Scheme for 2022/23 and the Biodiversity Small Grants Scheme.

### **35. (22/23) Christmas Events Working Group**

Due to the success of the Platinum Jubilee Working Group, the Parish Council agreed to establish a Christmas Events Working Group to arrange the Parish Council events for Christmas 2022. Councillor Mrs Jayne Woollam and Councillor Mrs Joyce Chessell both agreed to be on the Working Group and it was agreed that Keith Middlebrough would be approached to see if he was willing to be co-opted onto the group. Simon Rusling who had done a great job on the Platinum Jubilee Working Group agreed to be part of the Christmas Events Working Group. It was noted that further people could be co-opted onto the Working Group as necessary.

It was noted that the provisional date for the Christmas Tree lights switch on/carols around the crib would be 2<sup>nd</sup> December 2022. The Clerk said one of the first issues to be resolved was the positioning of the crib on the Village Green so that the additional electrics could be undertaken in time for the event.

### **Resolved**

i) That, the Parish Council agree to the establishment of a Christmas Events Working Group to arrange the Parish Council events for Christmas 2022.

ii) That, Councillor Mrs Jayne Woollam and Councillor Mrs Joyce Chessell together with Keith Middlebrough and Simon Rusling are appointed to the Working Group. It was noted that further people could be co-opted onto the Working Group as necessary.

### **36. (22/23) Grant Application for Grimsargh Village Hall**

The Parish Council gave consideration to a grant application from Grimsargh Village Hall for the continuing aesthetic transformation of the hall and improvements to the rear of the grounds. A copy of the application form and supporting documentation had been circulated to the Parish Council.

It was noted that the Village Hall Committee were applying for an estimated £38,000 which represented 50% of the total estimated total cost of £76,051. If the application was successful then the Village Hall would provide the final costings before the Parish Council awarded a grant. The Parish Council recognised that the Village Hall

was an important part of the village and felt that it was an important hub for the community.

After discussion the Parish Council unanimously agreed to award a maximum grant of £38,000 subject to the final quotes being received. This would be funded from Parish Council CiL monies.

It was noted that the Parish Council needed to look at how to manage larger grant applications which would usually be funded by CiL, as the small grants scheme was just for small scale projects, and not large projects in the village.

### **Resolved**

That, approval is given to a grant of up to a maximum of £38,000 to the Village Hall for their continuing aesthetic transformation of the hall, plus improvements to the rear of the grounds, subject to the final quotes being received. This would be funded by Parish Council CiL monies.

### **37. (22/23) Highways Issues/crossing**

Councillor Mrs Agustina Oliver informed the Parish Council that she had been speaking to a number of parents whose children attended Grimsargh St Michael's CE Primary School and they had raised concerns about the lack of a crossing outside the school. Councillor Mrs Agustina Oliver had set up a petition for a crossing and she had obtained 132 signatures and the petition was given to the Clerk together with a letter from the Headteacher of Grimsargh St Michael's School which supported the need for a crossing.

Councillor Mrs Agustina Oliver explained that it was dangerous crossing the road near the school and there had been a fatality although that was a number of years ago. No one wanted to see any further accidents.

The Clerk informed the Parish Council that there was a possibility of a scheme to widen the skew bridge and it was possible that this would help with the provision of a crossing. However, she would contact the Highways Officer at Lancashire County Council and ask for a site visit to discuss the crossing and also the issues around the Redrow roundabout. She would also speak to Andy Pratt, the Deputy Police & Crime Commissioner who was responsible for road safety.

Councillor Mrs Agustina Oliver said she would forward any further letters of support to the Clerk. The Clerk also gave Councillor Mrs Agustina Oliver the road safety banner from Lancashire County Council to put outside the school.

### **Resolved**

That, the Clerk contacts the Highways Officer at Lancashire County Council to ask for a site visit to discuss the possibility of a crossing outside Grimsargh St Michael's CE Primary School and also the issues around the Redrow roundabout. In addition to this the Clerk would also speak to Andy Pratt, the Deputy Police & Crime Commissioner who is responsible for road safety.

### **38. (22/23) Wetlands Update**

Councillor Mrs Jayne Woollam as Secretary to Grimsargh Wetlands Trust gave an update to the Parish Council on the recent Wetlands Trust meeting. She said that a lady had approached the Wetlands Trust and had asked to keep some bee hives on the Wetlands. The lady would provide her own hives and equipment and would have her own public liability insurance. The Wetlands Trust was seeking the approval of the Parish Council for the bees to be kept on the Wetlands. Councillor Mrs Jayne Woollam said that Steve Whittam who was one of the Trustees had spoken to some of the residents and there did not appear to be any objection.

Councillor David Hindle as Chairman of Grimsargh Wetlands Trust talked to the Parish Council about the possibility of the Wetlands becoming a Site of Special Scientific Interest (SSSI), he asked if the Parish Council were willing to support this in principle. Councillor David Hindle explained that the process for becoming a SSSI would take some time and would involve providing a large amount of detailed data to Natural England. However, he said that it would provide protection for the site and an enormous amount of kudos. The Chairman, Councillor Peter Burton asked about the costs of going through the procedure to become a SSSI and also the benefits to the Parish Council. He also said he had looked at the information on the Natural England site and from a first glance it appeared that everything carried out on the site would require the approval of Natural England. Councillor Terry Cryer also asked about the pros of becoming a SSSI.

Councillor Mrs Jayne Woollam and Councillor David Hindle then left the meeting while the Parish Council discussed the issues raised. With regard to the bees, the Parish Council had no objection to bee hives being placed on the Wetlands. However, the Parish Council would want the Wetlands Trust to consult with the residents whose properties backed onto where the hives were proposed to be sited. If there were any concerns then it may be prudent to move the hives well away from properties. The honey that was produced could not be sold commercially and the lady should not have anyone visiting the hives. A copy of the public liability insurance should also be given to the Wetlands Trust.

With regard to the Wetlands Trust applying for SSSI status, the Parish Council agreed that more information was needed before any approval in principle was given. The Parish Council needed to understand all the pros and cons, the costs and the effect on the maintenance work on the Wetlands. The Clerk was asked to approach someone with the knowledge and expertise to give the Parish Council the information they required.

### **Resolved**

i) That, with regard to keeping bees on the Wetlands, the Parish Council had no objection to this. However, the Parish Council would want the Wetlands Trust to consult with the residents whose properties backed onto where the hives were proposed to be sited. If there were any concerns then it may be prudent to move the hives well away from properties. The honey that was produced could not be sold

commercially and the lady should not have anyone visiting the hives. A copy of the public liability insurance should also be given to the Wetlands Trust.

ii) That, with regard to the Wetlands Trust applying for SSSI status, the Parish Council agreed that more information was needed before any approval in principle was given. The Parish Council needed to understand all the pros and cons, the costs and the effect on the maintenance work on the Wetlands. The Clerk was asked to approach someone with the knowledge and expertise to give the Parish Council the information they required.

Councillor Mrs Jayne Woollam and Councillor David Hindle returned to the meeting.

### **39. (22/23) Friends of Grimsargh Green (FOGG)**

Councillor Mrs Jayne Woollam had circulated to the Parish Council an email from FOGG seeking advice from the Parish Council on how to take FOGG forward and the use and purpose of the Village Green. The Parish Council appreciated all the work that had been done by FOGG and were really supportive that they currently wanted to continue looking after the green, but were aware that they did need more volunteers and help.

The Parish Council felt that they could not give a steer on whether the Village Green should be manicured or natural as the green was owned by Preston City Council who ultimately had the responsibility for the land. The Parish Council were unable to give an amount as a grant each year without a particular project to support. However, the Parish Council agreed that if FOGG had a project with costs, then the Parish Council would do whatever they could to help. The Parish Council recognised that the Village Green was looking fantastic for the Platinum Jubilee event and that was thanks to the hard work of Tony and John. It was noted that the Parish Council had recently paid for the fantastic new mural on the green.

With regard to the planter on the Village Green that FOGG had planted up with lovely summer plants, the Parish Council agreed that they were not looking at removing this but they were looking at a suitable site on the green for the crib. It had been agreed previously that FOGG should be reimbursed for the plants in the planter and they could use the money previously given by the Parish Council to FOGG as part of the drainage project but was not used at that time due to the Parish Council paying for the drainage directly to Preston City Council.

The Parish Council agreed that the best way forward was for Councillor Stephen Whittam as the local City Councillor to arrange a meeting with FOGG and Mark Taylor from the Parks Department at Preston City Council to get a steer on the use of the green going forward.

### **Resolved**

That, the Clerk forwards the information provided by Councillor Mrs Jayne Woollam and FOGG to Councillor Stephen Whittam, and that he is asked to arrange a meeting with FOGG and Mark Taylor from the Parks Department at Preston City Council to get a steer on the use of the green going forward.

#### **40. (22/23) Social Media & Community Engagement**

The Chairman, Councillor Peter Burton had asked for this item to be on the Agenda. He said that currently the Parish Council had both a website and FB page but a lot of residents and local businesses were using Twitter. This was apparent after the Platinum Jubilee event when a lot of people posted pictures on Twitter about the event. The Chairman, Councillor Peter Burton said he was happy to look into setting up a Twitter account for the Parish Council if the Parish Council were happy with this. The Parish Council unanimously agreed.

#### **Resolved**

That the Chairman, Councillor Peter Burton looks into the possibility of setting up a Twitter account for the Parish Council.

#### **41. (22/23) Lancashire Parish & Town Council Charter**

It was noted that following on from the Lancashire County Council Parish & Town Council Conference held last year, Lancashire County Council (LCC) had created Charter which set out how LCC and Parishes could 'work together better'. It was reported that the Charter was recently ratified by LCC's Cabinet and they had requested that it was discussed and, if appropriate, ratified at Parish Council meetings. A copy of the Charter had been circulated to the Parish Council and the Parish Council was asked to consider the Charter.

The Parish Council agreed that they were happy with the document and looked forward to working better together with the County Council.

#### **Resolved**

That the Parish Council support the Charter produced by LCC and look forward to working better together with the County Council.

#### **42. (22/23) Financial Matters and banking**

It was noted that we currently had an estimated £195,905.84 in the Nat West bank as at 1 June 2022.

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

Cllr Mrs Jayne Woollam – reimbursement for Platinum Jubilee Prizes £33.95 + reimbursement for plants £20 = total £53.95 (Cheque no 1146).

Platinum Jubilee entertainment - £50 Gemma Brady (Cheque no 1147); £50 Richard McGovern (Cheque no 1148); £300 Sandy Smith (Cheque no 1149).

Clerk Salary £1,173.30 + £171.60 for newsletter distribution + £345.60 for First Aid for Platinum Jubilee = total £1,690.50. (Cheque no 1150).

JRB Enterprise Ltd – 2 invoices for dog bin bags £119.46 (noted that the second invoice included a price increase so cheque was for 2 x £119.46 = total £238.92.

The second invoice was for £130.26 so underpaid by £10.80, so this will be added to the next invoice received) (Cheque no 1151).



HMRC Q1 for tax & NI £716.78. (Cheque no 1152).  
Donna Kidd – Internal Audit Fee £70.00. (Cheque no 1153).  
Grimsargh Wetlands Trust Membership Fee - £100 (Cheque no 1154).

## **Resolved**

1) The following invoices were approved for payment: -

- i) Sally Gorton – for website admin December 2021 – July 2022 £266.69.
- ii) Adam Cooper Contractor – to be confirmed at the next meeting.
- iii) Reissue of cheque to Cllr Mrs Joyce Chessell –£734.97.
- iv) Clerk’s salary 15 July 2022 - £1,203.11.
- v) Simon Rusling reimbursement for football prizes (Platinum Jubilee event) - £45.00.

## **2) Internal Auditor’s report**

The Clerk reported that a couple of issues had been raised by the internal auditor. One of these related to some receipts which the Clerk had printed the wrong ones and these had now been corrected with the correct receipts printed off – no further action needed.

Adam Cooper (Contractor) presented a receipt but undercharged on his paperwork by 50p. The 50p to be added to his next invoice.

No further issues were identified. The Internal Auditor signed off the accounts and the Clerk reported that these had now been submitted to the External Auditor.

## **43. (22/23) Clerk’s report – for information only**

There were no further issues for the Clerk to report.

## **44. (22/23) Date of Next Meeting**

It was noted that the next Parish Council meeting would be held on Thursday 1 September 2022 at 7.30 pm at Grimsargh Village Hall.