

## **Grimsargh Parish Council**

Minutes of a remote meeting of the Parish Council held on Thursday 4 June, 2020 at 7.30 pm.

**Present:-** Councillor Mrs Lindsay Philipson (Chairman); Councillor Terry Cryer (Vice-Chairman); Councillor Mark Bell; Councillor Peter Burton; Councillor Lynda Cryer and Councillor Mrs Eileen Murray.

**In attendance:-** Sue Whittam – Clerk to the Council  
Councillor Ron Woollam – Preston City Council

Please note that the Parish Council agreed not to hold their Annual Parish Council Meeting until this could be held face to face in accordance with Regulation 4 of the Coronavirus Regulations. Consequently, the numbering of the Minutes will continue with the 19/20 sequence of numbering until the Annual Parish Council Meeting is held.

### **156. (19/20) Sound Check, Muting, Voting and Chairman's welcome to attendees**

Councillor Mrs Eileen Murray "hosted" the meeting and Councillor Mark Bell agreed to co-host the meeting. The Chairman, Councillor Mrs Lindsay Philipson welcomed everyone to this month's remote Parish Council meeting. It was noted that there were no members of the public present.

### **157. (19/20) Apologies for Absence**

Apologies for absence were received from Councillor Mrs Joyce Chessell; Councillor David Hindle and Councillor Ian Liptrot.

### **158. (19/20) Declarations of Interest**

None

### **159. (19/20) Minutes of the Last Meeting**

#### **Resolved**

That the minutes of the remote Parish Council Meeting held on 14 May 2020 be approved as a correct record and signed by the Chairman at the next face to face Council meeting in accordance with LGA 1972 sch. 12 Part VI para 41 (1).

### **160. (19/20) Adjournment for Public Participation and Policing Issues**

The Chairman, Councillor Mrs Lindsay Philipson adjourned the meeting for public participation, it was noted that there was no police report for this evening's meeting. The Chairman, Councillor Mrs Lindsay Philipson asked if anyone had anything to raise under this item. Councillor Ron Woollam informed the meeting that the "sink hole" in the road near Turner's had now been repaired and also that the road drains were being cleaned yesterday.

Councillor Mrs Eileen Murray asked if the Lengthsman could attend to the weeds in the soil on the path between Old Railway Walk and Waingate.

It was also noted that KT Recycling had gone into liquidation.

The Chairman, Councillor Mrs Lindsay Philipson then reconvened the meeting.

### **161. (19/20) Town and Country Planning Act, 1990**

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

- 06/2020/0453 - Brabiner Cottage, Brabiner Lane, Preston PR2 5SN  
Single storey rear extension following demolition of existing rear conservatory.  
(It was noted that the Clerk had checked with the Planning Officer and they had confirmed that the boundary for our Parish Council ran straight through the middle of this cottage).
- 06/2020/0501 - Chapel House Barn, Elston Lane PR2 5LE  
Outbuilding to side.

With regard to Planning Applications 06/2020/0453 and 06/2020/0501, the Parish Council had no comments to make on the applications.

It was noted that with regard to Planning Application 06/2018/1157 – land adjacent 329 Preston Road, this was being considered by the remote Planning Committee at Preston City Council on 11 June 2020 and it had been recommended for refusal by the Officer.

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

### **Resolved**

That with regard to Planning Applications 06/2020/0453 and 06/2020/0501, the Parish Council had no comments to make on these applications.

### **162. (19/20) Finance Working Group**

The Clerk reported that a remote meeting of the Finance Working Group had been held on Monday 1 June primarily to discuss the annual accounts for year end 31 March 2020; the investments and the annual statement to the Wetlands Trust. It was noted that all matters discussed would be discussed and agreed as appropriate under item 10 in the Agenda.

### **163. (19/20) Parish Council Newsletter**

Councillor Mrs Eileen Murray had circulated the draft online newsletter to the Parish Council for approval. It was noted that there was only a couple of minor additions and items including one for the village hall/farmers markets and village events which

would be finalised shortly. The Parish Council agreed that Councillor Mrs Eileen Murray had done an absolutely excellent job in pulling together our first online newsletter and the Chairman, Councillor Mrs Lindsay Philipson thanked Councillor Mrs Eileen Murray for all her hard work and expertise in designing the newsletter.

#### **164. (19/20) Noticeboard near The Hills**

It was reported that the noticeboard near The Hills needed and replacing and the Clerk had circulated to the Parish Council a possible alternative produced by a Company in Burnley. The proposed noticeboard was two door and made from recycled plastic. The cost was £550 including VAT and the Clerk reported that the manufacturer had confirmed that the header with Grimsargh Parish Council included would not involve any additional cost. The only additional cost would be for the extended legs if these were needed but the Clerk would check with the Lengthsman to see if these were required. With regard to the locking mechanism on the noticeboard the Parish Council would prefer a key type lock rather than a padlock. The Parish Council agreed to go ahead with the purchase of the noticeboard in recycled plastic oak and the additional extended legs if required and this would be funded from Parish Council CiL monies.

#### **Resolved**

That approval is given to the purchase of a new noticeboard to replace the noticeboard near to The Hills, made from recycled plastic oak together with the extended legs if required, and to be funded from Parish Council CiL monies.

#### **165. (19/20) Financial Matters and banking**

It was noted that as reported last month, we currently had an estimated £103,482.75 in the Nat West bank as at 5 May 2020. We were still awaiting the June bank statement.

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

27/05/20 – Sally Gorton for website administration £135 (Cheque no 1026).  
15/05/20 – Sue Whittam, Clerk's Salary £901.24 (Cheque no 1027).  
26/05/20 – Zurich Municipal for Parish Council insurance £840.96 (Cheque no 1028).  
31/05/20 – LALC Annual Subscription £481.40 (Cheque no 1030).

#### **Resolved**

1) The following invoices were agreed for payment: -

i) Sue Whittam 15/06/20 - £901.24.

ii) Adam Cooper Contractor May 78 hours @ £14.25 per hour = £1,111.50 + £130 for paint for bus shelters, planters and benches = total £1,231.50.

iii) It was noted that the Clerk had ordered some more dog dispenser bags and would confirm the cost at the next meeting.

## **2) Investments**

The Finance Working Group recommended the wording regarding the Parish Council investments that needed to be included in our accounts. The Annual Accounts for year end 31 March 2020 were circulated to the Parish Council and approved at the meeting.

In addition to the above an updated Investment statement had been prepared and was circulated to the Parish Council only. This was for not for publication as per paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended.

With regard to the Wetlands Trust it was agreed that an up to date statement would be prepared for the Wetlands Trust when they request this for their AGM. Currently the Trust was not holding any meetings due to Covid 19.

## **3) 2019/20 End of year report and Annual Return.**

The Clerk presented the end of year financial report which included the Annual Governance and Accountability Return (AGAR). i) The Parish Council reflected on the effectiveness of the system of internal control and approved and completed the Annual Governance Statement. ii) The Parish Council then considered the end of year financial report and approved the Accounting Statements which the Clerk would now arrange to get signed and dated by the Chairman, Councillor Mrs Lindsay Philipson. It was also noted that due to Covid19 the internal audit had not been carried out due to social distancing rules. The Clerk would arrange for the internal audit if possible, to be carried out before the annual accounts were submitted to the external auditor. (The due date for submission to the external auditor was 31 July 2020). It was further noted that Statutory Instrument (SI 2020/404) confirmed that the 30 working day period for the public to exercise their rights to examine the accounts would not start until the 1<sup>st</sup> September 2020. This would be advertised on our website.

## **166. (19/20) Date of Next Meeting**

It was noted that the next scheduled meeting of the Parish Council was due to be held on Thursday 2 July 2020 and the venue and process would be confirmed nearer the time of the meeting.