

Grimsargh Parish Council

Minutes of the Parish Council Meeting held on Thursday 7 September 2017 at 7.30pm held at Grimsargh Village Hall

Present:- Councillor Mrs Lindsay Philipson (Chairman); Councillor Peter Burton (Vice-Chairman); Councillor Mrs Joyce Chessell; Councillor David Hindle; Councillor Ian Liptrot; Councillor Keith Middlebrough and Councillor Mrs Eileen Murray.

In attendance:- Sue Whittam – Clerk to the Council.
Councillor Neil Cartwright – Preston City Council
Councillor Ron Woollam – Preston City Council
PC Chris Banks
1 member of the public

45. (17/18) Apologies for Absence/ Chairman's Health & Safety Announcements

Apologies for absence were received from, Councillor Mrs Lynda Cryer and Councillor Terry Cryer. The Chairman, Councillor Mrs Lindsay Philipson briefed the Parish Council on possible health and safety considerations for this evening's meeting.

46. (17/18) Declarations of Interest

Councillor David Hindle declared a personal and prejudicial interest in item 7 – Grimsargh Wetlands as a Wetlands Trustee and potential Chairman of the Trust. Councillor Ron Woollam also declared a personal and prejudicial interest in item 7 – as he is related to two Trustees on Grimsargh Wetlands Trust.

Councillor Mrs Eileen Murray declared a personal and prejudicial interest in item 5 – Town and Country Planning Act 1990 in relation to Planning Application 06/2017/0676, as she knew the land owner and had been contacted directly by the land owner about this application.

Councillor Mrs Eileen Murray also declared a personal and prejudicial interest in item 10 – Grant Application Grimsargh Pre-School as a member of the Village Hall Committee and Landlord of the applicant.

47. (17/18) Minutes of the Last Meeting

Resolved

That the minutes of the Parish Council Meeting held on 6 July 2017 be approved as a correct record and signed by the Chairman.

48. (17/18) Adjournment for Public Participation and Policing issues

The Chairman, Councillor Mrs Lindsay Philipson adjourned the meeting for public participation and welcomed PC Chris Banks to the meeting. PC Chris Banks apologised for not attending the Parish Council meetings for a while but all Police Officers continued to be involved in policing the fracking issues in the County. With regard to Broughton Police Station, PC Banks was unsure what was happening with the Police Station but at the moment it was still in use by the police and volunteers. PC Banks reported that PCSO David Reid had now moved on to a new job working with police cadets in East Lancashire and that PCSO Gemma McDonagh would be moving back to cover the rural areas from her current post at Sharoe Green.

With regard to crime in the area, PC Chris Banks reported that there had been a few burglaries in the village and in particular these crimes had usually been carried out during the day and involved the throwing of rocks through windows to gain access to the properties. There had also been a number of vehicles targeted in the village and also there had been a couple of domestic assaults and some fuel had been stolen from the Eccleston Homes site.

Councillor David Hindle informed PC Chris Banks about the act of vandalism at the Wetlands caused to the old brick pumping station. He had also reported to the police finding an empty purse/bag in one of the village bus shelters.

The Chairman, Councillor Mrs Lindsay Philipson said that she had reported some issues at the Nellie Carbis Millennium Woodland including some burning of rubbish in the woodland. PC Banks said they had visited the Woodland and had spoken to some young children who had probably not caused any of the previous damage but happened to be there at the time. PC Banks was keeping an eye on the Woodland. He reminded people to ring 101 with any non-urgent police matters.

With regard to the CCTV, PC Banks advised that the best way forward was for the Parish Council to take control of the system and appoint nominated persons to look at the CCTV.

The Chairman, Councillor Mrs Lindsay Philipson thanked PC Banks for attending the meeting and took the opportunity to also record our thanks to PCSO David Reid for all the work he had done in the village and to wish him good luck in his new position.

The Chairman, Councillor Mrs Lindsay Philipson asked if anyone else had anything to raise under public participation and Councillor Neil Cartwright stated that he had concerns about the reserved matters application for Park House Farm in relation to the dispersal of the affordable housing.

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

49. (17/18) Town and Country Planning Act, 1990

(Councillor Mrs Eileen Murray declared a personal and prejudicial interest in Planning Application 06/2017/0676 and left the meeting for consideration of this application).

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

- 06/2017/0676 - Land to the West of Preston Road, Grimsargh. Proposed older person's village for residents aged 55 years and over comprising 60 no. bedroom care home (Class C2), 60 no apartments (Class C3), 20 no bungalows (Class C3), surgery, associated landscaping and open space with all matters reserved except for access.
- 06/2017/0724 - Park House Farm, Whittingham Lane, Grimsargh. Reserved matters application (namely appearance, landscaping, layout and scale) pursuant to outline permission 06/2016/0719 for 34 no dwellings.
- 06/2017/0828 - Church House Farm, Preston Road, Grimsargh. Conversion of garage into living accommodation, single storey side extension, first floor extension and alterations to roof.

With regard to Planning Application 06/2017/0676, it was noted that a public meeting had been held before the Parish Council meeting to discuss this application and a number of comments had been made by residents. In addition, the Parish Council were aware that a number of residents had responded directly to Preston City Council and the Parish Council had looked at all the comments received. Councillor Peter Burton said that the proposed development was much too large for the village and the site. There were also concerns about the lack of "extra care", which was confined to the care home and not the apartments or bungalows and the lack of establishing a need for this facility in Grimsargh. The Planning Application was contrary to policy in particular the Preston Local Plan and Core Strategy Policy 1 as the proposed development was neither small scale or could be classed as infill. The proposed site also impacted on the Area of Separation and was therefore also contrary to Core Strategy 19 and the Preston Local Plan Policy EN4. The Parish Council also echoed the serious concerns of the residents that this proposed development would have a detrimental impact on the traffic in the village which was already a major problem and concern.

The Parish Council also discussed a number of other concerns relating to this development. Although it was appreciated that the application was for outline only, the applicant could not answer if the proposed bungalows would be one, two or more bedrooms. Their size would also impact on the traffic. In addition the entrance/exit to the proposed site would be a near blind bend and only metres from the village school where the school crossing point already caused traffic to back up twice a day.

The Parish Council also raised concerns about the principle of establishing an older person's village for over 55's. They felt that it would be better to integrate the elderly into the community rather than concentrating them all on one site.

The Parish Council also raised concerns that the schematics and design proposals for the scheme indicated that the care home would be three storeys and this was considered too high and would have a detrimental impact on the visual amenity in Grimsargh.

After taking into account all the issues as outlined above, the Parish Council unanimously agreed to object to Planning Application 06/2017/0676.

Councillor Mrs Eileen Murray returned to the meeting.

With regard to Planning Application 06/2017/0724 relating to the Reserved Matters application for Park House Farm, Grimsargh, Councillor Mrs Eileen Murray raised concerns about the affordable housing and that it appeared to be clustered together and not dispersed throughout the site. The Parish Council agreed to comment that they were unhappy with the location of the affordable houses on the site and that they should be dispersed around the site to promote community cohesion.

With regard to Planning Application 06/2017/0828 relating to Church House Farm, it was noted that there were no legitimate legal planning reasons for preventing this development and therefore the Parish Council had no comments to make.

Councillor Mrs Eileen Murray referred to an advanced copy of a flyer that would be circulated in the village about a possible development at the Longridge end of the village and it was seeking comments from residents. It was agreed that it may be useful if the applicant could come and speak to the Parish Council at some stage about their proposals.

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

Resolved

1) That, with regard to Planning Application 06/2017/0676 for the Older Person's Village in Grimsargh, that the Parish Council unanimously agrees to object to this Planning Application for the reasons outlined in the report above, but primarily because it is contrary to the Preston Local Plan and Core Strategy Policy 1, and also its impact on the Area of Separation which is contrary to Core Strategy Policy 19 and the Preston Local Plan Policy EN4. The application would also have a serious impact on traffic in the village.

2) That, with regard to Planning Application 06/2017/0724 relating to the Reserved Matters application for Park House Farm, Grimsargh, the Parish Council agreed to comment that they were unhappy with the location of the affordable houses on the site and that they should be dispersed around the site to promote community cohesion.

3) That, with regard to Planning Application 06/2017/0828 relating to Church House Farm, the Parish Council had no comments to make on this application.

50. (17/18) Neighbourhood Planning – update

The Chairman, Councillor Mrs Lindsay Philipson informed the Parish Council that the questionnaires had now been produced and they would be given out to those on the distribution list over the next few days so they could be delivered to each house in the village. It was noted that the Clerk had sent an email to the Parish Council over the summer break confirming that the questionnaires needed printing to keep to the timescales agreed and to spend the grant by end of January 2018. The cost of printing the questionnaires was funded by the grant and there was no cost to the Parish Council.

The Chairman, Councillor Mrs Lindsay Philipson said that there were a number of “drop off” points for people to return their questionnaires including the Post Office, St Michael’s CE Primary School, her house and also the Vice-Chairman’s house. The questionnaire could also be completed online.

Councillor Mrs Joyce Chessell confirmed that she was happy to deliver the questionnaires in her usual area and also Councillor Ron Woollam said he was happy to help with delivery. The Chairman, Councillor Mrs Lindsay Philipson thanked them both and also all who had volunteered to help.

It was noted that the next meeting of the Neighbourhood Planning Steering Group would be held on Wednesday 4 October at 7pm at the village hall.

Resolved

That the report is received and noted.

51. (17/18) Grimsargh Wetlands – update

(Councillor David Hindle and Councillor Ron Woollam declared a personal and prejudicial interest in this item and left the room for the duration of this item)

The Chairman, Councillor Mrs Lindsay Philipson gave an update to the Parish Council on the progress with the Charitable Incorporated Trust (CIO), and confirmed that the Trust had now been established and approved by the Charities Commission. The Trustees had started working hard and they had set up their own insurance and bank account. The Clerk confirmed that she had cancelled the Parish Council insurance for the Wetlands.

The Chairman, Councillor Mrs Lindsay Philipson also reported that a volunteer evening had been set up to discuss the work needed on the Wetlands with any potential volunteers. This would be held on Wednesday 20 September at 7.30pm at the village hall. A volunteer working party to carry out supervised works on the Wetlands would be held on Sunday 8 October 2017.

With regard to the lease, the Clerk confirmed that the amended version had gone back to the Solicitors and hopefully the final version would be ready soon.

The Chairman, Councillor Mrs Lindsay Philipson explained that the Trust now needed funds to start their works and also to enable them to start applying for grants. After discussion with the Trust it had been agreed that they would need up to £70,000 over the next three years. However, the Trust had asked that they receive this in smaller amounts to enable them to receive free banking. It was unanimously agreed that £20,000 should be transferred to Grimsargh Wetlands Trust for the maintenance of the Wetlands, and this money would be funded from the Parish Council's CiL monies. If the Trust did not use this money for the maintenance of the Wetlands then it would have to be returned to the Parish Council. This initial amount would also fund any tools/equipment needed for the Wetlands. The Parish Council also agreed that the Trust could approach the Parish Council at any time during the year for additional funds. However, any request for additional funding would have to be based on a sound business case, and as it had to be agreed by the Parish Council at their meetings, then adequate notice would need to be given to the Clerk to enable this to be included as an Agenda item for the next available meeting following the request. It was suggested that around one months' notice would be needed, and the Clerk agreed to include this information in the letter to the Grimsargh Wetlands Trust.

There was also a general discussion about liaison with the Trust and that an independent representative from the Parish Council should possibly be appointed to undertake this role. It was agreed that this should be added to the October Agenda of the Parish Council for discussion.

Resolved

- 1) That the progress with the Grimsargh Wetlands Trust is noted.
- 2) That approval is given to the transfer of £20,000 from Parish Council CiL monies to Grimsargh Wetlands Trust for maintenance of the Wetlands. If the money is not used for the maintenance of the Wetlands then it would have to be returned to the Parish Council.
- 3) That Grimsargh Wetlands Trust is advised that they can apply for additional funding anytime during the year subject to giving adequate notice to the Parish Council and supplying a sound business case.
- 4) That the Parish Council considers appointing an independent person as liaison with Grimsargh Wetlands Trust and this will be discussed at the October meeting of the Parish Council.

Councillor David Hindle and Councillor Ron Woollam returned to the meeting.

52. (17/18) Green Spaces/FoGG

With the agreement of the Chairman, Councillor Mrs Lindsay Philipson and all present it was agreed to discuss the Green Spaces and FoGG item together.

The Chairman, Councillor Mrs Lindsay Philipson explained that the Parish Council had now received the request from Preston City Council to contribute to the maintenance of the green spaces in Grimsargh and the amount requested was £3,190. A copy of the letter from Preston City Council had been circulated to the Parish Council.

There was a general discussion about the outstanding issues regarding green spaces. In particular Preston City Council had received money from the Redrow S106 agreement for maintenance of the play area on the village green up until 2021, so one of the questions would be what had happened to this money and was it being used for the maintenance as previously agreed? The letter also referred to the drainage on the football pitch which had been promised for a number of years so additional information was needed on when this would be done and if it would only go ahead if the Parish Council agreed to fund the maintenance of green spaces.

The Chairman, Councillor Mrs Lindsay Philipson also stated that the map provided by Preston City Council did not appear to include all the green spaces currently maintained by the City Council and this also needed clarifying.

Councillor Mrs Joyce Chessell explained to the Parish Council about the planting scheme drawn up by an Architect for Preston City Council and works that needed doing on the village green to prevent any unauthorised access. She also informed the Parish Council that due to illness FoGG was struggling to get some of the work done on the village green. Councillor David Hindle volunteered to help with the mowing and Councillor Mrs Joyce Chessell thanked him for the offer of help.

Councillor Mrs Joyce Chessell also informed the Parish Council that FoGG would receive 6,000 crocus bulbs from Rotary and they were hoping to plant these on or around the 24 October as this was World Polio Day. She suggested planting some of the bulbs on the grass banking near the Redrow roundabout as a possible suitable location. The Parish Council thought this was an excellent idea and the Clerk advised that Preston City Council would need to be consulted on this as they owned the land.

The Chairman, Councillor Mrs Lindsay Philipson said that as there were a number of issues that had not been covered in the letter from Preston City Council regarding green spaces, it would be beneficial if a further meeting could be held with Adrian Philips at Preston City Council to discuss outstanding issues before the Parish Council made a decision.

It was unanimously agreed that the Clerk together with the Chairman, Councillor Mrs Lindsay Philipson, the Chairman of FoGG, Councillor Mrs Joyce Chessell and one of our City Councillors either Councillor Neil Cartwright or Councillor Ron Woollam should attend a meeting with Adrian Philips at Preston City Council as soon as possible.

Resolved

That approval is given to the Clerk to arrange a further meeting with Adrian Philips at Preston City Council to discuss the outstanding issues on green spaces and their maintenance as outlined above. The meeting would include the Clerk, the Chairman, Councillor Mrs Lindsay Philipson, the Chairman of FoGG, Councillor Mrs Joyce Chessell and either Councillor Neil Cartwright or Councillor Ron Woollam.

53. (17/18) Grant Application – Pre School

(Councillor Mrs Eileen Murray declared a personal and prejudicial interest in this item and left the room for the duration of this item).

The Parish Council gave consideration to a grant application from Grimsargh Pre School for £100 towards play mats for the children. It was unanimously agreed that a grant of £100 is given to Grimsargh Pre School for play mats for the children.

Resolved

That a grant of £100 is given to Grimsargh Pre School to fund play mats for the children.

Councillor Mrs Eileen Murray returned to the meeting.

54. (17/18) New bins for Old Railway Walk

The Chairman, Councillor Mrs Lindsay Philipson reported that most bins had now been replaced on Old Railway Walk except for one at the Club end of Old Railway Walk. She suggested that this one also needed replacing and this was unanimously agreed. It was noted that the cost of the bin would be £350 excluding VAT. It was further agreed that the cost of the bin should be paid for from the Parish Council CiL monies.

The Chairman, Councillor Mrs Lindsay Philipson also mentioned that more dog poop bags were needed in the dispenser on Old Railway Walk and the Clerk would ask the Lengthsman to refill this and she would also add a request to purchase more bags onto next month's agenda.

Resolved

That approval is given to the purchase of a new bin for Old Railway Walk at a cost of £350 excluding VAT and that this should be funded from the Parish Council CiL monies.

55. (17/18) CCTV Project

The Clerk reported that she had not contacted the Head of ICT at the Police as yet about the CCTV as there had been a number of issues raised from his original letter, so she had arranged a meeting between Councillor Terry Cryer and Stephen Snape the installer of the CCTV to discuss how to move things forward. It was noted that Stephen Snape would look at the CCTV as soon as possible to ensure that it was still working. A user type agreement would also need to be set up between the Parish Council and the owners of the properties that had the CCTV and also consideration would need to be given about who would access the CCTV system if the Parish Council went ahead with installing a stand-alone computer at the village hall, subject to approval.

A further report would be given to the October/November meetings of the Parish Council. In the meantime the Parish Council agreed that no further letter should be sent to the Head of ICT at the Police about this and also that the Clerk should approach the Village Hall Committee to find out if they were willing to provide a room for the Parish Council computer to view the CCTV.

Resolved

- 1) That the Clerk contacts the Village Hall Committee to find out if they are willing to provide a room for a Parish Council computer to view the CCTV.
- 2) That no further letter is sent to the Head of ICT at the Police about this.
- 3) That further updates on progress with the CCTV are presented to the October/November meetings of the Parish Council.

56. (17/18) Planter Competition

The Chairman, Councillor Mrs Lindsay Philipson was pleased to report that Nellie Cowell had won first place for the lovely War Memorial and that Councillor Mrs Eileen Murray had been awarded the second prize with Peter Croft receiving third prize. The Cricket Club had also received a Highly Commended.

The Chairman, Councillor Mrs Lindsay Philipson reported that the awards event would be held on Sunday 24 September at 3pm at Little Town Dairy and that cake with tea/coffee would cost around £4.00 per person. The Parish Council agreed to approve a maximum budget of £115.00 for this event which also included the engraving of the winning shield.

Resolved

That approval is given to a maximum budget of £115.00 for the Planter Competition awards event to be held on Sunday 24 September at 3pm at Little Town Dairy.

57. (17/18) LALC Conference – Saturday 18 November 2017

The Parish Council gave consideration to appointing a representative from the Parish Council to attend the LALC Conference on Saturday 18 November 2017. It was unanimously agreed that the Chairman, Councillor Mrs Lindsay Philipson should attend the LALC Conference on behalf of the Parish Council.

Resolved

That approval is given to the Chairman, Councillor Mrs Lindsay Philipson to attend the LALC Conference on Saturday 18 November 2017 on behalf of the Parish Council.

58. (17/18) December Newsletter

The Parish Council gave consideration for items for the next Parish Council newsletter. The following were suggested:-

Neighbourhood Planning.
Wetlands final farewell – including possible information on memberships/volunteers.
Remembrance Sunday.
Carols around the Crib.

Parish Council meeting dates.
Spotlight on the Plough.
Article on volunteering.
Bulb planting on 24 October 2017.

The Chairman, Councillor Mrs Lindsay Philipson also mentioned that B & D Print had quoted for the newsletter. This would be discussed at the Parish Council meeting in October.

59. (17/18) Remembrance Sunday

The Parish Council gave consideration to the purchase of a wreath for the war memorial for Remembrance Sunday and this was unanimously agreed. It was noted that the estimated cost would be approximately £25 for a suitable wreath.

Resolved

That approval is given to the Clerk to purchase a wreath for the war memorial for Remembrance Sunday at an estimated cost of £25.

60. (17/18) Clerk's Matters

The Clerk reported that she had now set up her pension with NEST and that the staging date for Grimsargh Parish Council was 2 October 2017. The Direct Debit for pension contributions was approved and signed by the Parish Council.

The Clerk also reported that she needed a new printer, the present one having lasted since 2005. This would be a joint purchase with Farington Parish Council. It was estimated that a new printer would cost around £150 and this would be funded 50% each from both Grimsargh and Farington Parish Councils. This was unanimously agreed.

Resolved

1) That arrangements for the Clerks pension are noted and that the Direct Debit for pension contributions with the NEST pension scheme is approved and signed.

2) That approval is given for the Clerk to purchase a printer at an estimated cost of £150 to be funded jointly between Grimsargh Parish Council and Farington Parish Council.

61. (17/18) Financial Matters, update on signatories for bank accounts, update on budget and banking

It was noted that we currently had an estimated £242,638.43 in the bank as at 4 August 2017. This included the grant for the Neighbourhood Plan (£6,410) and the VAT claimed back (£2,971.33).

Resolved

1) It was noted that since the last meeting the following had been paid:-

i) Donna Kidd for internal audit £60.00 (Cheque no 859). It was noted that this was a different cheque number as referred to in July Minutes (856) as two cheques had been written by mistake – the first one was crossed through and stored with the accounts.

ii) Reissue of cheque to signs express for Wetlands banner – the initial cheque was made out to Jayne Woollam (852) but this has been reissued made payable to signs express for £89.28. (Cheque 860).

iii) TCV Membership as agreed at the last meeting - £38 (Cheque no 861).

iv) S Whittam reimbursement for Wetlands signage - £402.24 (Cheque no 862).

v) Wetlands Trust insurance (Sagar insurance) £1,400 (Cheque no 863).

vi) Clerk's salary 2,9,16,23 & 30 July = 5 weeks at £278.80 = £1,394 – tax and NI = £1035.28 (Cheque 864).

Cheque 865 still to be used.

vii) Adam Cooper Contractor – 74 hours at £13.75 per hour = £1,080.50. (Cheque no 866).

viii) Direct Debit for Water (now called Water Plus) for Nellie Carbis Millennium Woodland - £5.37.

2) The following invoices were agreed for payment:-

i) HMRC Q2 £1,249.35 (Cheque no 865).

ii) The Clerk, Sue Whittam, 6, 13, 20 and 27 August at £278.80 per week = £1,115.20 - tax and NI = £845.74. (Cheque no 867).

iii) Transfer of £20,000 to the Wetlands Trust as agreed earlier at the meeting. (Cheque no 868).

iv) Adam Cooper (Contractor) – 53 hours at £13.75 total £728.75. (Cheque no 869).

v) A cheque was signed for the Neighbourhood Plan Questionnaire printing and the amount would be confirmed at the October meeting. The cost of this was from the grant specifically for the Neighbourhood Plan.

vi) Grimsargh Pre School for grant awarded earlier at the meeting £100. (Cheque no 870).

3) The Parish Council noted the progress with signatories on the Parish Council bank accounts and the relevant forms were completed for forwarding to Nat West and NS & I. It was further noted that new signatories would need to complete an

additional individual form and go along to the Nat West with their ID. The Clerk would circulate the individual forms at the appropriate time.

4) The Parish Council further noted that there were no outstanding actions or issues raised by the internal auditor Donna Kidd and that the paperwork had now been forwarded to the external auditor BDO LLP.

5) The Parish Council also approved and signed the Direct Debit for the Clerk's pension with NEST as discussed earlier at the meeting.

6) The Parish Council gave consideration and approved the updated budget. It was noted that there were a couple of anomalies regarding the Clerk's salary and Tax & NI and the Finance Sub Committee agreed to look at this. It was further noted that the Nellie Carbis Millennium Woodland budget had not yet been spent and the Chairman, Councillor Mrs Lindsay Philipson agreed to contact the Land Girls to look at what work needed doing on the Woodland. A copy of the updated budget is presented in the Minute Book.

62. (17/18) Clerk's Report – for information only

There was nothing further for the Clerk to report.

63. (17/18) Date of Next Meeting

It was noted that the next meeting of the Parish Council would be held on Thursday 4 October 2017 at 7.30 pm at Grimsargh Village Hall.