

Grimsargh Parish Council

Minutes of the Annual Parish Council Meeting held on Thursday 12 May, 2011 at Grimsargh Village Hall, at 7.30 pm

Present:- Councillors A R Ellis ; Mrs J Chessell; D Hindle: Mrs E Murray and R G Woollam

In attendance:- Sue Whittam – Clerk to the Council
Councillor N Cartwright – Preston Rural East
Councillor T Davies – Preston Rural East
PC Chris Banks – Community Beat Manager
Russell Rees – Preston City Council

2 Members of the public present

1. (11/12) Appointment of Chairman 2011/2012

The Clerk reported that there had been one nomination for Chairman of the Parish Council and this was Councillor Mrs E Murray.

Councillor Mrs Eileen Murray was duly elected Chairman for the next 12 Months. She signed the Chairman's Acceptance of Office.

Resolved

That Councillor Mrs Eileen Murray is elected as Chairman of the Parish Council for 2011/2012.

2. (11/12) Appointment of Vice-Chairman 2011/2012

The Clerk reported that there had not been any nominations for Vice-Chairman of the Parish Council. Councillor Ron Woollam agreed to put his name forward and this was seconded by Councillor Mrs Joyce Chessell.

Resolved

That Councillor Ron Woollam is elected as Vice-Chairman of the Parish Council for 2011/2012.

3. (11/12) Disclosure of Personal and Prejudicial Interests

None.

4. (11/12) Apologies for Absence

Apologies for absence were received from Councillor Mrs Lynn McCann.

5. (11/12) Minutes of the Last Meeting

Councillor Joyce Chessell asked for it to be made clear in the minutes that Preston City Council had agreed to review the funding of the play area, and it was agreed that the following clause from the Cabinet meeting at Preston City Council should be included in the minutes:-

“(iii) authorise the Executive member for Environment to liaise with Officers (and change where appropriate) on the budget allocations and the maintenance sum, so as to ensure where practicable that the spend on the play equipment is maximised.”

Resolved:-

That, subject to the above, the minutes of the Parish Council meeting held on 7 April, 2011 be approved as a correct record and signed by the Chairman.

6. (11/12) Matters arising on the Minutes

The Chairman, Councillor Mrs Eileen Murray mentioned that all the square planters had now been adopted it was only the half barrels that needed sorting out. Councillor Woollam had agreed to adopt two half barrels, but he was unsure if any of the barrels needed replacing. The Chairman asked the Parish Council to have a think about where the half barrels could be sited and in the meantime Adam Cooper would check the barrels to see if they could be reused or if they needed replacing.

7. (11/12) Adjournment for Presentation on Guild Wheel, Public Participation and Policing Issues

The Chairman adjourned the meeting for a presentation on the Guild Wheel, public participation and an update on policing issues in the area. She welcomed Russell Rees, Head of Engineering at Preston City Council to the meeting who had come along to talk about the Guild Wheel.

Russell explained to the Parish Council that the Guild Wheel was a 21 mile circular route around Preston that would link important destinations and points of interest. The idea behind the Guild Wheel was to establish a linear park as a route for leisure. This would be a legacy for the 2012 Preston Guild.

Russell informed the Parish Council that the Guild Wheel would be delivered by a partnership approach consisting of Preston City Council, Lancashire County Council, REMADE, Groundworks and other volunteers. It was noted that parts of the wheel had already been completed and on other parts work had started. Russell distributed copies of maps and leaflets showing the route of the Guild Wheel and the progress so far. The Guild Wheel had the support of a number of local businesses in both the public and private sectors.

The Chairman, Councillor Mrs Murray thanked Russell for his informative presentation and asked if anyone had any questions. Councillor Joyce Chessell asked about the funding of the wheel and the cost of design and maintenance. Russell explained that he did not have full details of costing but was happy to forward these to the Clerk for circulation. With regard to ongoing maintenance, Russell explained that each owner would be responsible for their own section of the

Wheel, but they could also call on the Probationary Service and Neighbourhood Service Groups to help with day to day maintenance. The City Council would own 50% of the route.

The Chairman wished Russell well and hoped that everything would be finished within the projected timescales.

With the agreement of the Chairman and the Parish Council, item 14 Friends of Grimsargh Green was brought forward on the Agenda to be considered under public participation.

Councillor Joyce Chessell informed the Parish Council that she had been disappointed with the meeting with Councillor Gornall with regards to the renegotiation of the budget. However Preston City Council had confirmed that they would give a complete breakdown of all the costs and the Chairman Councillor Eileen Murray confirmed that she would be keeping an eye on this to make sure that Preston City Council stuck to this. A copy of the notes from the meeting with Councillor Gornall had been circulated to the Parish Council by e mail.

Councillor Joyce Chessell informed the Parish Council that FOGG had asked for a meeting with Matt Kelly. FOGG were not happy with the suggestion of a Focus Group to look at the designs for the playground but they would be happy if a Focus Group was created to look at "play provision" for the over 12 years as this would not be included in the current play ground proposals.

The Chairman asked if the parents/children would be consulted before the designs had been drawn up by Preston City Council. Councillor Joyce Chessell said that FOGG would carry out the consultation but would keep the Parish Council informed.

Councillor Tom Davies informed the Parish Council that he had received an e mail from Matt Kelly saying that he would organise a meeting shortly to discuss the play area designs.

Councillor Joyce Chessell also informed the meeting that David Porter was dealing with the car parking issue and with regard to the hedge laying details would be included in the Parish Council newsletter. She also informed the meeting that FOGG was working with local school children and an artist called Patricia Lee who was looking at putting a glass mosaic on the green. The website was www.patricialee.co.uk. All agreed that this seemed an excellent idea.

The Chairman then welcomed PC Banks to the meeting. PC Banks explained that he had cancelled this evenings PACT meeting due to the Parish Council meeting being on the same date. He informed the Parish Council that there had hardly been any crime in the area since the last meeting, in fact there had only been 3 crimes and 2 offenders had been arrested.

In particular on 24 April a car had been apprehended on Elston Lane and the owner had drugs on them. PC Banks said it was important for people to get in touch with the police when they see anything suspicious because it does work and people do get caught.

On 15/16 April there had been a burglary at Cow Hill when 2 quad bikes had been stolen from an unlocked shed. On 15 April there had been a scuffle at the Plough and a man was arrested.

At the moment the police were concentrating on leafleting people to warn them about leaving their property insecure. They were targeting open windows and dropping leaflets through them, then closing them from the outside.

PC Banks was asked about the recent road works on the bridge – when the bridge was closed to traffic and it chaos. PC Banks had been unaware of the road closure but the police did have a system in place to receive notification from the County Council when works were being undertaken. It was agreed that the Clerk should contact Chief Inspector James Lea to ask what had gone wrong with the communication during the recent road works/bridge closure and to also ask about the length of secondment for PC Zanelli.

PC Banks asked the Parish Council about the PACT priorities and it was agreed that parking outside school, (note letters, warnings and fixed penalties had recently been given out by the police); speeding in the Parish and making more use of the SPiDs in the village should be the priorities at the moment.

The Chairman thanked PC Banks for attending the meeting. It was noted that a representative from the Parochial Church Council was unable to attend and it was hoped that they could attend the June meeting to discuss the proposed cycle path.

The Chairman reconvened the meeting.

8. (11/12) Town and Country Planning Act, 1990

The following planning applications were presented:-

- 06/2011/0308 - Chapel House Farm Barn, Elston Lane, Grimsargh, PR2 5LE – Alterations to external elevations.
- 06/2011/0344 - Outline Application (Major) Former Ridings Depot and Land to north and south of Whittingham Road, Longridge.

Resolved

- i) That no observations be offered in respect of planning application 06/2011/0308.
- ii) That with regard to planning application 06/2011/0344 that Grimsargh Parish Council object to this planning application because of the impact that this development will have on traffic travelling through Grimsargh to Preston.

It was noted that the following tree works have been approved by Preston City Council

- 06/2011/0155 - Crown thin 1no Oak tree by 15% at 55 Douglas Lane, Grimsargh.

It was further noted that the following planning permissions have been granted:-

- 06/2009/0478 - Land South of Preston Road adjacent village hall and Ribblesdale Drive Grimsargh – outline planning permission for residential development of approximately 175 dwellings. (Redrow Homes Lancashire Ltd)
- 06/2009/0479 - Variation of condition no3 on approval of reserved matters 06/1999/0938 to layout area of open space adjacent to Grimsargh Village Hall as a junior football pitch with connecting bridge, and to lay out as informal open space other areas of open space previously approved as play areas (with payment by developer for provision of enhancement of off-site play equipment on Grimsargh Village Green) and for future maintenance of informal open spaces. (Redrow Homes Lancashire Ltd).
- 06/2011/0105 - 266 Longridge Road Grimsargh – erection of two storey extension to side and single storey extensions to rear of dwelling (following demolition of existing garage, car port and rear annexe).

It was also noted that the Clerk had received an e mail regarding the Central Lancashire Core Strategy hearings apologising as Grimsargh Parish Council had been omitted from the original invitations. The pre hearing date was on 17 May at 10.00 am and all Parish Councillors were advised to let the Clerk know if they wished to attend. The Chairman confirmed that she would be attending.

9. (11/12) Appointment of representatives to outside bodies, Sub-Committees and Working Groups

Resolved

i) That the following representatives are appointed to the outside bodies as listed below:-

1. LALC – Preston Area Committee (3 Members)

Councillor Mrs Eileen Murray
The Clerk
Councillor Andy Ellis

2. Boylton, Houghton and Farrington Charity (1 member)

Councillor Ron Woollam

3. The Education Charity of John Farrington (1 member)

Councillor Mrs Joyce Chessell

ii) That a Planning Sub-Committee is established consisting of the Chairman, Councillor Mrs Eileen Murray; Councillor Ron Woollam and Councillor Mrs Joyce Chessell, and that the constitution and terms of reference are approved as set out below:-

Planning Sub-Committee (3 Members)

Chairman of the Parish Council, (or Vice-Chairman in their absence) + 2 others

Terms of Reference

- i) The Planning Sub-Committee has delegated executive powers to consider all planning applications relating to Grimsargh Parish Council and to respond to Preston City Council.
- ii) The Planning Sub-Committee may canvas opinions for and against applications to assist with fair determination of applications. The Sub-Committee has an obligation to ensure that relevant parties are given an adequate hearing – applicants, as well as objectors, will have the opportunity to speak at meetings in accordance with Grimsargh Parish Council Standing Orders.
- iii) A record of all planning applications, the responses and eventual results shall be noted in the minutes of meetings.
- iv) The Sub-Committee will meet as the workload requires, with a minimum of 3 days clear notice given.
- v) All members of the Planning Sub-Committee shall try to attend a Planning Training Workshop organised by LALC or other appropriate body.

iii) That the work of the Guild Working Group continues and its constitution and terms of reference are agreed as set out below:-

Preston Guild Working Group (min 2 members of Grimsargh Parish Council) + members of the community and organisations as appropriate

Terms of Reference

- i) To look at how Grimsargh residents and Grimsargh Parish Council can be involved in the Preston Guild celebrations to be held in 2012.
- ii) To formulate ideas on how to promote Grimsargh during the Preston Guild year 2012.
- iii) To explore funding opportunities for Grimsargh's contribution to Preston Guild 2012

- iv) To report back on a regular basis to Grimsargh Parish Council their progress with regard to i) – iii) above.

It was noted that the next Guild Working Group would be held on Wednesday 25 May at 7.30 pm in the village hall.

iv) It was further agreed to establish a Conservation Working Group and that the Clerk would draft the terms of reference for the June meeting. It was also agreed that Councillor Andy Ellis; Councillor David Hindle and Councillor Ron Woollam would be members of the Conservation Working Group and that there would be one vacancy on the Group that would possibly be filled by a new member of the Parish Council.

v) It was also agreed that other working groups would be set up as and when necessary and would have clear terms of reference.

vi) With regard to the Nellie Carbis Millennium Woodland it was noted that Councillor David Hindle and Councillor Ron Woollam would continue to be the representatives and that as the Parish Council owned the woodland up dates would be given to the Parish Council when necessary.

vii) With regard to the Friends of Grimsargh Green (FOGG), it was noted that this group were totally independent from the Parish Council but obviously had close links and shared purpose, and that the Parish Council would continue to welcome regular updates via Councillor Mrs Joyce Chessell.

10. (11/12) Parish Council Vacancies

It was noted that following the uncontested election in Grimsargh we now had three vacancies on the Parish Council. Members of the Parish Council were asked to encourage any local person interested in becoming a Parish Councillor to attend the June meeting of the Parish Council to find out what was involved.

The Clerk would arrange for notices to be placed on the noticeboards and website to advertise the vacancies with a view to filling these at our July meeting.

With regard to training of new members of the Parish Council it was felt that the courses offered by LALC were useful and good value for money. However the next new councillor's course was scheduled for early July so it was suggested that the Clerk should find out about a bespoke course for new members of Grimsargh Parish Council, and report back to the next meeting.

11. (11/12) Review of Parish Council Insurance

The Clerk reported that the annual insurance premium was now due and that the AON Parish Council Scheme insurance via Alliance Insurance plc appeared to be the most cost effective for the Parish Council's purpose. The Fidelity Guarantee Insurance was also still in place, currently at a ceiling of £15,000.

Resolved

That the Parish Council continue its insurance arrangements with AON Ltd for the forthcoming year at a cost of £805.27 and, that the current insurance arrangements and Fidelity Guarantee are adequate to cover Grimsargh Parish Council.

12. (11/12) Annual Report and Newsletter

Members of the Parish Council were reminded to let the Clerk have newsletter items as soon as possible as the Clerk together with the Chairman would present a draft Annual report and newsletter at the next meeting.

13. (11/12) Conservation Status for Grimsargh

Councillor Ron Woollam explained to the Parish Council that the possibility of Grimsargh Parish Council looking at Conservation Status for parts of the Parish had been discussed briefly at the last meeting. A copy of the link to the English Heritage document on Conservation Status and its advantages had been sent to all Parish Councillors for them to access and look at the document.

Councillor Woollam explained that Nigel Roberts from Lancashire County Council was happy to carry out most of the work on this and it was noted that Preston City Council also had a dedicated officer who dealt with Conversation Status.

The Parish Council agreed in principle to pursue public opinion on Conservation Status and further agreed to set up a Conservation Working Group to start work on this. As noted in Minute 9 above, the Conservation Working Group would consist of Councillor Andy Ellis; Councillor David Hindle and Councillor Ron Woollam, with a vacancy to be filled by possibly a new member of the Parish Council. The Clerk would draft out the terms of reference for the June meeting.

Councillor Woollam emphasised that public consultation was of paramount importance and that he and Councillors Hindle and Ellis would draft out a newsletter item. All agreed with this suggested way forward.

14. (11/12) Suggestions for future Agenda

The Clerk explained that to comply with the requirements of quality status and to adopt best practice the Parish Council needed to consider amending future agenda. A draft paper had been circulated with the Agenda and it was agreed that these standard items should be adopted from the next meeting. A copy of the paper is attached to the minutes as Annex A.

Resolved

That, the Agenda for future meetings is amended in line with the paper presented and attached to these minutes as Annex A.

15. (11/12) Purchase of Flag/Flagpole

The Chairman explained that this item had been placed on the Agenda as a result of a request to fly a flag for Armed Forces Day on 25 June, 2011. The Chairman had priced the cost of a flag at around £10.00 with a flagpole costing £100. However it was noted that the Parish Council would need Planning Permission to place a flagpole in the village and there was also the problem of finding a suitable place to put this.

It was agreed that instead of applying for Planning Permission and purchasing a flag and flagpole that the Parish Council would consider giving a donation to Armed Forces Day or Help for Heroes at their next meeting in June.

16. (11/12) Best Kept Village Competition

It was noted that the judging of the Best Kept Village Competition would be carried out in early June. Members were asked to help encourage people to keep the village tidy. The Post Office planting area was mentioned and the Clerk agreed to contact them to advise them about the Best Kept Village Competition and to see if they could spruce the area outside the post office.

17. (11/12) Financial Matters, Review of Audit Arrangements and Banking

It was noted that we currently have around £19,884.19 in the bank (statement up to 21 April 2011). This included the VAT reimbursement of £1520.94 and the annual precept of £18,000. This did not include cheques approved but not yet cashed:- £372.38 LALC; £200 North West Air Ambulance and £1,000 FOGG. Note the cheque for FOGG was handed to Councillor Joyce Chessell at the meeting.

Resolved

- 1) That, the following invoices be approved for payment
 - i) Sue Whittam – Clerk pay for 4 April, 11 April, 18 April and 25 April - total £320.00.
 - ii) Sue Whittam – Clerk reimbursement for photocopying – two receipts totaling £38.40.
 - iii) Adam Cooper – Lengthsman - 54 hours @ £11.50 per hour including vat at £124.20 – total £745.20
 - iv) Annual insurance premium – AON Ltd £805.27.
- 2) The Parish Council approved the accounts and asset register for the year end 31 March 2011 as now presented and the Chairman signed three copies of the bank reconciliation. It was noted that the external audit date for the Parish Council was 8 July 2011.
- 3) That, Donna Kidd is appointed as internal auditor at a cost of £50.00.

18. (11/12) Grimsargh Field Day

It was noted that the Grimsargh Field Day would be held on 25 June. There was a general discussion on how the Parish Council should be involved and if they should have a stand at Field Day. It was agreed that although the Parish Council fully supports Field Day, they did not feel that a stand would be appropriate or worthwhile, but would explore other ways to keep the community informed of Parish Council activities.

19. (11/12) Grimsargh Vicarage – Application for Listed Building Status

It was noted that the application for Listed Building Status for the vicarage was unsuccessful and although disappointed the Parish Council accepted the decision.

20. (11/12) Matters Introduced by Members

Councillor R G Woollam

Raised the untidy state of the land at Rough Hey/Redscar. The Chairman would raise this with Councillor Neil Cartwright when she met with him next week.

Councillor A E Ellis

Mentioned the bent poles outside the Post Office. The Clerk to look into this. Also the use of advertising boards around the village. The Clerk to find out about this as well.

Councillor Mrs J Chessell

Mentioned Lindale Avenue grass verge. The Clerk had asked Adam but he did not know who cut the grass there – so the Clerk to speak to Peter Croft.

The bat walk around Grimsargh on 13 May was also mentioned.

21. (11/12) Date of Next Meeting

It was noted that the next meeting would be held on Thursday 2 June, 2011 at 7.30 p.m. in the Village Hall.

There being no further business, the Chairman closed the meeting at 10.45 pm