

Grimsargh Parish Council

Minutes of Grimsargh Annual Parish Council Meeting held on Thursday
10 May, 2012 at Grimsargh Village Hall at 7.30 pm.

Present:- Councillor Mrs Eileen Murray; Councillor P Burton; Councillor Mrs L Cryer; Councillor Andy Ellis; Councillor David Hindle; Councillor Mrs L McCann and Councillor Ron Woollam.

In attendance:- Sue Whittam – Clerk to the Council
PCSO David Reid – Lancashire Constabulary
1 member of the public present

1. (12/13) Appointment of Chairman 2012/2013

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 2012/2013.

2. (12/13) Appointment of Vice-Chairman 2012/2013

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

Resolved

That Councillor Andy Ellis is elected as Vice-Chairman of the Parish for 2012/2013.

3. (12/13) Disclosure of Personal and Prejudicial Interests

None.

4. (12/13) Apologies for Absence

Apologies for absence were received from Councillor David Nicholson, Councillor Mrs Joyce Chessell, Reverend Halliwell, Councillor Tom Davies and Councillor Neil Cartwright.

5. (12/13) Minutes of the Last Meeting

Resolved

That, the minutes of the Parish Council meeting held on 5 April, 2012 be approved as a correct record and signed by the Chairman.

6. (12/13) Adjournment for Public Participation and Policing Issues

The Chairman adjourned the meeting for public participation and welcomed PCSO David Reid to the meeting. PCSO Reid explained to the Parish Council that he had been comparing crime figures between this year and last year. There had been 63 crimes in Grimsargh for 2011/2012 and this was a reduction of two crimes on the previous year. He informed the Parish Council that 26 of these crimes had been due to people leaving their sheds/garages unlocked so if people were just more vigilant then crime in Grimsargh could be greatly reduced. PCSO Reid explained that the police had been targeting the gangs that were carrying out the thefts in sheds and garages and he had recently hidden in some bushes and apprehended four lads who were equipped to commit robbery. The Chairman, Councillor Mrs Eileen Murray suggested that the Parish Council should put something on their website to warn people to keep the sheds and garages locked.

PCSO Reid then gave an overview of recent crimes in the area. There had been a burglary at a shed that had been left unlocked and also an incident of criminal damage at The Plough. There had also been an issue with catalytic converters being stolen from Brown's Garage, and a bike theft on Ribblesdale Drive.

PCSO Reid informed the Parish Council that the Grimsargh Field Day would be policed and Chris Banks was speaking to the Field Day organisers to arrange.

It was also noted that there had been a recent increase in poaching in the area with three deer being killed and a bear type trap being recovered in Barton/Goosnargh. PCSO Reid urged people to ring 101 if they spotted anything suspicious.

The member of the public informed the Parish Council that the Young at Heart Group had some stickers available for people to put on their sheds/garages saying that the building was alarmed. PCSO Reid also confirmed that they had some shed alarms available at Broughton Police Station and people could come along and receive one.

The Chairman, Councillor Mrs Eileen Murray thanked PCSO Reid for attending the meeting.

It was noted that no one had attended the Parish Council surgery again this evening and it was agreed that these would be discontinued if there was no interest. It was further noted that Councillor Andy Ellis and Councillor Mrs Lynn McCann would hold the surgery before the next meeting on 7 June 2012.

With regard to the internet sessions the Chairman understood that there may be one lady interested in attending the next session. It was noted that the next session would be held on 14 May (later date because of the Bank Holiday), between 1-3 pm

in the Village Hall. Councillor Ron Woollam and Councillor Mrs Lynda Cryer agreed to run this session. It was further noted that Mike McCann and Councillor Mrs Lynda Cryer would run the internet session on Monday 14 June (also later date due to the Queen's Jubilee Bank Holiday).

Councillor Ron Woollam had asked for football pitches in the village to be added to the agenda as he had been approached by Chipping Boys Football Team to see if there were any pitches available in Grimsargh. The Clerk confirmed that she had also been approached by Ribbleton Rovers with a similar request. It was noted that the only football pitch was owned by Preston City Council and was at the far end of the village green. The Parish Council were unsure how this was managed but were concerned about the drainage and suitability of the pitch. It was agreed that the Clerk should contact Matt Kelly to find out more information about the pitch and its use.

The Chairman, Councillor Mrs Eileen Murray then reconvened the meeting.

7. (12/13) Town and Country Planning Act, 1990

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

06/2012/0280 - 32 Nook Glade, Grimsargh Preston. Erection of single storey extension to rear of dwelling.

It was also noted that the Hallam Land Management Planning Application for land North of The Hills had been refused by Preston Planning Committee. Members of the Parish Council had received numerous positive comments and thanks for the Parish Council working so hard to object to this Planning Application.

It was further noted that there was a current consultation on the Draft Supplementary Planning Documents on Affordable Housing, Controlling Re-use of Employment Premises, Rural Development, Access to Healthy Food and Design Guide. Comments on these documents had to be submitted by 30 May 2012.

It was reported that items on the Sites for Preston Consultation and the Ribble Valley Core Strategy will be included on the Agenda for the June meeting of the Parish Council.

Resolved

1) That the Parish Council had no observations to make in respect of Planning Application 06/2012/0280.

2) That with regard to the Draft Supplementary Planning Documents on Affordable Housing, Controlling Re-use of Employment Premises, Rural Development, Access to Healthy Food and Design Guide, that the Parish Council has no comments to make on these documents.

8. (12/13) 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. Preston Area Committee (3 Members)

Councillor Mrs E 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 J 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:-

1. 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 Preston Guild 2012 Advisory Working Group continues and its constitution and terms of reference are agreed as set out below:-

1. Preston Guild 2012 Advisory Working Group (min 2 members of Grimsargh Parish Council) + members of the community and organisations as appropriate. Councillor Peter Burton and Councillor Ron Woollam and any other Parish Councillors can attend if they wish.

Terms of Reference

The group shall be known as the Grimsargh Parish council Guild 2012 advisory working group.

Membership shall consist of 2 members of the parish council and any individual or group interested in holding an event to celebrate Preston Guild during 2012 and /or specifically during Grimsargh Guild week from the 16th to the 23rd of June. All parish Councillors are welcome to attend meetings.

It is acknowledged that some groups have been established for some time, hold annual events and will therefore probably need less support than others, but will be included in the programme of events.

The Parish Council will not be liable for individual events held throughout the year.

The group will meet every month/two months as necessary.

Specific Objectives

The working group will -

- Identify a calendar of events for 2012
- Produce a programme of events for Grimsargh Guild week
- Clarify the individual / groups responsible for each event
- Discuss the requirements for Health and Safety procedures
- Discuss those events requiring Public indemnity Insurance
- Identify funding sources
- Identify suitable sites for publicity.
- Discuss issues and concerns raised by individuals during the meetings

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

2. Community Engagement Working Group – Councillor Andy Ellis, Councillor Mrs Eileen Murray, Councillor Lynn McCann, Councillor Lynda Cryer and Councillor Peter Burton

Terms of Reference

- a) To explore and recommend new/improved methods of communicating with the community. The aim being to improve awareness throughout the Village of the activities of the Parish Council and increase the amount of feedback and incoming information from residents.
 - b) To explore and recommend new/improved methods of involving residents in activities to improve our community environment
 - c) The Group will appoint a Chairman or co-ordinator who will write up notes from the meetings, suitable for communicating to the rest of the Parish Council and also for publication on the website.
- iv) That the work of the Conservation Area Status Working Group continues and its constitution and terms of reference are agreed as set out below:-

3. Conservation Area Status Working Group – Councillor Ron Woollam, Councillor David Hindle, Councillor Andy Ellis and Councillor David Nicholson

Terms of Reference

1. To identify areas/individual properties worthy of conservation.
 2. To prioritise these areas
 3. To record the pros and cons of conservation status for the identified area/property
 4. To seek where appropriate, professional advice
 5. To agree before incurring any expenses for the work
 6. To produce a report with recommendations for the Grimsargh Parish Councils consideration
- v) That the work of the Finance Working Group continues and its constitution and terms of reference are agreed as set out below:-

4. Finance Working Group – The Clerk - Sue Whittam, Councillor Mrs Eileen Murray, Councillor Mrs Lynn McCann and Councillor Peter Burton

Terms of Reference

- Review and update Grimsargh Parish Council's Financial rules and regulations.
- Review and make recommendations on the budget provision to ensure it is adequate for the Parish Council's needs for 2012/2013.
- Review and report on the Fidelity Guarantee to make sure the Parish Council is adequately covered.
- Provide a written report from its meetings and report back to the Parish Council with recommendations for action.

vi) That the work of the Nellie Carbis Millennium Woodland Working Group continues and that Councillor Ron Woollam and Councillor David Hindle are the members of the Parish Council on the Working Group. With regard to the Terms of Reference it was agreed that Councillor David Hindle and Councillor Ron Woollam would draft the Terms of Reference. It was noted that the Working Group would look at the financial issues with a view to possibly amalgamating these with the Parish Council bank accounts over the next 12 months.

vii) That the following bodies report to the Parish Council as and when necessary:-

1. FoGG (Friends of Grimsargh Green) – Councillor Mrs Joyce Chessell.
2. Redrow Residents Association – Councillor David Nicholson.

9. (12/13) Nellie Carbis Millennium Woodland

Councillor Ron Woollam and Councillor David Hindle presented the notes from the Nellie Carbis Woodland Working Group held in February that had been circulated to the Parish Council. It was noted that the insurance was due on the woodland at the end of May, and as it was not possible for the Parish Council to have one insurance policy covering the woodland and the Parish Council's requirements due to the separate bank accounts, Councillor Ron Woollam agreed to pay the normal insurance policy to BTCV from the Nellie Carbis Woodland Bank Account.

It was noted that the bench in memory of Sam Sellers had now been installed in the woodland and it was agreed that the Clerk should contact Margaret Sellers to see what she would like to do with regard to an official dedication service.

It was further noted that the Gardening Club had contacted Pat Tucker about the inclusion of the Nellie Carbis Millennium Woodland in the open gardens event for Preston Guild. The Gardening Club were willing to help out with a tidy up of the woodland before the event. It was agreed that the Clerk would forward the e mail from Pat Tucker to Councillor David Hindle and Councillor Ron Woollam and they would speak to David Leech and Stephen Hutson who managed the woodland.

The possibility of new signage/noticeboard for the woodland was discussed and the Clerk would look at the possibility of a grant to fund this and County Councillor Wilkins was mentioned as a possible source of funding.

Resolved

That the report is received and noted.

10. (12/13) Friends of Grimsargh Green (FoGG)

Councillor Mrs Joyce Chessell was not present at the meeting but an updated report had been circulated with the Agenda.

It was noted that Councillor Mrs Chessell had contacted Matt Kelly at Preston City Council to chase up the paperwork on Queen Elizabeth II status for the Village Green.

Councillor Andy Ellis said that some of the lights had been moved on the village green and wondered if this was in relation to ongoing works on the park.

Resolved

That the report is received and noted.

10. (12/13) Redrow Resident's Association

Councillor David Nicholson was not present at the meeting but an updated report had been circulated with the Agenda.

It was noted that the Residents Association were currently in the process of setting up a Neighbourhood Watch Scheme for the estate. It was further noted that a Jubilee Lunch would be held on 3 June.

Resolved

That the report is received and noted.

11. (12/13) Community Engagement Working Group

Councillor Andy Ellis gave an update to the Parish Council on the recent work undertaken by the Community Engagement Working Group. In particular the Working Group was looking at the possibility of providing a Community Welcome Pack for new people moving into the village. Councillor Mrs Lynn McCann was liaising with the Church to see if a joint pack could be provided.

Councillor Ellis informed the meeting that with regard to the Parish Plan the Working Group were not clear on the best course of action between a Neighbourhood Plan and/or updating the existing Parish Plan. It was felt that some expert advice was needed and the Clerk agreed to find someone to come along to the Parish Council meeting to discuss this at their June or July meeting.

The Community Engagement Working Group was also keen to establish a Youth Council and a virtual forum on Facebook was being considered. All agreed that it was important for the younger people in the village to have an input.

With regard to revising the logo, there was a general discussion and it was agreed that the Guild Logo designed by Amelia Small would be superb as the new Parish Council logo. It was further agreed that Councillor Mrs Eileen Murray would approach a sign making firm to see if the logo could be adapted for the Parish Council's needs.

Resolved

That the report is received and noted.

12. (12/13) Guild Advisory Working Group

The report from the latest Guild Advisory Working Group was presented and all agreed that the Working Group had worked hard and had delivered what promised to be a fantastic contribution to Preston Guild by the people of Grimsargh.

The Chairman, Councillor Mrs Eileen Murray said that they were hoping to have a photographic display of the current planned activities in the village hall.

Resolved

That the report is received and noted.

13. (12/13) Planters

The Chairman, Councillor Mrs Eileen Murray explained that a couple of planters were still unadopted in the village and also some had been overturned again late at night. It was agreed that some of the planters would be moved near to the bench on Old Railway Walk and the Clerk would liaise with the Lengthsman about this. It was also agreed that the Chairman could purchase plants for the planters on the Parish Council's behalf.

14. (12/13) Heritage Walk information board

The Chairman informed the Parish Council that Pat Tucker had approached the Parish Council about the possibility of a heritage walk information board to accompany the heritage walk brochure. It was agreed that this would be a good idea and the board should be sited if possible next to the village green on the car park – the Clerk to speak to Matt Kelly about this. It was further agreed that if Preston City was happy with this then the Clerk would approach Adam to construct the board.

15. (12/13) Parish Council Insurance

The Clerk reported that the Parish Council insurance was due on 1 June and she had been obtaining quotes for the most cost effective price that would satisfy the Parish Council's needs. The Clerk reported that Zurich Insurance Company appeared to be providing the best deal saving the Parish Council around £200. It was agreed that the Clerk should e mail the costings to the Parish Council for approval.

16. (12/13) Financial Matters, Budget and Banking

It was noted that we currently had an estimated £28,136.63 in the bank as at 1 May 2012. The Parish Council had received the annual precept from Preston City Council - £24,500. We had also received a cheque from Mrs Siddle for the bench - £279.16.

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

- 1) 02/05/12 – Cyan bench for Old Railway Walk - £334.99. (Cheque no 000589).

- 2) Adam Cooper Lengthsman's duties April – 41 hours @ £11.50 = £471.50 + VAT at 20% (£94.30) = £565.80. (Cheque no 000590).

Resolved

- 1) That, the following invoices be approved for payment
- Sue Whittam – Clerk – 2 April, 9 April, 16 April, 23 April and 30 April = 5 weeks at £92 (new rate of £11.50 per hour from 1 April as agreed) = total £460. (cheque no 000591).
 - FoGG grant as agreed at the March 2012 meeting – to be handed to Councillor Mrs Joyce Chessell. (cheque no 000592).
 - Annual Insurance premium. (cheque no 000593).
- 2) It was noted that the Clerk had submitted the end of year VAT claim totally £1,514.58.
- 3) It was agreed to appoint Donna Kidd as the internal auditor at a cost of £50 and it was noted that the external audit date was 18 June 2012.
- 4) It was further noted that the Clerk has sent off the National Savings Investment book to have the interest added to this account and that this account was now a postal account only.

17. (12/13) Clerk's Report – for information only

The Clerk reported on the following matters for information:-

The bench for Mrs Siddle for the Old Railway Walk had now been ordered and would be delivered on 18 May.

The Parish Council had received a grant from the Parish Champion towards our Guild newsletter for £200. County Councillor Mike Otter will be attending our July meeting to present the cheque.

The Clerk had drafted out Adam's contract and given it to him for comments. This would be presented to the June meeting of the Parish Council.

Date of Next Meeting

It was noted that the next meeting would be held on Thursday 7 June, 2012 at 7.30 pm in the Village Hall.

There being no further business, the Chairman closed the meeting at 9.30 pm.