

Parish Council

Minutes of the Parish Council Meeting held on Thursday 3 November, 2016 starting at 7.30pm held at Grimsargh Village Hall

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

In attendance:- Sue Whittam – Clerk to the Council.
1 member of the public.

74. (16/17) Apologies for Absence/ Chairman's Health & Safety Announcements

Apologies for absence were received from Councillor Ian Liptrot; Councillor Neil Cartwright and Councillor Tom Davies from Preston City Council.

The Chairman, Councillor Mrs Lindsay Philipson briefed the Parish Council on possible health and safety considerations for this evening's meeting.

75. (16/17) Declarations of Interest

None.

76. (16/17) Minutes of the Last Meeting

Resolved

That the minutes of the Meeting held on 6 October 2016 be approved as a correct record and signed by the Chairman.

77. (16/17) Adjournment for Public Participation and Policing Issues

The Chairman, Councillor Mrs Lindsay Philipson adjourned the meeting for public participation and welcomed a member of the public who had come along to the meeting to ask about a Planning Application referred to in the local paper. The lady explained that this was in relation to the Wainhomes Planning Application and mentioned the discharge of certain conditions – she was unsure what this meant. Members of the Parish Council said they were unaware of this and the Clerk explained that it was likely that certain conditions had now been completed so they would be discharged. The Clerk agreed to look into this further. The Chairman, Councillor Mrs Lindsay Philipson thanked the lady for coming along to the meeting and bringing this to our attention.

It was also noted that we do not publish the dates and times of our meetings in the Parish Council newsletter and it was agreed that these would be included from now on.

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

78. (16/17) Town and Country Planning Act, 1990

The Parish Council considered the following Planning Application:-

06/2016/1017 - Grimsargh Reservoirs, Preston Road, Grimsargh. Reserved matters application (namely appearance, landscaping, layout and scale) pursuant to outline planning permission (06/2016/0234) for 12 no residential dwellings.

The Parish Council noted the following Planning Application:-

06/2016/0973 - 244 Longridge Road Grimsargh PR2 5AQ
Two storey rear and single storey side extension. This was circulated to the Parish Council and no concerns were raised. Comments were due by 28 October 2016.

With regard to Planning Application 06/2016/1017 it was unanimously agreed to support this Reserved Matters Planning Application as it was almost identical to the Outline Planning Application that had previously been submitted and approved.

It was further noted that the Planning Application for Park House Farm (06/2016/0719) would be considered by the Planning Committee at their meeting to be held on 10 November 2016 and that Haighton Parish Council would be speaking at the Committee to support their objection to the application. It was noted that the report to Planning Committee had stated that the speed limit on Whittingham Road was 30 MPH when in fact it was the National Speed Limit at the site location – this would be brought to the attention of the Planning Officer.

Resolved

1) That, with regard to Planning Applications 06/2016/1017 it was unanimously agreed to support this Reserved Matters Planning Application as it was almost identical to the Outline Planning Application that had previously been submitted and approved.

2) The Parish Council noted Planning Application 06/2106/0973 for 244 Longridge Road, Grimsargh.

3) The Parish Council further noted that the Planning Application for Park House Farm (06/2016/0719) would be considered by the Planning Committee at their meeting to be held on 10 November 2016.

79. (16/17) Report from the Neighbourhood Planning Working Group

The Chairman, Councillor Mrs Lindsay Philipson gave a verbal update to the Parish Council on progress with the development of a Neighbourhood Plan for Grimsargh. She explained that the first Neighbourhood Forum would be held at the Village Hall on 30 November 2016 between 5.30 pm – 8.30pm and that a draft flyer had been prepared and sent off to Amelia at AVJ for design and printing.

The Chairman, Councillor Mrs Lindsay Philipson also informed the Parish Council that she had spoken to Mrs Ward the Head Teacher at St Michael's School and she was very enthusiastic about the Neighbourhood Plan. The Chairman, Councillor Mrs Lindsay Philipson would be going along to the school and talking to the School Council. She also informed the Parish Council that she would be going with Councillor Mrs Eileen Murray to talk to the Guides and it was important that other groups in the village were contacted and engaged at an early stage. Councillor Keith Middlebrough said he would try and come along to the meeting with the Guides and he would also speak to the pub and club about the Neighbourhood Plan. Councillor Peter Burton agreed to speak to the Scouts.

It was noted that a dedicated Facebook Page and website for the Neighbourhood Plan had been set up by Sally Gorton and a Neighbourhood Plan logo had also been designed.

It was reported that the Brownies had kindly agreed to help on the 30 November and the Steering Group were proposing that there would be "themed" tables with a facilitator for each theme. The Chairman, Councillor Mrs Lindsay Philipson had contacted a number of local businesses and had been promised prizes for the competitions being held at the Neighbourhood Forum event.

It was noted that the Steering Group would be meeting again on 16 November 2016 to finalise the arrangements for the Neighbourhood Forum.

Resolved

That the report is received and noted.

80. (16/17) Longridge Neighbourhood Plan

The Parish Council gave consideration to the draft Longridge Neighbourhood Plan. It was noted that the closing date for comments was 28 November 2016.

Councillor Mrs Eileen Murray said there were some good specific policies such as Policy 5 relating to design and layout. After a general discussion it was agreed that the Clerk should respond to the draft Longridge Neighbourhood Plan and comment on concerns about increased traffic in Grimsargh, especially caused by the new developments proposed in Longridge, and also concerns that there should be no merging of settlements ie between Longridge and Grimsargh. This was unanimously agreed.

Resolved

That the Clerk responds to the draft Longridge Neighbourhood Plan and comment on concerns about increased traffic in Grimsargh, especially caused by the new developments proposed in Longridge, and also concerns that there should be no merging of settlements ie between Longridge and Grimsargh.

81. (16/17) Report from the Finance Working Group

The Clerk presented the report from the Finance Working Group from their meeting held on 1 November 2016. The notes from the meeting had been circulated to the Parish Council. The Clerk reported that a number of financial documents needed updating including the Financial Risk Assessment and the Financial Rules and Regulations and that these would be presented as separate items for approval at the December meeting of the Parish Council. In addition the Parish Council also had to prepare an Annual CIL Statement for publication on our website and likewise this would also be presented as a separate report to the December meeting.

Councillor Peter Burton gave a quick overview about the proposed budget for 2017/2018 and explained that an increase in the precept was likely. The final budget would need to be signed off at the December meeting of the Parish Council.

The Chairman, Councillor Mrs Lindsay Philipson reminded the Employment Working Group that they needed to hold a meeting to discuss the Clerk's hours and salary as any changes would need to be included in the proposed budget.

Resolved

That the report is received and noted.

82. (16/17) Report from the Wetlands Working Group

The Chairman, Councillor Mrs Lindsay Philipson presented the report from the Wetlands Working Group from their meeting held on 14 October 2016. The notes from the meeting had been circulated to the Parish Council.

The Chairman, Councillor Mrs Lindsay Philipson reported that the Wetlands Working Group had gone through the draft document for the Charitable Incorporated Trust (CIO) and this would be discussed further with Donna Carney from Community Futures at a meeting being held on 8 November 2016.

A meeting had also been set up with Groundwork Trust to be held on 7 November to discuss an updated maintenance plan for the Wetlands and also to set up a similar document for the Nellie Carbis Millennium Woodland.

The Chairman, Councillor Mrs Lindsay Philipson explained that a meeting had been held with United Utilities and the Working Group had also been introduced to the developers of the land fronting the Wetlands. The developers were Eccleston Homes from Warrington who were small but successful housebuilders in the North West. A copy of the proposed house designs produced by Eccleston Homes was circulated to the Parish Council and it was noted that as discussed earlier the Reserved Matters application for the Wetlands had now been submitted and was

supported by the Parish Council. The Chairman, Councillor Mrs Lindsay Philipson said that it was likely that Eccleston Homes would wish to rent some of the land near to the Wetlands to store building materials etc but this would be discussed further and brought back to the Parish Council for approval.

Resolved

That the report is received and noted.

83. (16/17) Parish Council Newsletter

The Clerk circulated the draft newsletter items for our December newsletter and these were agreed. It was noted that the draft newsletter would be sent off to Amelia at AVJ after Remembrance Sunday so we could include an item and photos from the event.

It was noted that the distribution list for the newsletters needed updating and also our new Parish Councillor, Councillor Ian Liptrot would need adding to the list of distributors. Councillor Peter Burton agreed to do this.

84. (16/17) Provision of Defibrillators – update

The Clerk gave an update on the defibrillators – all were now installed and the invoice for the installation had been agreed for payment at the last meeting of the Parish Council. The Clerk had spoken to the North West Ambulance Service and they had confirmed that they did not need to come and commission each defibrillator as the code on the cabinets was pre-set to a default code. The Clerk explained that a weekly check needed to be carried out to make sure it was in the cabinet and that it was rescue ready. It had to be checked to ensure that the defibrillator and the pads were in date.

The Clerk explained that if a defibrillator is used in an incident it will either be placed back by the paramedic or health professional or taken with the patient to the hospital. The details will be on the system so North West Ambulance will know who it belongs to and either it will be placed back in the cabinet by the ambulance staff or occasionally they will contact the custodian and ask them to collect it.

Each month a report needs to be sent to Cheryl Pickstock at North West Air Ambulance and it was noted that this was a standard form that verified all was ok and visual checks have been carried out.

The Clerk reported that informal training was available that would be about one hour long and aimed to help people familiarise themselves with the use of the defibrillator together with some general CPR training. However, it was noted that you did not need to be trained to be able to use a defibrillator.

It was agreed that a training session would be held at the Village Hall – any Friday afternoon in January 2017 and that Councillor Keith Middlebrough would also ask the Club to see if they wished to hold a session there. There would be no cost for the trainer.

The Clerk said that she would need the agreements back from the defibrillator custodians as soon as possible. Councillor Mrs Eileen Murray had already returned the one for the Village Hall and Councillor Keith Middlebrough agreed to chase the form from the Club. The Chairman, Councillor Mrs Lindsay Philipson would collect the form from the school and the Clerk would complete the form for the defibrillator on the village green.

It was agreed that the Clerk would now invoice the Village Hall, St Michael's School and the Club for each defibrillator at a cost of £750 each.

Resolved

That the report is received and noted.

85. (16/17) Financial Matters, draft budget and banking

It was noted that we had an estimated £85,456.40 in the bank as at 5 October 2016. We were still awaiting the November bank statement. It was noted that our next CIL installment of £4,395.30 should have been credited to our bank account on 28 October 2016. This will be confirmed when we receive our November bank statement.

Resolved

The following invoices were agreed for payment:-

- 1) Clerk, Sue Whittam, Salary 3, 10, 17, 24 and 31 October 2016 = 5 weeks at £189 per week = £945 – tax and NI = £729 + £125.19 (postage £81.73, ink £23.46 and Remembrance wreath £20) = total £854.19 (Cheque no 808).
- 2) Adam Cooper Lengthsman October 55 hours @ £13 per hour = £715.00 (Cheque no 809).
- 3) Sally Gorton for website administration August – October 2016 and the purchase of the domain name for the Grimsargh Neighbourhood Plan – total £216.89 (Cheque no 810).

It was noted that the budget would be finalized at the December meeting of the Parish Council.

86. (16/17) Clerk's Report – for information only

There was nothing further for the Clerk to report.

87. (16/17) Date of Next Meeting

It was noted that the next meeting of the Parish Council would be held on Thursday 1 December, 2016 at 7.30 pm in the Village Hall Grimsargh.