

## **Grimsargh Parish Council**

Minutes of the Parish Council Meeting held on Thursday 2 November 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 Mrs Lynda Cryer; Councillor Terry Cryer; Councillor Ian Liptrot; Councillor Keith Middlebrough and Councillor Mrs Eileen Murray.

**In attendance:-** Sue Whittam – Clerk to the Council

### **80. (17/18) Apologies for Absence/ Chairman's Health & Safety Announcements**

Apologies for absence were received from, Councillor David Hindle and City Councillors Neil Cartwright and Ron Woollam. The Chairman, Councillor Mrs Lindsay Philipson briefed the Parish Council on possible health and safety considerations for this evening's meeting.

### **81. (17/18) Declarations of Interest**

None.

### **82. (17/18) Minutes of the Last Meeting**

#### **Resolved**

That the minutes of the Parish Council Meeting held on 5 October 2017 be approved as a correct record and signed by the Chairman.

### **83. (17/18) Adjournment for Public Participation and Policing issues**

The Chairman, Councillor Mrs Lindsay Philipson adjourned the meeting for public participation and asked if anyone had anything to raise under this item. Councillor Mrs Eileen Murray said that she had received a call from a resident raising concerns about parking in the village and in particular around Yew Tree Avenue. Councillor Mrs Joyce Chessell said that parking was getting worse and there were still problems around Lindale Avenue. It was felt that a flyer may be appropriate to place on cars that were causing problems and Councillor Mrs Eileen Murray agreed to produce a draft flyer for the December meeting of the Parish Council.

Councillor Mrs Joyce Chessell also referred to a bicycle accident that happened due to mud on the cycle path. She did not have all the details but Councillor Ron Woollam had been there when the accident happened.

Councillor Peter Burton referred to the problems with odour caused by plastic recycling business near to The Hills. He said that problems were still ongoing and there had been 69 complaints submitted to the Environment Agency. He asked the

Clerk to obtain an update from the Environment Agency on what progress was being made to alleviate the odour problem. Councillor Terry Cryer also said that he had received some information from the Environment Agency about this and he would circulate the email to the Parish Council.

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

#### **84. (17/18) Town and Country Planning Act, 1990**

It was noted that there were no Planning Applications for consideration at tonight's meeting.

It was further noted that the Planning Application for the Older Person's Village was now likely to go to the December meeting of Preston City Council's Planning Committee.

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

#### **85. (17/18) Neighbourhood Planning – update**

The Chairman, Councillor Mrs Lindsay Philipson informed the Parish Council that 264 questionnaires had been returned and this had been a pleasing result. With regard to the data capture and analysis of the questionnaires it was reported that the Clerk had now received a quote from RCU and this was for £2,060 + VAT and would involve 5-6 weeks work. It was noted that this would be funded from the Parish Council grant for the Neighbourhood Plan. It was therefore unanimously agreed that approval is given to RCU to capture and analyse the Neighbourhood Plan questionnaires at a cost of £2,060 + VAT.

#### **Resolved**

That approval is given to RCU to capture and analyse the Neighbourhood Plan questionnaires at a cost of £2,060 + VAT, to be funded from the Parish Council grant for the Neighbourhood Plan.

#### **86. (17/18) Grimsargh Wetlands – update**

The Chairman, Councillor Mrs Lindsay Philipson gave an update to the Parish Council on progress with the Grimsargh Wetlands Trust. She said that there was a lot of work to do and progress was being made. She reported that two volunteer days had now been held and there had been a good turn out with around 20 people helping on each day. A Strategic Management Sub-Group had been set up to develop the management plan. This involved Councillor Mrs Eileen Murray and two Trustees, Paul Locker and Steve Whittam. The Wetlands Trust was also being encouraged to look at setting up Membership and it was felt that the Parish Council should not withdraw from their involvement until the Membership was up and running. The Wetlands Trust had also been in contact with Community Futures to arrange some Trustee training.

Councillor Mrs Eileen Murray asked about the lease and the Clerk confirmed that she was still waiting for the amended final version.

With regard to appointing an independent person to liaise with the Wetlands Trust, it was agreed that Councillor Terry Cryer would be the ideal person to take on this role. This was unanimously agreed, and Councillor Terry Cryer said he was happy to undertake this role.

### **Resolved**

- 1) That the progress with the Grimsargh Wetlands Trust is noted.
- 2) That Councillor Terry Cryer is appointed as the Parish Council independent representative to liaise with Grimsargh Wetlands Trust.

### **87. (17/18) Green Spaces - update**

The Clerk reported that she had spoken to Mark Taylor at Preston City Council regarding the green spaces and he had confirmed that they were still looking into the S106 agreement to find out if this was for 5 years or 10 years. The Parish Council insisted that the maintenance was for 10 years and had the notes from the meeting to prove this. However, Preston City Council had different documents that referred to both 5 and 10 years. Mark Taylor had agreed to let the Parish Council have a final decision in time for their December meeting.

Councillor Mrs Joyce Chessell took the opportunity to mention the new bins for the Village Green and that they were paying £185 per bin and the Parish Council was paying £350 per bin. The Clerk agreed to look into this.

### **88. (17/18) Report from the Finance Working Group**

The Clerk presented the report from the Finance Working Group from their meeting held on 25 October 2017. It was noted that the meeting to discuss investments was still outstanding and this would be arranged shortly. With regard to the anomalies in the PAYE and the National Insurance for the Clerk it was noted that Councillor Peter Burton had looked at this and after discussion it had been agreed that the figures inputted by the Clerk were correct.

The Clerk reported that the Financial Risk Assessment and the Annual CiL Report would be discussed separately on the Agenda.

Councillor Mrs Eileen Murray had prepared an initial draft budget for consideration. The Parish Council was asked to look at this and let Councillor Mrs Eileen Murray have any amendments/additions for the budget as it would be signed off at the December meeting of the Parish Council.

### **Resolved**

That the report from the Finance Working Group from their meeting on 25 October 2017 is received and noted.

### **89. (17/18) Annual CiL Report 2017**

The Parish Council gave consideration to the Annual CiL report for the period 1 April 2016 – 31 March 2017. A copy of the report is presented in the Minute Book. The Parish Council unanimously approved the Annual CiL Report and it was noted that this would now be published on the Parish Council website.

#### **Resolved**

That the Annual CiL Report for the period 1 April 2016 – 31 March 2017 as now presented is approved by the Parish Council. A copy of the report is presented in the Minute Book and it was noted that this would now be published on the Parish Council website.

### **90. (17/18) Review of Financial Risk Assessment**

The Parish Council reviewed the Financial Risk Assessment to ensure that it was up to date and appropriate for the Parish Council's needs. It was noted that no further amendments were needed to the Financial Risk Assessment. The Parish Council unanimously approved the Financial Risk Assessment and a copy of this is presented in the Minute Book.

#### **Resolved**

That the Financial Risk Assessment as now presented is approved by the Parish Council and a copy is placed in the Minute Book.

### **91. (17/18) Consultation Planning for the Right Homes in the Right Places**

The Parish Council gave consideration to the Government Consultation – Planning for the Right Homes in the Right Places. Councillor Mrs Eileen Murray said there were some very interesting questions relating to housing numbers and also to brown field sites. It was noted that the closing date for comments was 9 November 2017 and although the Parish Council would not be submitting a response, individual Councillors and residents were encouraged to do so.

### **92. (17/18) Local Heritage List**

The Parish Council gave consideration to the draft Local Heritage List that had recently been published by Preston City Council. It was noted that the closing date for comments was 12 November 2017. The Parish Council agreed to support the inclusion of the Village Green and the Nellie Carbis Millennium Woodland in the Local Heritage List as they had initially suggested that they should be included, and were pleased to note that Preston City Council had agreed with their comments. It was agreed that the Clerk should respond on behalf of the Parish Council.

#### **Resolved**

That the Clerk responds to the Local Heritage List consultation confirming that the Parish Council supports the inclusion of the Village Green and the Nellie Carbis Millennium Woodland in the Local Heritage List.

### **93. (17/18) December Newsletter**

The Parish Council gave consideration to items for the next Parish Council newsletter. A draft copy of the items had been circulated. After discussion there were a couple of changes suggested for the Myth Busting item and the Volunteering item. Councillor Mrs Eileen Murray updated the items and forwarded these to the Clerk.

### **94. (17/18) Traffic/Highways issues in Grimsargh**

Councillor Mrs Eileen Murray had asked for this item to be on the agenda as she was concerned about the increasing traffic problems in the village. It was noted that at certain times of the day that Grimsargh was virtually gridlocked and the opening of Broughton By Pass had made no difference to the traffic issues in Grimsargh. It was unanimously agreed that the Clerk should contact Highways at Lancashire County Council to see if they were willing to attend a Parish Council meeting to discuss the traffic problems in Grimsargh. The Clerk would also contact County Councillor George Wilkins to seek his support and help.

#### **Resolved**

That approval is given to the Clerk to contact Highways at Lancashire County Council to see if they are willing to attend a Parish Council meeting to discuss the traffic problems in Grimsargh. In addition to this the Clerk would also contact County Councillor George Wilkins to seek his support and help.

### **95. (17/18) Bins and dog poop bag dispensers for Grimsargh**

The Parish Council gave consideration to the purchase of additional bins and dog poop bag dispensers for the village. After discussion it was agreed to purchase an additional bin for The Hills to replace the dog bin, but not to purchase any further dog poop bag dispensers at the moment. The cost of a new bin from Preston City Council would be £350.

#### **Resolved**

That approval is given to the purchase of an additional bin at The Hills, Grimsargh at a cost of £350.

### **96. (17/18) Financial Matters and banking**

It was noted that we currently had an estimated £216,049.89 in the bank as at 5 October 2017.

#### **Resolved**

1) The following invoices were agreed for payment:-

i) The Clerk, Sue Whittam, 1,8,15,22 and 29 October five weeks at £278.80 per week = £1,394 - tax and NI and employee pension contribution = £1,025 (note pension contribution for Clerk is £5.74 and Employer is £7.18) + reimbursement for Remembrance wreath £20.00 = total £1,045 . (Cheque no 876).

ii) Bang the Drum – Sally Gorton for Neighbourhood Plan admin and renewal of online URL £199.99. (Cheque no 877) - note from NP grant.

iii) Adam Cooper (Contractor) – 50 hours at £13.75 per hour = £687.50. (Cheque nos.878).

**97. (17/18) Clerk's Report – for information only**

There was nothing further for the Clerk to report.

**98. (17/18) Date of Next Meeting**

It was noted that the next meeting of the Parish Council would be held on Thursday 7 December 2017 at 7.30 pm at Grimsargh Village Hall.