WRIGHTINGTON PARISH COUNCIL

At the **Annual Meeting of the Council** of the Parish of Wrightington held on Monday 16 May 2011 at Mossy Lea Village Hall at 7.30pm the following were present:

Councillors: Mr F Hodgkinson (Chairman), Mrs J Burton, Mr J Clinch, Mr F Johnson and Mr I McRae. Also present District Councillors Gartside.

OPEN FORUM

The Council discussed the procedure for filling vacancies. It was reported that the guttering at the sheltered accommodation at Chisnall Avenue need cleaning out. The residents have been told that each resident, 11 in total, must make and individual report/request and each one will then be responded to with a visit. This does not seem like a very cost effective way of dealing with this matter when one visit could address the issue. Rodent in the gardens of homes on Chisnall Avenue was again raised. The Clerk reported confirmation from the Environmental Health Officers that a rat problem has been identified certainly at some properties. The residents and the Parish Council maintain the opinion that West Lancs. BC, as landlord, has a duty of care towards the tenants whose ages range from 70 to 93 years. Borough Councillor Gartside and County Councillor Evans are continuing to pursue this with Councillor Hopley. The response received from Rosie Cooper MP is not very helpful. The residents are not totally opposed to paying for pest control measures however they fail to see how the Council can justify the cost of such measures amounting to more than £400 (ie: £40.32 per tenant, 11 tenants = £443.52). The occupant of No16 Chisnall Avenue raised concerns about noises he has heard in his home, if rodents are in his home they could chew through electric cables or water pipes and cause damage or injury. This will once again be reported to the Borough Council. Pot-holes on Mossfields car park now require urgent attention together with the footways at the entrance to the car park which are cracking and sinking.

1. **APOLOGIES** – Were received from County Councillor Ms Evans and Borough Councillor Mrs Baybutt.

2. APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE

The following Proposal was made:

Councillor Mr Hodgkinson Proposed by Councillor Mr McRae

Seconded by Councillor Mrs Burton

The Council voted and it was RESOLVED: That Councillor Mr Hodgkinson be elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2012. (Councillor Mr Hodgkinson signed his declaration of acceptance of office.)

3. APPOINTMENT OF VICE-CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE

The following Proposal was made:

Councillor Mrs Burton Proposed by Councillor Mr Johnson

Seconded by Councillor Mr Hodgkinson

The Council voted and it was RESOLVED: That Councillor Mrs Burton be elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2012. (Councillor Mrs Burton signed her declaration of acceptance of office.)

- **4. DECLARATIONS OF INTEREST** Members were asked to consider any personal/prejudicial interest they may have to disclose in relation to matters under discussion at the Meeting. There were no declarations at this point in the meeting.
- 5. ADOPTION OF STANDING ORDERS, FINANCE PAPER AND COUNCILLORS CODE OF CONDUCT TOGETHER WITH VILLAGE HALL CONSTITUTIONS,

COMPLAINTS PROCEDURE, PUBLICATION SCHEME, RISK MANAGEMENT PLAN, RISK MANAGEMENT REGISTER, ASSET REGISTER AND ANNUAL AUDIT PLAN

RESOLVED: That these documents be adopted for the ensuing year and that the Model Code of Conduct be adopted as applicable to Parish Councils including paragraph 12(2). Councillors must ensure Village Hall Constitutions are referred to during meetings and terms and conditions applied.

6. TIMETABLE OF MEETINGS FOR 2011/2012 - RESOLVED: That the following proposed timetable of meetings be accepted:

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16 May Mossy Lea Village Hall, Mossy Lea Road, Wrightington

ANNUAL PARISH MEETING 7.00 PM

ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM

20 June Appley Bridge Village Hall, Appley Lane North, Appley Bridge – 7.30pm

18 July Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm

August No Meeting

19 September Appley Bridge Village Hall, Appley Lane North, Appley Bridge – 7.30pm

17 October Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm

21 November Appley Bridge Village Hall, Appley Lane North, Appley Bridge – 7.30pm 219 December Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm

2012

16 January Appley Bridge Village Hall, Appley Lane North, Appley Bridge – 7.30pm

20 February Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm

19 March Appley Bridge Village Hall, Appley Lane North, Appley Bridge – 7.30pm

16 April Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm 21 May Appley Bridge Village Hall, Appley Lane North, Appley Bridge

ANNUAL PARISH MEETING 7.00 PM

ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM

7. **APPOINTMENT OF COMMITTEES** – Remain unchanged:

Finance Sub-Committee – All Parish Councillors

Public Rights of Way Sub-Committee – Councillors Hodgkinson, Mrs Burton and Mr McRae Planning Liaison Group – Councillors Hodgkinson and Mrs Burton plus any two other Councillors.

8. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES – Amended to:

Appley Bridge/Parbold Quarry Liaison Committee – Councillors Hodgkinson and Clinch.

District Liaison Committee – Chairman, Vice-Chairman and Clerk.

Village Hall Representative – Chairman and Vice-Chairman.

Appley Bridge Community Association – Councillor McRae.

LALC - Chairman, Vice-Chairman and Councillor Clinch.

9. MINUTES – The Minutes of the Meeting of the Parish Council held on Monday 18 April 2011 had been circulated in advance of the Meeting, were accepted as a correct record and signed by the Chairman.

10. UPDATE/PROGRESS WITH ISSUES RAISED AT THE PREVIOUS MEETING

Open Forum – Wrightington Hospital – It was reported that editorial has stated that all hospitals are being retained and Wrightington is being improved.

Page 2 (g) – The Clerk will arrange for the manufacture of 2 flag-pole holders, one for each village hall.

11. CORRESPONDENCE/INFORMATION ITEMS

Items reported to, and noted by, the Council – no decision required: REPORT 1 – page 5 – ACCEPTED.

Items requiring discussion, observations or action by the Council:

- a) Notification the application for use of barn for 12 licensed events at Swifts House Farm, Heskin, has been withdrawn NOTED.
- b) Response to request for pest control, at the cost of the Borough Council, at Chisnall Avenue NOTED.
- c) Copy of the road sweeping schedule from West Lancs. BC NOTED ON FILE.
- d) Notification of revised arrangements for Highway Grass Verges from West Lancs. BC THE COUNCIL HAS EXPRESSED AN INTEREST IN CONTINUING WITH THE CUTTING OF AMENITY AREAS IN THE PARISH PROVIDING THE REQUISITE FUNDING IS FORTHCOMING. AWAIT THE RESPONSE OF WEST LANCS. BC. THE MOTORWAY ROUNDABOUT REQUIRES URGENT ATTENTION AS THE GRASS IS EXCESSIVELY LONG AND THE WHOLE AREA REQUIRES ATTENTION.
- e) Info. from PCSO Benson re: procedure for arranging Police attendance at processions COPIES OF THIS INFORMATION WILL BE FORWARDED TO THE CHURCHES IN THE PARISH AND WEST LANCS. BC WILL BE NOTIFIED OF THE PARISH COUNCIL REMEMBRANCE DAY PARADE.
- f) Request for a donation from West Lancs. Shopmobility Ltd NOTED.
- g) Possible response to LDF Core Strategy Preferred Options docs. (Emailed to Councillors) RESOLVED: THE PROPOSALS ARE GENERALLY RELATIVELY FAR SITED AND THE COUNCIL QUESTION THE ABILITY TO IMPLEMENT THEM. THERE IS NO PROVISION FOR IMPROVEMENT/ENHANCEMENT OF HORSE-RIDER AND BRIDLEWAY PROVISION. WEST LANCS. IS THE THIRD HIGHEST HORSE POPULATED AREA IN LANCASHIRE AND RURAL AREAS RELY HEAVILY ON THE HORSE INDUSTRY BOTH COMMERCIALLY AND FOR LEISURE. SOME FOOTPATHS COULD BE UPGRADED TO MULTI-PURPOSE ROUTES FOR USE BY HORSERIDERS, WALKERS, CYCLISTS AND DISABLED USERS. THE COUNCIL ARE OF THE OPINION THAT GREEN BELT LAND SHOULD BE PRESERVED AND ONLY DEVELOPED IN EXTREME CIRCUMSTANCES.
- h) Response to your observations on the Central Lancashire Core Strategy PROVISION HAS NOW BEEN MADE IN THIS DOCUMENT FOR HORSERIDERS AND BRIDLEWAYS.
- i) Late items received which may require discussion/action/observations i) Request for donation from the Open Spaces Society NOTED. ii) Submission details for Queen Elizabeth II Fields THE COUNCIL WILL AGAIN SUGGEST THAT WEST LANCS. BC SUBMIT THE RECENTLY REFURBISHED PLAYING FIELD ADJACENT TO MOSSY LEA VILLAGE HALL. iii) Request to site a charity textile recycling service bank on the car park at Mossy Lea Village Hall THE COUNCIL DO NOT FEEL THIS WOULD BE APPROPRIATE.

12. HIGHWAYS AND ENVIRONMENTAL MATTERS

- Now that the play area is complete some visitors are parking on the road rather than on the village hall car park and walking around. Parked vehicles can act as a natural traffic calming measure however, obstructing the pavements could pose a problem. It was suggested that an official opening of the playing field and the village hall could be arranged once all the work is complete.
- Recent editorial has stated that two other local authorities are proposed to charge for green bin collections. This can only result in an increase in fly-tipping.
- Water was recently seen coming out of the manhole near the pumping station on Mossy Lea Road.
- The damaged inspection cover in the footway near Charity Farm has now been repaired.
- The Council will request a site meeting with LCC area surveyor to discuss overgrown hedges, pothole repairs, stakes in the grass verge at Appley Lane North and boulders at the quarry entrance on Whittle Lane.
- **STANDING ORDERS** RESOLVED: In Accordance with Standing Order No 19, Standing Order No 18 was suspended to allow the remaining items of business to be conducted.
- 14. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES Nothing to report.

15. ANNUAL NEWSLETTER – Items for inclusion – Council Financial Statement – Break down of Annual Report – contact details for Councillors and Timetable of Meetings – Village Hall hire - Police details. The format of the Newsletter will remain as an A5 booklet. The Newsletter and the full Annual Report will both be available on the Parish Council website. DRAFT NEWSLETTER AVAILABLE FOR APPROVAL AT THE JUNE MEETING, FOR DISTRIBUTION FOLLOWING THE JULY MEETING.

16. VILLAGE HALLS

MOSSY LEA – Progress with the LAG bid remains ongoing with work now well underway. The first part of the claim has been submitted and expenditure continues on the remaining items detailed on the agenda. VIP bid to add to the kitchen units and replace door and drawer fronts was unsuccessful. APPLEY BRIDGE – Notification of increase in gas prices - NOTED. The Capital Bid to West Lancs. BC. For entrance enhancements has been successful. Once the terms and conditions of the bid have been received, signed and returned, work can commence on this project. Regarding future proposals for the removal of the suspended ceiling in the main hall and kitchen, Councillor Mrs Burton has visited a barn recently with a similar style roof/ceiling to that which it is anticipated will be exposed in the village hall. In order to submit a funding bid to progress this project a quotation for the work is required. Some Councillors believe that professional advice is required to progress this matter whilst others are of the opinion that reputable builders, with experience in converting similar old buildings, should be competent in providing a quotation for the work involved. There will be cost implications in securing the services of a professional adviser to compile a professional scheme of work. Whichever course of action is taken professional indemnity insurance will be required from either the adviser's point of view or the contractor/builders point of view. Councillor Hodgkinson agreed to ask the surveyor who made the initial assessment at the Village Hall for a ball park figure for the work, this could possibly be free of charge.

- 17. PLANNING To discuss and make observations on the following applications:
- 1) 2011/0414/FUL Detached double garage. Harrock Lodge, Jacksons Lane, Bispham. NO (Case 890830) OBJECTIONS.
- 2) 20110441/FUL First floor rear extension. 349 Mossy Lea Road, Wrightington. NO (Case 890832) OBJECTIONS.
- 3) 2011/0490/FUL First floor extensions to front, rear and side elevations. Single storey extension at (Case 890834) rear. 25 Glenside, Appley Bridge. NO OBJECTIONS.
- 18. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS —.Copy draft Minutes from recent Area Committee Meeting Notification of New Councillors and Clerks'+ Freedom of Information & Data Protection, Training courses NALC Bulletin re: Publication of Revised first edition of Standing Orders for Local Councils (£25) + info. on Big Society Awards Request for completion of an online survey on the impacts of the localism agenda on climate change action Notification of AGM, Thursday 14 July 2011, 7:30 pm, Council Chamber NOTED.
- 19. ACCOUNTS To receive the following list of accounts for Approval:

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Mr C Taylor	Honorarium to webmaster for website updating/maintenance	£240.00
Mrs C A Cross	Clerk's Salary – Net	£585.03
HM Rev. & Customs	Tax due by Clerk	£2.20
F Cornwell	Roof repairs following lead theft – MLVH	£590.00

Expenditure required under LAG Bid at Mossy Lea Village Hall:

Ainscough Bldg Sups.Paint and materials for MLVH		£456.53
D Proe	Painting MLVH	£490.00
Standish Print Co	Associated signage for work at MLVH	£86.97
MAKRO	Pots, pans, cutlery, MLVH	£339.88
MAKRO	Waste bins, signs and toilet accessories	£283.01
Pottery Basement	Crockery MLVH	£236.00
Standish Print	Soap and towel dispensers, air fresheners, sign	£545.19

RESOLVED: That payment of the above accounts be approved and, that the Bank Reconciliation up-to 31/3/11, Income & Expenditure Account and Balance Sheet, Financial Statement and Statement of Assurances on the Annual Return for Audit for the year ending 31 March 2011, presented to the Council by the Clerk, be approved as an accurate statement of accounts.

20. DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next Meeting of the Parish Council will be held on Monday 20 June 2011 at Appley Bridge Village Hall at 7:30 pm.

Minutes 1 to 20 will be accepted as a correct record and signed by the Chairman at the Meeting to be held on Monday 20 June 2011.

Members of the Public and Press are welcome to attend

Meeting Closed: 10:55 pm

Chairman: Date:

REPORT 1

- a) Notification permission for erection of timber stable block comprising 4 stables and midden. Land opposite 6 Carr House Lane, has been REFUSED.
- b) Notification of changes to Council Membership following the recent Borough Council elections.
- c) Notification from LCC, permission granted for vehicle/material storage building, Moss Lane Depot.
- d) Confirmation from Highways Agency that they do not have responsibility for maintenance of the motorway roundabout or carriageway.
- e) Copy Lancs. Fire & Rescue Service Risk Management Plan 2011-13 Consultation outcomes.
- f) Info. from Heritage Lottery Fund on grants programmes.
- g) Police Newsletter April 2011.
- h) Copy CPRE Field Work.