

MINUTES of the Parish Council Meeting held at Newburgh School, Back Lane, on Wednesday 31 July 2019 commencing at 7.30pm.

PRESENT Cllr J Citarella, Chair.

Cllrs Moore, Atty, Turner, O'Keefe, Roughneen, Casey, Baker and the Clerk, S Jones.

Borough Cllr Pope also attended for part of the meeting.

Lathom Parish Councillor Jan Baker also attended.

076/19

TO RECEIVE APOLOGIES

No apologies were received

077/19

DECLARATIONS OF INTEREST

Cllr Casey declared an interest in item 7 as she is Chair of the Fair Committee. Cllr Atty declared an interest in item no 5 regarding the Lancashire County Council Parbold Quarry planning application as he is a friend of the agent and Cllr O'Keefe declared an interest in item no 5 as she lives next to the Mushroom Farm development.

078/19

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26 JUNE 2019

It was resolved that the minutes of the Parish Council meeting held on 26 June 2019 should be approved and signed by the Chairman.

079/19

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

Borough Cllr Pope confirmed that discussions were ongoing with the leader of the Scout Camp at Tawd Vale due to ongoing concerns about children walking along the main road to and from the Scout Camp. It is hoped that funding will be found to install a path away from the main road to address the safety concerns. The Parish Council was asked to consider sending a letter in support of the plans to West Lancashire Borough Council.

Borough Cllr Pope confirmed that teams from the Canal & River Trust and Lancashire County Council had been in the village to try to deal with the floods, which had resulted from recent heavy rainfall. Thanks were expressed to the Douglas Valley Lions who had also helped with the clear up.

080/19

PLANNING

**a) Applications to be considered:**

2019/0620/FUL – Rear dormer extension to roof for en-suite bathroom at Boisdale, Tabby's Nook, Newburgh, Wigan, Lancashire, WN8 7LN – no comment.

2019/0698/FUL - First floor plan amendment to planning permission 2019/0440/FUL at 9 Woodrow Drive, Newburgh, Wigan, Lancashire, WN8 7LB – no comment.

2019/0671/COU - Change of use from privately owned field and wood to field and wood owned by Newburgh Parish Council for use as a recreation area for the residents of Newburgh at Land to the East of King Georges Field, Cobbs Brow Lane, Newburgh, Lancashire

As this was a Parish Council planning application, no comment was considered. However, it was confirmed that the West Lancashire Borough Council Planning department had registered a query regarding parking provision. It was resolved that further enquiries would be made via other departments at West Lancashire Borough Council and the solicitors representing the Parish Council in the matter prior to a response being submitted.

Cllr O'Keefe left the meeting at this point

Planning Appeal – 2018/1356/FUL - Variation of Condition No. 2 of planning permission on 2018/0728/FUL to accommodate the inclusion of dormers to each dwelling at Hughes Mushroom Farm, Course Lane, Newburgh.

An appeal has been lodged in connection with the above planning application decision and any further comments need to be made to the Planning Inspectorate, Bristol - Ref APP/P2365/W/19/3226109 on Planning Inspectorate website

Councillors were informed that an appeal had been lodged in relation to a planning application for the Mushroom Farm development site. When the original application was considered previously, the Parish Council had decided to make no comment regarding the application as the dormers were confirmed to be inward facing towards the new development and not outwards towards existing homes on Course Lane. Following discussion, it was resolved to make no further comments to the Planning Inspectorate.

Cllr O'Keefe returned to the meeting at this point.

Cllr Atty left the meeting at this point.

LCC/2019/0028 - County Matter - Proposed land restoration and regrading works using inert material, associated highway works including construction of a temporary public car park at former Parbold Quarry on Parbold Hill.

It was confirmed that this application had been discussed at the June Parish Council meeting and it had been resolved to submit a strongly worded objection. The proposed response was presented to Councillors and following discussion it was resolved to submit the response below:

Newburgh Parish Council wishes to make the following comments:

The scale of this application is huge and any adverse effects will be on the same scale. It is consistently referred to as "Phase 1". However, as no other related application is currently extant, we have considered it on its own, as seems appropriate.

Traffic – To bring the required amount of infill material to the site will result in the region of 50,000 lorry movements – 25,000 laden and the same unladen. These movements will be taking place at the top of Parbold Hill – already a very busy A-road with a 60mph speed limit. The point at which they will enter and exit the site will become a bottle neck, a situation exacerbated by the fact that the entrance to the Miller and Carter restaurant car park is directly opposite. The danger of accidents and other problems is obvious. Such a volume of traffic over an extended period will have a severely detrimental effect on the whole of the A5209 and the villages, including Newburgh, situated along it. Recent traffic counts undertaken by Newburgh Parish Council revealed an already problematic total of 350 HGV vehicle movements over a 12 hour period on the A5209. In addition, the popular Lancashire Way long distance path crosses the road at this point and both walkers and runners access the right of way footpath between the site and the land belonging to Parbold Hall.

Loss of amenity – The tipping of such large amounts of material will have a seriously adverse effect on the surrounding area by way of noise, dust and disruption. Currently this spot is a tourist attraction well-known for its panoramic views which, on clear days, include the hills of north Wales. The landfill site has been unused for a considerable time and as a result the flora and fauna have been undisturbed. It is impossible to estimate the length of time it will take to complete the proposal - supplies of inert waste are market driven and therefore unpredictable. As a result, we regard the applicant's proposed 2 years for the landfill to be completed is a highly questionable estimate – the longer the operation continues the more severe and long-lasting the effects will be. For example, in our experience of Round O Quarry, the proposed five-year land fill operation actually took 20 years

Monitoring – The Council's experience with the Round O quarry which is within our Parish was a salutary one. Lorries going to and from the quarry came through the village, they regularly broke the 30mph speed limit and often had uncovered loads which spilt various types of material while going through the village. We reported breaches of the licence to Lancashire County Council on a regular basis but consider that the monitoring role had little apparent impact.

Green Belt – The current National Planning Policy Framework states:

(Para 141) Once Green Belts have been defined, local planning authorities should plan positively to enhance their beneficial use ... to retain and enhance landscapes, visual amenity and biodiversity.

(Para144) "Very special circumstances" will not exist unless the potential harm to the Green Belt by reason of inappropriateness and any other harm resulting from the proposal are clearly outweighed by other considerations.

Newburgh Parish Council strongly objects to this planning application.

Cllr Atty returned to the meeting at this point.

**b) To review the West Lancashire Borough Council Local Plan process and timetable and agree any action**

It was reported that no further details have been received regarding the Local Plan process. Any developments will be presented at a future Parish Council meeting.

081/19

**TO CONSIDER THE OFFER FROM THE APPLETON FAMILY TO GIFT BLUEBELL WOOD AND THE ADJOINING FIELD TO THE VILLAGE AND AGREE ANY ACTIONS REQUIRED**

It was confirmed that the solicitors representing the Parish Council were still in the process of carrying out the required searches and were in contact with the solicitors representing the Appleton family. Further work had been carried out to assess any essential works which would need to take place once the transfer of land goes ahead. A detailed budget is being compiled to ensure that any expenditure incurred by the Parish Council is kept to a minimum to avoid additional pressure on next year's precept. As discussed earlier in the meeting, the planning application for change of use for the wood and adjoining field has been submitted to West Lancashire Borough Council and is being processed. An update on progress will be provided at the September Parish Council meeting.

082/19

**WORKPLAN**

**a) To receive an update from Roads Investigation Working Group and agree any actions**

Councillors were reminded that it had been resolved at the June Parish Council meeting to circulate an additional newsletter over the summer to highlight current concerns raised by residents regarding speeding on Back Lane and Tabby's Nook and vehicles going the wrong way along Back Lane towards the sewage works. As time had progressed, it had been suggested that a leaflet could be circulated at the same time as the September newsletter. Following discussion, it was resolved to circulate an additional leaflet along with the September newsletter highlighting the issues raised over recent months and asking residents to collect evidence such as times, locations and photographs where possible to the Parish Council. It is hoped that this additional evidence will help the Parish Council to push for further safety measures to be installed in the future.

**b) To receive an update on the village clean and maintenance plan and agree any actions**

It was confirmed that the Parbold to Newburgh canal improvement project had been shelved as no response had been forthcoming from the Canal & River Trust.

The line of the footpath running from Back Lane to the canal had deviated over the years and informal discussions have taken place with the landowner to reinstate the path along the correct route. Overgrown vegetation on some of the village footpaths has been cut back and it was resolved to approve a quote of £70 from the contractor to cut back the overgrowth along the East side of Bluebell Wood.

The draft West Lancashire Borough Council litter policy was discussed. Only basic details and criteria are available at present, however, the Clerk was asked to contact the relevant officer to enquire if any timescales were in place. A review has already taken place regarding the litter bin provision required in Newburgh.

The proposed design of the new village sign was circulated to Councillors and a final version was approved. A full size poster will be produced first to ensure that Councillors can make any final amendments before the sign is built.

**c) To receive a report from Newburgh Fair Committee regarding Fair Week in June and agree any actions**

Cllr Casey, Chair of the Fair Committee, provided a report regarding Fair Week in June. She confirmed that it had been the most successful yet – helped by the good weather. The events have grown significantly in recent years and the membership of the Fair Committee has also increased to help manage the additional workload. The Fair Committee is very grateful for all the grants received from various sources and for the support of the Parish Council. A healthy reserve has been built up over the past few years and it is planned that some of this will be distributed to local groups, Newburgh School and the Parish Council Bluebell Wood project, should the transfer of land go ahead. Thanks were expressed to all the volunteers who work so hard to ensure Fair Week is a success.

083/19

**TO CONSIDER ARRANGEMENTS FOR THE SEPTEMBER NEWBURGH NEWS EDITION AND AGREE ANY ACTIONS**

Councillors were informed that the September Newburgh News edition would be put together during August with a view to circulating to residents around the beginning of September. As discussed earlier during the Parish Council meeting, an additional leaflet will also be published to highlight road issues in the village.

084/19

TO RECEIVE AN UPDATE ON CAST NW SCHEME TO HOLD SESSIONS FOR OLDER PEOPLE AND AGREE ANY ACTIONS

The Clerk confirmed that she had received an email from CAST NW highlighting a new scheme to hold various activity sessions for older people. The Parish Council was asked to publicise the sessions especially to local groups and organisations who may know people who would be interested. It was agreed that the Parish Council would publicise the sessions on the village noticeboard, Facebook page and possibly the September newsletter once more details are known.

Borough Cllr Pope left the meeting at this point.

085/19

TO CONSIDER AN INVITATION TO ATTEND THE CIVIC SUNDAY SERVICE ON SUNDAY 15 SEPTEMBER AT ORMSKIRK PARISH CHURCH

It was confirmed that both the Chair and Vice Chair were unable to attend the Civic Sunday Service on this occasion so the Clerk was asked to contact the relevant officer to decline the invitation.

086/19

TO CONSIDER THE RECOMMENDATIONS FROM THE EMPLOYMENT WORKING GROUP IN RELATION TO THE CLERKS APPRAISAL AND AGREE ANY ACTIONS

The Clerk left the meeting at this point.

It was confirmed that the appraisal had recently taken place and as all objectives had been achieved, it was the recommendation of the Employment Group that the Clerk should receive an increase in pay to the next point on the pay scale. It was also confirmed that the Clerk had been working an average of over one hour a week extra for the past eighteen months indicating an increasing workload. The Employment Group recommended that the Clerk should receive back pay to cover the additional hours worked and that the Clerk's hours should increase by an hour a week and reviewed on an annual basis. It was resolved to accept all the recommendations of the Employment Group in regards to the Clerk's working hours and salary.

The Clerk returned to the meeting at this point.

087/19

FINANCE

**a) To agree Accounts for Payment for July 2019, Schedule attached**

The Accounts Schedule for July 2019 was approved for payment.

**b) To note Income Received April 2019 – June 2019**

The Income Received April 2019 – June 2019 statement was noted.

**c) To note Budget/Expenditure Statement year to date 30 June 2019**

The Budget/Expenditure Statement year to date 30 June 2019 was noted

**d) To note Bank Reconciliation Statement for year to date 30 June 2019**

The Bank Reconciliation Statement for the year to date 30 June 2019 was noted.

**e) To receive an update regarding the Parish Council bank account and agree any necessary actions**

The Clerk confirmed that there had been some queries from Yorkshire & Clydesdale Bank regarding the application following the last Parish Council meeting. All queries had been answered and it was hoped that the bank account would be switched in time for the next Parish Council meeting in September. An update will be provided at the September Parish Council meeting.

**f) To consider a request for a donation from the Grove Activity Programme towards the cost of Summer activities (\$137 expenditure)**

The Clerk confirmed that she had received a request for a donation from the Grove Activity Programme based in Burscough. The Grove provides summer activities and events for local children during the school holidays and children from Newburgh were due to take part in the activities. Councillors were informed that the Parish Council had last given a donation in 2013. Following discussion, it was resolved to give a donation of £50 to the Grove Activity Programme.

088/19

TO NOTE THE CLERKS REPORT

The Clerks Report was noted.

089/19

DATE AND TIME OF NEXT MEETING

The next Parish Council Meeting will be on 25 September 2019 at 7.30pm.

The meeting finished at 9pm

**Schedule of Accounts for Payment July 2019**

<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>
n/a	1&1 - website charges	£ 5.99 *Direct Debit
2045	Flexipress – Annual Reports	£ 35.00 *retrospective
2046	Cook & Talbot Solicitors – fees for Bluebell Wood transfer	£ 400.00 *retrospective
2047	West Lancashire Borough Council – planning application fee	£ 231.00 *retrospective
2048	Mrs S Jones – July salary and expenses	£ 617.38
2049	Yates Playgrounds – SPID charges Apr – Jun 19	£ 499.20
2050	Mr Horrobin – footpath maintenance	<u>£ 75.00</u>
TOTAL		<u>£ 1,863.57</u>

**Income Received April 2019 – June 2019**

1/4/2019	Interest	£ 2.44
5/4/2019	1 <sup>st</sup> part of WLBC Precept	£7,784.00
18/4/2019	1 <sup>st</sup> part of WLBC Concurrent Grant	£ 452.50
2/5/2019	Interest	£ 3.27
1/6/2019	Interest	<u>£ 3.64</u>
Total		<u>£8,245.85</u>

<b>Newburgh Parish Council</b>				
<b>Budget/Expenditure Statement</b>		<b>2019/20</b>		
<b>Detail</b>	<b>Budget</b>	<b>June Expenditure</b>	<b>Underspend/ (Overspend)</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	
Clerk's Salary	7230	1772	5458	
Clerk's Expenses	300	86	215	
General Admin	250	195	55	
Postage	100	6	94	
Members travel costs	20	0	20	
School Hire	150	22	128	
Training inc Quality Registration	200	0	200	
Audit	60	50	10	
Website Management	250	97	153	
Uncontested Election Costs	0	0	0	
	<b>8560</b>	<b>2227</b>	<b>6333</b>	
General Maint & Repair	1296	0	1296	
Play Area Maintenance	300	0	300	
Insurance	510	499	11	
Associations				
Local council Review	21	17	4	
LAPTAC Subscription	200	222	-22	
Hon Sec Honorarium	17	13	4	
Society Local Council Clerks	130	0	130	
CPRE	40	0	40	
WL Heritage Association	5	0	5	
	<b>413</b>	<b>252</b>	<b>161</b>	
Activities				
Newsletter	250	0	250	
Maintenance of SPID	1664	0	1664	
Christmas Celebrations	800	0	800	
	<b>2714</b>	<b>0</b>	<b>2714</b>	
S137 Expenditure				
Best Kept Village Competition	30	0	30	
Civic Service	50	40	10	
Donations	200	24	176	
Maintenance of the Dell	75	0	75	
	<b>355</b>	<b>64</b>	<b>216</b>	
<b>TOTAL</b>	<b>14148</b>	<b>3042</b>	<b>11106</b>	
<b>Concurrent Grant</b>				
Village Cleaning & Maintenance	905	220	685	
	<b>905</b>	<b>220</b>	<b>685</b>	
<b>LCC FOOTPATH DELEGATION SCHEME</b>	<b>250</b>	<b>0</b>	<b>250</b>	
<b>Reserves</b>				
General Reserve	<b>8353</b>	24	8329	
IT Reserve	<b>100</b>	100	0	

**Newburgh Parish Council****Bank Reconciliation Statement  
Month ending 30 June 2019**

				£	£	
<b>Bank Statement Balances</b>						
	Gold Deposit Account	30/06/2019			18,100.64	
	Current Account	30/06/2019			500.84	
					<b>18,601.48</b>	
	Less unrepresented chqs				580.88	see below
					<b>18,020.60</b>	
<b>Cash Book</b>						
	Bfwd Balance	2019		13,264.84		
	Receipts	to	30/06/2019	8,245.85		
				21,510.69		
Less	Payments	to	30/06/2019	3,490.09		
	Balance				<b>18,020.60</b>	
<b>Unrepresented Chqs</b>						
	1969				120.00	
	2036				10.63	
	2039				20.00	
	2041				11.25	
	2042				40.00	
	2043				110.00	
	2044				234.00	
	2045				35.00	
					<b>580.88</b>	
Prepared by: Sandra Jones Clerk to the Council /RFO				Date:	09-Jul-19	