

MINUTES of the Parish Council Meeting held at Newburgh School, Back Lane, on Wednesday 26 February 2020 commencing at 7.30pm.

PRESENT Cllr Citarella, Chair.

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

One member of the public attended for part of the meeting.

013/20

TO RECEIVE APOLOGIES

Apologies were received from Cllr Casey, Cllr Moore and Borough Cllr Pope

014/20

DECLARATIONS OF INTEREST

Cllr O'Keefe declared an interest in item 5a planning application for Fairways as the applicant is an acquaintance

015/20

TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22 JANUARY 2020

It was resolved that the minutes of the Parish Council meeting held on 22 January 2020 should be approved and signed by the Chair.

016/20

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

The meeting was adjourned for public discussion.

The member of the public had attended the meeting to speak about the planning application for the extension at Fairways on Course Lane, confirming that the purpose of the extension was to provide extra space for the family to continue to live in the village. He was also concerned about the flooding issues and was interested in any plans the Parish Council had to deal with the problem.

The meeting was reconvened.

The Chair agreed with Councillors at this point to bring forward the Fairways planning application and the item regarding flooding.

Cllr O'Keefe left the meeting at this point.

017/20

PLANNING

**a) Applications to be considered:**

2020/0026/FUL-Removal of existing garage and proposed single and two storey side at Fairways, Course Lane  
Following discussion and consideration of the recommendation from the Planning Working Group it was resolved to make no comment regarding this application.

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

018/20

WORKPLAN

**a) To consider a response to recent flooding problems in the village and agree any actions**

It was confirmed residents had been in contact with the Parish Council regarding flooding issues in the village due to recent wet weather. A letter had been circulated to the areas of the village affected which contained useful information regarding the best way to report the problems. The Flood Working Group and the Clerk had managed to find out a lot of information since the last meeting and it was resolved that a leaflet would be drafted to circulate the information to all residents. It was also suggested that the leaflet could include a proposal for a Flood Action Group to be set up in the village if there was enough village support. Councillors were asked to check on the condition of gutters/gulleys while out delivering leaflets or newsletters and to report any to the Clerk which could not be cleared by Councillors or volunteers.

The member of the public left the meeting at this point.

019/20

PLANNING

**a) Applications to be considered:**

2020/0067/LDC - Certificate of Lawfulness - Use of land as equestrian centre including stables, store areas, manege, exercise areas and fields at Rigby's Farm, Back Lane, Newburgh,

Councillors were informed that the Planning Working Group did not feel that it had the technical knowledge or expertise to comment on this application due to it being a Certificate of Lawfulness rather than a planning application. The permission appeared to depend on fulfilling evidence of the existence of the development rather than consider planning matters. It was resolved to make no comment regarding this application.

2020/0122/FUL - Variation of Condition No. 2 of planning permission 2019/0785/FUL to vary the approved plans at 27 Doe Meadow, Newburgh, Wigan, Lancashire, WN8 7LZ – no comment

2020/0110/FUL – Creation of single residential dwelling at Forest View Holiday Park

The Planning Working Group confirmed that this application was the same as a previous application submitted in 2016, when it was rejected by both West Lancashire Borough Council and the Planning Inspectorate on appeal. Based on information provided, it appeared that decisions made on similar applications in more recent times had encouraged the applicant to apply again. Following discussion, it was resolved to submit the following comment:

Newburgh Parish Council would expect hard evidence by the applicant to demonstrate the claimed difficulty of using the building for holiday lets. The applicant gives no detail of the treatment of the curtilage of the property including how the boundaries would be marked. This makes it difficult to assess the overall impact of the proposal particularly in relation to Green Belt regulation.

2020/0120/LBC – Listed Building Consent – re-roofing of existing building at Ivy Cottage Farm, Back Lane – no comment

**b) To receive an update regarding the West Lancashire Borough Council Local Plan Review and agree any necessary actions**

Councillors were informed that West Lancashire Borough Council had started a new Local Plan process with a proposal for a new Local Plan to cover the period 2023-2038. Consultation is due to take place in the Autumn and it was expected that there would be information sessions provided for Parish Councils similar to the previous process.

020/20

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 resolved to approve the report presented by the Bluebell Wood Working Group recommending that the Parish Council agree to take ownership of the land. The Clerk confirmed that she had received the title deed to transfer ownership of the land from the Appleton family to the Parish Council and that all Councillors had been circulated with a copy prior to the meeting. It was resolved to approve the title deed transferring ownership of the land to the Parish Council and authorise the Clerk to sign the document on behalf of the Parish Council. It was further resolved that once ownership of the land was officially confirmed by the solicitor, a new health and safety assessment would be carried out and any work identified undertaken, in addition to the indemnity insurance taken out in relation to the boundaries. The Clerk confirmed that there had been no further changes to the budget agreed at the January Parish Council meeting as the costs for the Appleton family solicitor and indemnity insurance had already been included in the figures.

021/20

WORKPLAN

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

Due to the current issues with flooding problems in the village and the absence of two Parish Councillors at the meeting, it was agreed to defer this item to the March Parish Council meeting.

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

It was suggested that a litter sweep was needed as there appeared to be a lot of rubbish lying around the village, especially after the recent high winds and flooding. It was confirmed that a detailed list of tasks and dates should be ready to be considered at the March Parish Council meeting.

**d) To consider whether to enter the Best Kept Village Competition for 2020 and agree any actions**

It was resolved not to enter the Best Kept Village Competition this year due to development work ongoing in the village and the problems with flooding and roads.

**e) To consider arrangements for Christmas 2020 and agree any necessary actions**

The Clerk confirmed that a date needed to be set for the Village Carols event in order for the band to be booked. Following discussion, the date of Thursday 10 December was proposed and it was agreed that the Church and School would be contacted to check if the proposed date was suitable and whether there were any preferences with regards to the band.

**f) To discuss possible themes and dates regarding the Annual Parish Meeting and the May Parish Council meeting (AGM) and agree any further actions**

It was resolved that the Parish Council meeting in May (AGM) would follow the same agenda as in previous years. With regard to the Annual Parish Meeting, it was resolved that a meeting would be held for residents to discuss the transfer in ownership of Bluebell Wood and the adjoining field once the legal process had been finalised.

022/20

**TO AGREE RESPONSIBILITY FOR COMMUNICATION WITH LOCAL GROUPS AND ORGANISATIONS WITH REGARD TO NEWBURGH NEWS**

The Clerk had previously circulated a list of groups and organisations to Councillors and some feedback was given with regards to which Councillors were currently liaising with groups/organisations. It was agreed that the Clerk would send out the amended list to Councillors and ask for volunteers for any groups/organisations, which did not appear to have a Councillor contact.

023/20

**TO CONSIDER ATTENDANCE AT THE LANCASHIRE ASSOCIATION OF LOCAL COUNCILS (LALC) SPRING CONFERENCE ON 25 APRIL AT LEYLAND HOTEL AT A COST OF £35 PER HEAD**

The Clerk had circulated the agenda for the Spring Conference to Councillors prior to the meeting and following discussion it was resolved not to send a representative as the items on the agenda were not considered to be relevant on this occasion.

024/20

**FINANCE**

**a) To agree Accounts for Payment for February 2020, Schedule attached**

The Accounts Schedule for February 2020 was approved for payment.

**b) To consider donations to the following organisations (\$137 expenditure) and agree any actions:**

- Newburgh Fair Association towards the costs for Newburgh Fair 2020  
It was resolved to donate £100 to Newburgh Fair Association towards the costs for Newburgh Fair 2020.
- Stop Parbold Hill Landfill organisation towards the costs of surveys relating to current planning application  
It was resolved to donate £100 to the Stop Parbold Hill Landfill organisation as the Parish Council had objected twice to the Lancashire County Council planning application which would result in more HGV traffic coming through the village.

**c) To approve the appointment of Michelle Mulcahy as the Internal Auditor for 2020/21 and agree any actions**

It was resolved to appoint Michelle Mulcahy as the Internal Auditor for 2020/21 at a cost of £50. Councillors approved the testing schedule which was used last year and asked the Clerk to make the necessary arrangements.

025/20

**TO NOTE THE CLERKS REPORT (INFORMATION ONLY)**

The Clerks report was noted.

026/20

**TO NOTE THE DATE AND TIME OF NEXT MEETING**

The next meeting will be held on 25 March 2020 at 7.30pm.

The meeting finished at 8.55pm

## Schedule of Accounts for Payment – February 2020

<b>Chq No</b>	<b>Payee</b>	<b>Amount</b>
n/a	1&1 - website charges	£ 5.99 *Direct Debit
n/a	NEST Pension Scheme	£ 50.28* Direct Debit
017	Mrs S Jones – February salary and expenses	£ 839.10
018	Lancashire County Council – school hire Jan	<u>£ 22.50</u>
<b>TOTAL</b>		<u>£ 917.87</u>