

MINUTES of the Parish Council Meeting held at Newburgh School, Back Lane, on Wednesday 22 January 2020 commencing at 7.30pm.

PRESENT Cllr Citarella, Chair.

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

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

001/20

TO RECEIVE APOLOGIES

Apologies were received from Borough Cllr Pope

002/20

DECLARATIONS OF INTEREST

Cllr Atty declared an interest in item 5c Lancashire County Council planning application for Parbold Quarry as he is a friend of the agent.

003/20

TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 DECEMBER 2019

It was resolved that the minutes of the Parish Council meeting held on 11 December 2019 should be approved and signed by the Chair.

004/20

ADJOURNMENT OF MEETING FOR PUBLIC DISCUSSION

The meeting was adjourned for public discussion.

The member of the public had attended to raise the issue of allotments in the village. He asked if it was feasible for the Parish Council to provide a site for allotments stating that allotments were good for residents' health and wellbeing as well as for growing food. It was confirmed that the Parish Council currently does not own any land and information was provided regarding other allotment sites in the Borough.

The meeting was reconvened and the member of the public left the meeting.

005/20

PLANNING

a) Applications to be considered:

2019/1208/FUL – Two dormers to the front of the property at 48 Cobbs Brow– it was confirmed that West Lancashire Borough Council Planning department had recently approved the application, therefore there was no longer any facility for the Parish Council to comment.

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

There was no progress to report on the West Lancashire Borough Council Local Plan Review.

Cllr Atty left the meeting at this point.

c) 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. An amendment has recently been submitted for this planning application and Councillors are asked to consider whether to make another response.

Councillors were informed that an amendment had been submitted for the application relating to the proposed land restoration works at Parbold Quarry, which would result in less vehicle movements and material deposits than in the original application. Although Councillors were pleased to hear of the proposed reduction in vehicle movements, it was felt that there was still a need to oppose the application as any additional vehicle movements through the village is too many. It was resolved to submit the following to Lancashire County Council:

Newburgh Parish Council notes the changes made to this application and makes the following comments in addition to our original submission. The A5209 is already congested and dangerous due in no small part to the high numbers of HGVs which currently use it. Any sizeable increase in these numbers, coupled with the potential for increased danger posed by the proposed changes to site access is unacceptable. In the original application, the special circumstances required to allow development in the Green Belt were not proven. They have not been proven in the updated version. This in itself should result in the application being refused. Despite the reduction in the amount of material to be deposited and the corresponding reduction in the number of HGV movements required, the loss of amenity caused by traffic, noise, dust and general disruption will have a prolonged and detrimental effect on the area immediately surrounding the site and the wider area. Newburgh Parish Council continues to object strongly to this application.

Cllr Atty returned to the meeting at this point.

006/20

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 confirmed that the Bluebell Wood Working Group had met to consider the updated documents provided by the Parish Council solicitors. Queries still remain over the indemnity insurance regarding the boundaries. The draft budget was circulated to Councillors. A meeting had been held with the Sports Club to discuss the issue of parking and the boundary fence and West Lancashire Borough Council have been informed of the details. It was resolved to approve the draft budget and to raise further queries with the Parish Council solicitors regarding the quote for indemnity insurance. It is hoped that a final decision will be possible at the February Parish Council meeting, pending the resolution of the outstanding queries.

007/20

WORKPLAN

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

It was confirmed that work had been carried out on Ash Brow to resolve a longstanding flooding issue, which appeared to have solved the problem. Further investigations have also been carried out relating to flooding further along Ash Brow and Course Lane, but had failed to find the exact source of the problem. The Flooding Working Group have been provided with further information regarding general flooding issues and plan to look into whether any of the information is relevant to the village flooding problems, before presenting findings at a future Parish Council meeting.

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

There was no progress since the last meeting. Councillors were asked to provide feedback on the draft report recently circulated by the Roads Investigation Working Group. Due to a busy schedule in January, an informal meeting will take place in February prior to the February Parish Council meeting, where the report will be considered.

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

It was confirmed that overgrown vegetation on various parts of Ash Brow had been reported to Lancashire County Council and further enquiries have been made regarding the progress of Lancashire County Council for work to be carried out on some trees on the school field. Borough Cllr Pope has been asked to get involved in the issue in an attempt to resolve the problem. The Village Appearance Working Group have undertaken a review of the tasks required during 2020 and it was proposed to contact the volunteers to arrange further clean up sessions to commence in the Spring.

d) To receive an update on the village footpaths including the lack of a footpath along Cobbs Brow Lane to Applecast and agree any necessary actions

The Clerk confirmed that the issue of access on a footpath on Ash Brow, which had been passed onto Lancashire County Council, was still ongoing. The Clerk was asked to chase up the issue with the relevant officer to see if any progress had been made.

Some work has been carried out on the canal footpath between Newburgh and Parbold by a private landowner. During informal discussions, it was confirmed that the plan is to improve that stretch of footpath and provide a bench for public use.

Councillors were informed that Applecast had confirmed that the issue of a footpath linking the site to the village along Cobbs Brow Lane was being addressed with both West Lancashire Borough Council and Lancashire County Council. Funding would also be required to ensure the footpath was installed.

e) To consider the current process of maintaining the speed device and agree any required actions

Following a recent free training session from Lancashire County Council, members of the Parish Council confirmed that they felt capable of maintaining the speed device which is used in various locations in the village. At present the work is carried out by a local company and represents a significant proportion of the annual budget. It was resolved to contact the company to confirm the Parish Council's wish to terminate the contract and take over the maintenance of the speed device from April 2020. In addition, it was also resolved to approve funding the cost of a new ladder which will be required to provide future maintenance.

008/20

TO CONSIDER ATTENDANCE AT THE PARISH AND TOWN COUNCIL CONFERENCE AT HOWICK HOUSE PENWORTHAM ON SATURDAY 8 FEBRUARY 2020

Cllr O'Keefe will represent the Parish Council at the Parish and Town Council conference in Penwortham.

009/20

TO NOTE THE PROPOSED LETTING OF THE STRAWBERRY FARM PREMISES AND TO CONSIDER ANY ACTIONS TO WELCOME THE NEW ENTERPRISE TO THE VILLAGE

It was confirmed that an informal meeting had been held with the new tenants of the former Strawberry Farm on Course Lane. The tenants hope that Eden Tearoom and Gallery will be open around the end of May 2020. The tenants confirmed that the downstairs will consist of a gallery and workshops for artists and members of the public. The tearoom will be upstairs (accessible by lift). Special events are also planned including farmers markets in the coming months. It was resolved that the Parish Council would help to publicise the new business by posting details on the Parish Council Facebook page and the village noticeboard.

010/20

FINANCE

a) To agree Accounts for Payment for January 2020, Schedule attached

The Accounts Schedule for January 2020 was approved for payment.

b) To consider whether to submit a grant application to the West Lancashire Borough Council Capital Scheme 2020/2021 and agree any actions

Following discussion, it was resolved to submit an application for funding towards the costs of Bluebell Wood and adjoining field, pending the success of the proposed transfer.

c) To consider recommendations from Finance Committee and set Precept and budget for 2020/21

All Councillors had attended the Finance Committee meeting and were aware of the main issues facing the Parish Council for the coming year. It was agreed to prioritise the proposed transfer of Bluebell Wood and the adjoining field which is expected to take place in the near future. Following discussion, it was resolved to accept the recommendation from the Finance Committee to increase the Precept and budget for 2020/21 to partly fund the estimated costs for Bluebell Wood and the adjoining field, with the remainder being funded by current reserves. The increase will result in an additional £5 per year per household on the Council Tax bill based on an average Band D property. It was resolved to publicise the increase to residents in the March newsletter.

d) To note income received from October 2019 – December 2019

Income received from October 2019 – December 2019 was noted.

e) To note Bank Reconciliation Statement for December 2019

The Bank Reconciliation Statement for December 2019 was noted.

f) To note Budget/Expenditure Statement year to December 2019

The Budget/Expenditure Statement for year to December 2019 was noted.

011/20

TO NOTE THE CLERKS REPORT (INFORMATION ONLY)

The Clerks report was noted.

012/20

TO NOTE THE DATE AND TIME OF NEXT MEETING

The next meeting will be held on 26 February 2020 at 7.30pm.

The meeting finished at 8.55pm

Schedule of Accounts for Payment – January 2020

Chq No	Payee	Amount
n/a	1&1 - website charges	£ 5.99 *Direct Debit
009	Mr J Horrobin – maintenance of hedge	£ 110.00 *retrospective
010	Mrs S Jones – January salary and expenses	£ 709.65
011	P and R Electrical Contractors – decoration of Christmas tree	£ 360.00
012	Newburgh Christ Church – maintenance of the Dell	£ 75.00* S137 Expenditure
013	Newburgh School – Village Carols expenses	£ 59.59
014	Yates Playgrounds – SPID device costs Oct – Dec 2019	£ 499.20
015	Lancashire County Council – school hire Dec	<u>£ 9.00</u>
TOTAL		£ 1,828.43
Less		
Chq 2053 – Grove Activity Scheme – donation made Aug 2019		<u>(£ 50.00)</u>
Payment no longer required due to scheme closing in March 2020		
TOTAL		<u>£ 1,778.43</u>
Plus		
016	Lancashire County Council – school hire July, Aug, Sep, Oct (Replacement for cheque no 002 due to cheque going astray)	£ 38.25 *

Income Received – October 2019 – December 2019

1/10/19	Bank Interest	£ 3.01
4/10/19	WLBC Concurrent Grant part 2	£ 452.50
1/11/19	Bank Interest	£ 3.48
18/11/19	Bank Interest	£ 1.26
26/11/19	LCC Parish Champion Grant Newburgh Fair	£ 300.00
3/12/19	Cash Back payment from Bank	<u>£ 1,325.00</u>
TOTAL		<u>£ 2,085.25</u>

Newburgh Parish Council**Bank Reconciliation Statement
Month ending 31 December 2019**

				£	£	
Bank Statement Balances						
	Club & Societies Account	31/12/2019			19,238.63	
	Savings Account	31/12/2019			-	
					19,238.63	
	Less unrepresented chqs				399.25	see below
					18,839.38	
Cash Book						
	Bfwd Balance	2019		13,264.84		
	Receipts	to	31/12/2019	16,953.74		
				30,218.58		
Less	Payments	to	31/12/2019	11,379.20		
	Balance				18,839.38	
Unpresented Chqs						
	1969				120.00	
	2068				25.00	
	2				38.25	
	3				216.00	
					399.25	
Prepared by: Sandra Jones						
Clerk to the Council /RFO						
Date: 02-Jan-20						

Newburgh Parish Council				
Budget/Expenditure Statement		2019/20		
Detail	Budget	Dec	Underspend/	
	£	Expenditure	(Overspend)	
		£	£	
Clerk's Salary	7230	5649	1581	
Clerk's Expenses	300	212	88	
General Admin	250	841	-591	
Postage	100	97	3	
Members travel costs	20	0	20	
School Hire	150	94	56	
Training inc Quality Registration	200	60	140	
Audit	60	50	10	
Website Management	250	199	51	
Uncontested Election Costs	0	0	0	
	8560	7202	1358	
General Maint & Repair	1296	180	1116	
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	36	4	
WL Heritage Association	5	5	0	
	413	293	120	
Activities				
Newsletter	250	140	110	
Maintenance of SPID	1664	832	832	
Christmas Celebrations	800	100	700	
	2714	1072	1642	
S137 Expenditure				
Best Kept Village Competition	30	0	30	
Civic Service	50	40	10	
Donations	200	99	101	
Maintenance of the Dell	75	0	75	
	355	139	141	
TOTAL	14148	9385	4763	
Concurrent Grant				
Village Cleaning & Maintenance	905	442	463	
	905	442	463	
LCC FOOTPATH DELEGATION SCHEME	250	215	35	
Reserves				
General Reserve	8353	842	7511	
IT Reserve	100	100	0	