

MINUTES of the Parish Council Meeting held on Thursday 29 October 2020 commencing at 7pm.
The meeting was held by Zoom.

PRESENT: Cllrs Citarella (Chair), Moore, Atty, Turner, O'Keefe, Roughneen, Casey and Clerk Sandra Jones.

No members of the public attended the meeting.

088/20

TO RECEIVE APOLOGIES

Apologies were received from Cllr Baker and Borough Cllr Pope.

089/20

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Citarella and Cllr O'Keefe declared a pecuniary interest in the items relating to Eden Tea Rooms.
Cllr Moore declared an interest in the planning application for Dutton's Barn.

090/20

TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23 SEPTEMBER 2020 AND THE PARISH COUNCIL EXTRA-ORDINARY MEETING HELD ON 1 OCTOBER 2020

It was resolved that the minutes of the Parish Council meeting held on 23 September 2020 and the Parish Council Extra-ordinary meeting on 1 October 2020 should be approved and signed by the Chair.

091/20

ISSUES RAISED BY MEMBERS OF THE PUBLIC

Although Borough Cllr Pope was unable to attend the meeting, he had passed on the news that the planning application relating to Parbold Hill had recently been approved by Lancashire County Council. Cllr Atty immediately declared an interest in this issue and was put into the waiting room. It was also confirmed that the group opposing the planning application, "Stop Parbold Landfill" has contacted local Parish Councils, West Lancashire Borough Council and residents to see if there was support in principle to consider applying for a judicial review of the decision. Cllr Atty returned to the meeting at this point.

092/20

PLANNING

a) Applications to be considered:

Cllrs Citarella and Cllr O'Keefe were put into the waiting room at this point. Cllr Moore took the Chair and it was agreed to consider item b (representation at the Planning Committee) during this section of the meeting.

2020/0809/FUL - Use of the building for storage and staff facilities in association with adjacent cafe and gallery and occasional use for public events such as an artisan market (no more than 21 days each year) together with the retention of hard standing areas, the enlargement of fire doors and the use of the neighbouring field as an overspill car park (only to be used for days of the public event) at Eden Tearoom and Galleries, Course Lane.

Following discussion, it was resolved to submit the following response:

As a preamble to our objection to this application and to 2020/0785/FUL; 2020/0786/FUL and 2020/0808/ADV Newburgh Parish Council expresses its disquiet at the progress of planning applications for Eden Tearoom and Galleries. In the last few months there have been planning permission breaches, applications submitted and withdrawn, additional applications for opening hours and use of the barn, retrospective applications, events held without permission and, although not a planning matter, a premises licence which had to be re-run.

This disjointed procedure serves to create confusion about the long-term intentions of the applicant which surely must have been clear at the time of occupation of the premises earlier this year. It would be reasonable to expect a coherent plan rather than an incremental approach which serves to foment distrust of the enterprise. Neither the Planning department, the Planning Committee, the Parish Council or the residents affected by the plans should have to respond to this fragmented approach. The process is reflected in the unprecedented number and depth of objections raised by Newburgh residents.

There is lack of clarity in the application 2020/0809/FUL

- The applicant has taken pre-application advice which is simply on the planning permission needed. This does not constitute advice on the substance of the application which, if given, has not been included. The applicant refers to the building being required for “occasional use for events such as an artisan market (no more than 21 days each year) ...” Eden advertises a monthly artisan market which leaves nine events unexplained. It is not acceptable to be very precise about the number of occasions (21) but imprecise about their purpose or proposed opening times.
- The purpose is further confused by an earlier statement on the Eden website that “Our large indoor artisan retail barn provides a complete unique shopping experience...” This reference is no longer on the site which now refers to “artisan retail”
- The application states opening times are not relevant to this proposal. No opening hours are approved for the current permission for use of the building for agricultural storage. The only approved opening hours on the site are for planning permission 2016/1151/FUL (currently 8am – 6pm Mon – Sat; 9am – 6pm Sundays), for the main building (Tearoom), now the subject of planning application 2020/0439/FUL to extend the hours. There is a need for clarification of the proposed opening hours for the building in this application
- Similarly, the approved Premises Licence is for the sale of alcohol in the Tearoom and designated external spaces. While not a planning issue it needs to be made clear that this licence does not apply to this building for the events proposed or any others as yet unspecified.

In addition:

- The application envisages an additional 65 vehicles accessing the site which means a total of around 90 including existing provision. Newburgh Parish Council endorses the Highways Department requirement that the applicant should provide details of a safe pedestrian access from Course Lane. We add concerns for public safety from the flow of vehicles and pedestrians through the site to the barn and the proposed overspill car park and to and from the busy A5209; and the potential threat to public amenity from any overflow into neighbouring residential areas from either the markets or the unspecified additional events. This location is unlike other local farmers markets held in the countryside away from busy main roads and residential areas
- The application seeks to replace permission for a building to be used for specific agricultural usage. The proposal changes the use entirely and further encroaches on the openness of the Green Belt through use of an adjacent field for car parking and creating hardstanding.

Newburgh Parish Council recommends that this application is refused and a coherent plan for all uses of the whole site is presented.

2020/0785/FUL - Retrospective application for the retention of the changes from the approved plans of planning permission 2016/1151/FUL - retention of metal gates and fencing to the frontage of the site, aggregate to the car parking surface, relocation of cycle rack and bin store provision, marking out of car parking spaces and not to install 1m & 2m high fencing to side and rear of grassed area at Eden Tearoom and Galleries, Course Lane.

It was resolved to submit the following response:

In the absence of any rationale to support retention of changes and in view of their impact on the visual appearance of a rural village in the Green Belt the original permission should be observed. We reiterate our disquiet about the number of applications, some retrospective, for Eden Tearooms and our recommendation that a coherent plan for all uses of the whole site both immediate and future is presented.

Newburgh Parish Council objects to this application.

2020/0786/FUL - Retention of hardstanding to side of existing building at Eden Tearoom and Galleries, Course Lane.

It was resolved to submit the following response:

The impact of hardstanding on the openness of the Green Belt land in a rural village without the justification of very special circumstances is not acceptable. Newburgh Parish Council objects to this application.

2020/0808/ADV - Retention of V sign on the forecourt and retention of the internally and externally mounted signs on the front face of the building at Eden Tearoom and Galleries, Course Lane, Newburgh.

It was resolved to submit the following response:

The site has excessive signage for a building in a rural village. While the V signs may be acceptable, the fascia sign is glaring, oversized and distracting. The original and modest signage over the main door would be more appropriate. Newburgh Parish Council objects to the large fascia signage in this application.

b) To consider representation at the West Lancashire Borough Council Planning Committee meeting in November regarding planning applications submitted by Eden Tea Rooms on Course Lane and agree any actions.

It was confirmed that the next West Lancashire Borough Council Planning Committee is expected to take place on 12 November. It was resolved that a representative from the Parish Council will speak at the meeting in relation to Eden Tea Room applications. In addition, it was resolved that the Planning Working Group would agree the response to be made with all Councillors, except those declaring an interest, once all the information for that particular meeting has been made available.

Cllr Citarella and Cllr O'Keefe were admitted back into the meeting at this point. Cllr Citarella resumed the Chair.

2020/0781/FUL - Refurbish and modernise existing shant at Boundary Farm, Ash Brow – No comment.

2020/0688/FUL and 2020/0689/LBC - application and listed building consent for Change of use of Lowes Farm Barn to create 4 bed dwelling and 2no. 2 bed holiday cottages. Erect an agricultural storage building on an existing concrete slab at the Barn, Lowes Farm, Lowes Lane, Newburgh, Lancashire.

Following discussion, it was resolved to submit the following response:

Newburgh Parish Council has concerns about this application:

- The ecological report identifies the presence of bats and possibly also nesting birds. The applicant has not completed the appropriate surveys to ascertain the exact situation.
- The only available structural survey of the building took place in 2015. Is an up to date report needed to ascertain the present condition of the building which may have deteriorated significantly since then?
- The plans for the conversion are difficult to decipher - while the form describes two 2 bed apartments the plans identify "3 units".

Without these three points being appropriately addressed by the applicant, Newburgh Parish Council objects to this application.

2020/0728/FUL - Garage conversion with attic conversion above for single bedroom and porch to front at Coachmans Cottage, Ash Brow – No comment.

2020/0882/FUL - Demolition of single storey rear. Adaptations to and construction of a part two storey part single storey rear extension and single storey front porch extension. Conversion of loft to habitable room at Lyndhurst, Course Lane – No comment.

Cllr Moore was put into the waiting room at this point.

2020/0812/FUL - Erection of greenhouse in back garden at Dutton's Barn, Back Lane – No comment.

Cllr Moore was admitted back into the meeting at this point.

093/20

TO RECEIVE AN UPDATE REGARDING BLUEBELL WOOD AND FIELD AND AGREE ANY ACTIONS REQUIRED

Confirmation from the Land Registry detailing transfer of ownership to the Parish Council is still outstanding. Positive comments from residents have been received regarding the tree maintenance in the wood. The contractor undertaking the tree maintenance has advised that any further work should be delayed until the Spring and has provided a quote of £3,500 for the outstanding work to be completed. The Appleton Memorial Stone has now been erected and it was suggested that it would be a good time to plant daffodil bulbs with gravel around the base, which would be a welcome addition at Spring time. The entrance to the field is muddy and requires a layer of gravel/stone to improve access. Work is still being carried out to consider the best option for a local village organisation to run the site in the future. The Clerk confirmed that roughly half of the budget for the site had now been spent and proposed that a claim for part of the expenditure be submitted to West Lancashire Borough Council following approval of the Capital Scheme bid.

Following discussion, it was resolved that:

- Further work in the wood be delayed until Spring and the quote for outstanding tree maintenance be approved,
- A working party be set up to organise the planting of bulbs around the base of the Memorial Stone and Apple Cast be contacted to see if they would like to assist. A suggested donation of £100 plus the cost of materials will be offered to Apple Cast (partly in recognition of their assistance in erecting the Memorial Stone),
- The options for a local village organisation to run the site will be finalised in the Spring, when it is hoped that the pandemic restrictions will be lifted,
- Contact would be made with the Sports Club to agree the best way forward regarding the work needed to improve access to the entrance of the field, and
- The Clerk should submit a claim to West Lancashire Borough Council Capital Scheme fund in relation to the expenditure spent so far on the site.

094/20

WORKPLAN

a) To consider arrangements for Remembrance Sunday on 8 November 2020 and agree any actions including the donation for the wreath (\$137 expenditure).

It was confirmed that the usual services and parades across the Borough will not take place this year due to the Corona virus pandemic. Christ Church Newburgh has confirmed that a Zoom service is planned for 10.30am on the day and residents can contact the Church for details. A member of the Parish Council will lay the Parish Council wreath at the War Memorial at some point during the day. A member of the Parish Council will also lay a poppy at the Commonwealth War Grave in the Churchyard. It was resolved to donate £25 to the Royal British Legion in respect of the wreath.

095/20

TO CONSIDER ATTENDANCE AT THE LANCASHIRE ASSOCIATION OF LOCAL COUNCILS (LALC) ANNUAL GENERAL MEETING (ZOOM) ON SATURDAY 14 NOVEMBER.

Pending confirmation of the agenda for the AGM, it was confirmed that at this point no members are likely to attend the meeting.

096/20

FINANCE

a) To agree Accounts for Payment for October 2020, Schedule attached.

The Accounts Schedule for October 2020 was approved for payment. Payments will be made electronically wherever possible.

b) To note income received from April 2020 – September 2020.

Income received from April – September 2020 was noted.

c) To note the Budget/Expenditure Statement as at 30 September 2020.

The Budget/Expenditure Statement as at 30 September 2020 was noted.

d) To note the Bank Reconciliation Statement as at 30 September 2020.

The Bank Reconciliation Statement as at 30 September 2020 was noted.

097/20

TO NOTE THE DATE AND TIME OF NEXT MEETING

The date of the next scheduled Parish Council meeting is 25 November 2020.

The meeting finished at 7.40pm

Schedule of Accounts for Payment – October 2020

1&1 - website charges	£	5.99*	Direct Debit
NEST Pension Scheme	£	54.34*	Direct Debit
Mrs S Jones – October salary and expenses	£	699.89	
Mr J Horrobin – play area and footpath maintenance	£	141.00	
Working Woodlands – woodland maintenance	£	60.00	
Yates Playgrounds – SPID costs Jul 20 – Sep 20 (inc)	£	499.20	
CPRE – annual membership	£	36.00	
	£	<u>1,496.42</u>	
Plus donation for wreath (as per ref 92/20)	£	25.00	
TOTAL	£	<u>1,521.42</u>	

Income Received April 2020 – September 2020

18/4/2020	1 st part of WLBC Concurrent Grant	£	452.50
22/4/2020	1 st part of WLBC Precept	£	<u>8,716.00</u>
	Total	£	<u>9,168.50</u>

Newburgh Parish Council				
Budget/Expenditure Statement		2020/21		
Detail	Budget	Sep Expenditure	Underspend/ (Overspend)	
	£	£	£	
Clerk's Salary	7870	3997	3873	
Clerks Pension	580	246	334	
Clerk's Expenses	300	79	221	
General Admin	250	241	9	
Postage	100	0	100	
Members travel costs	20	0	20	
School Hire	150	0	150	
Training inc Quality Registration	200	55	145	
Audit	60	50	10	
Website Management	250	116	134	
Uncontested Election Costs	0	0	0	
	9780	4785	4995	
General Maint & Repair	850	0	850	
Bluebell Wood and field	2000	2175	-175	
Play Area Maintenance	300	0	300	
Insurance	700	507	193	
Associations				
Local council Review	21	17	4	
LAPTAC Subscription	226	218	8	
Hon Sec Honorarium	17	13	4	
Society Local Council Clerks	140	0	140	
CPRE	40	0	40	
WL Heritage Association	5	0	5	
	449	248	201	
Activities				
Newsletter	250	56	194	
Maintenance of SPID	1664	416	1248	
Christmas Celebrations	800	0	800	
	2714	472	2242	
S137 Expenditure				
Best Kept Village Competition	30	0	30	
Civic Service	50	0	50	
Donations	200	100	100	
Maintenance of the Dell	75	0	75	
	355	100	180	
TOTAL	17148	8286	8862	
Concurrent Grant				
Village Cleaning & Maintenance	905	446	459	
	905	446	459	
Reserves				
Bluebell Wood	4150	1320	2830	
General Reserve	6003	127	5876	
Footpath Reserve	1145	130	1015	

