

Myerscough and Bilsborrow Parish Council

MINUTES OF THE MEETING OF MYERSCOUGH AND BILSBORROW PARISH COUNCIL HELD AT BILSBORROW PARISH CHURCH ON THURSDAY 27 JANUARY 2022.

PRESENT

Cllr Mrs J Olivine (Chairman), Cllr Mrs S Allan, Cllr M Barker, Cllr W Collinson, Cllr W Robinson, Cllr D Bolton, Cllr R Pye & Cllr M Sutcliffe

CLERK OF THE COUNCIL - John Hallas (Acting)

APOLOGIES

Cllr S.Turner & Cllr Webster

GUEST IN ATTENDANCE

No guests attended

CHAIRMAN'S BRIEF STATEMENT PRIOR TO OPENING THE MEETING

Cllr Olivine explained to the Council that she had visited the Clerk, Roy Bassnett, and during their discussion he had stated that due to his continued issues with ill-health he had made the decision to retire from the role of Parish Clerk, at the earliest date acceptable to the Council. Cllr Olivine stated that she had accepted Roy's request and had subsequently received an electronic mail from Roy that confirmed his wishes. Cllr Olivine stated that this was obviously a very unfortunate and a sad end to the distinguished service that Roy has given to the community during his periods of tenure as clerk to Myerscough and then to the merged Councils. The Councillors present unanimously agreed with Cllr Olivine and all agreed that, at a future date to be determined, arrangements will be made to appropriately acknowledge Roy's long and excellent service. Cllr Olivine confirmed that John Hallas will continue to act as Clerk for the immediate future.

1.22 MINUTES

The minutes of the meeting of the Parish Council held on Thursday 25 November were signed.

2.22 DECLARATIONS

No Declarations of personal or prejudicial interest in any of the agenda items were made by any of the members present.

3.22 FINANCE

The Clerk presented members with copies of statements of the Parish Council's Current Account and the War memorial Current Account together with copies of the bank reconciliations using the bank statements dated 31 December 2021. The Council resolved to approve the accounts and the reconciliation was checked and signed. The Clerk informed that he could not provide exact details of the balance of reserves held in the NS&I investment account as the details of this account are still held by Roy Bassnett. However, this information will be obtained and reported on at the next meeting of the Council. Cllr Olivine brought to the Council's attention the use of spreadsheets by the Clerk to present the account information and the greater visibility that these provide for review by

members. With a specific highlight being HSBC bank having recently introduced monthly account and item service charges, with these being deducted each month and a payment taken for each cheque transacted. Cllr Olivine stated that the Council needed to look into the possibilities to move to electronic online banking and to seek a more cost-effective solution.

4.22 Payments

The Clerk presented two cheques for payment

1. For the Lengthsman 3rd QTR 2021 – payment to Claughton on Brock PC - £1566.64
2. For the Clerk's expenses for stamps and stationery - £ 17.84

5.22 Year End Out-turn

The Clerk informed the Council that his estimate for the out-turn, carry forward, for the Current Account is £3414 and the War Memorial Account at £2520. Although there may be unscheduled costs arising. In addition to the above accounts there is also the NS&I investment account with some £20,000 plus deposited.

6.22 Precept 2022

The Clerk confirmed that the Council had submitted to Wyre Treasurer a requirement for its Precept to be £17,500 for the financial year 2022-23.

7.22 Clerk's Salary

It was agreed that the Clerk's Salary will not be increased but will be reviewed as part of the process to appoint a replacement for Roy Bassnett.

8.22 Planning

Since the November meeting the Council had received 4 new applications with requests for Consultation. These are as follows:-

- a) 21/01349/FUL – This is the retrospective application for the creation of a hard stone covered surface at the Recreation Ground to provide Car Parking - on Match Days. The Clerk informed that a decision was scheduled by Planning for 7 February but this will be subject to the case officer's workload. However, the responses to consultation received from Sport England and the LCC Highways Dept had raised no objections, although the Highways Officer's response suggested that further compacting of the surface may be needed to avoid loose stones migrating on car tyre treads onto Sycamore Road and further afield.
- b) 21/01382/FUL – at 30 Sycamore Road. This application is for the erection of a new dwelling after the demolition of an existing garage and extension, with the creation of a new access. The property is adjacent to the access road onto, and its rear boundary faces, the Recreation Ground. Therefore, whilst the Parish Council has raised no material objections, the Council's response included a request for conditions to be specified to ensure the contractor's keep the Recreation Ground entrance clear and free of debris or plant and equipment, if a decision to permit is granted.
- c) 21/01386/FUL – This application is for the erection of a wooden building to provide facilities for a gym – No objections were raised.
- d) 21/01438/FUL – This application was for permission to create a dropped kerb at 934, Garstang Road, Myerscough. – No objections were raised.

9.22 Lengthsman Scheme Review

a) Cllr Bolton reported on the sub-committee's review of the Lengthsman's activities and on the committee's analysis and recommendations. Following their meeting held on Friday 21 January they were now preparing a draft proposal – a schedule for prioritising the various activities and proposals as to how the Lengthsman's schedule could be altered to make more effective and sensible use of the hours available. This will be forwarded to the Clerk and circulated for discussion. The Clerk will take the Lengthsman through the proposal and report back for further discussions as appropriate. Cllr Olivine stated that we need to have revised arrangements in place prior to the start of the Lengthsman's new contract on the 1st of April.

b) The Council next discussed Lengthsman's hourly rate. The Clerk informed that the Cloughton on Brock PC had made provision to increase the hourly rate to £16 (pounds) but he been asked to make it clear that this would not be formally put to the Lengthsman until Myerscough and Bilsborrow PC had been consulted. The Council briefly discussed this and resolved to increase the rate being offered to £16 (pounds) per hour.

10.22 The Queen's Platinum Jubilee Celebrations June 2 – 5

The Clerk reminded the members that a document had been distributed to them by email which contained proposals for the celebrations and how Parishes and communities may wish to engage. The Council was very receptive and discussions ensued on what had taken place in the Village on previous occasions. The Council decided by resolution to set aside £500 (pounds) to support an event. Cllrs will consult with family, friends, and neighbours to ascertain public enthusiasm and ideas.

11.22 Greater Garstang Partnership – progress update.

Cllr Turner, who is a member of the board of the partnership, was unable to attend this Parish Council meeting but had forwarded some information and feedback from the public consultation and this had been distributed to members by email (20 pages). The Clerk also reported that the Chairman of GGP group had informed him that all information is available on their GGP website.

12.22 Wyre Council Climate change initiatives – update.

Cllr Turner had forwarded to the Clerk an interesting document suggesting that electric car clubs should be formed - this had been distributed by email to members. There was a very brief discussion on this.

13.22 Highways, Footpaths, Waterways – updates.

a) The Clerk informed that the Highways improvements (i.e. the Toucan crossing) are unlikely to until LCC have new funding available.

b) The Clerk informed that he had written to the PROW officer with a request for an update on the situation at PROW 4. This had not been responded to and will be followed up again.

c) Cllr Pye asked about the potential for improvement to the Canal Towpath – the stretch between White Horse Lane and the College. The Chairman suggested that the situation is one of 'wait and see what happens as we emerge post covid'.

14.22 Bilsborrow Recreation Ground

The Council briefly discussed the lease agreement and the issues relating to the potential breaches of the agreement with the Landlord (Wyre Council). Some members felt that there is little to be concerned about. The Clerk reminded the Council that once the Planning Application for the Car Park is processed (and permitted) then further discussions with Wyre Council's Estates officers will be arranged to discuss and negotiate any essential amendments to the lease agreement. The objective from the Parish Council's position will, however, be to seek to avoid any changes.

15.22 Bilsborrow Sewer Flooding Alleviation Project (the car park)

CLlr Collinson (a member of the St. John's school trustees) provided a brief update on the progress of the Car Park Planning Application, including reference to a site visit by Mr D Thow, Wyre's Head of Planning and Development, together with Wyre Council's Economic Development Manager. CLlr Collinson advised that a key issue remains the capacity of the carpark and the justification for the proposed capacity, and the apparent lack of support for the project from LCC's Education dept. CLlr Collinson added that it had been suggested that the proposed Plan for a Multi-Use Games Area (MUGA) could be integrated into the Car Park proposal as it might add weight to the application. However, the Planning Agent had responded to this suggestion with a request for detailed information on the MUGA that will be needed to submit the application. CLlr Olivine informed that she had had first-hand involvement in the planning of a MUGA and based on this experience to stated that to prepare all of the information for the application would take at least 12 months. It was therefore simply unrealistic to think this could be integrated with the Car Park application. CLlr Collinson indicated his agreement with this and said he would notify the Planning Agent accordingly.

16.22 Proposed MULTI – USE GAMES area at Bilsborrow School

This item was discussed and dealt with at **minute item 15.22** above.

17.22 Garstang Christmas Lights Fund

The Clerk reported that the Council had received a letter of thanks from the secretary of Garstang Christmas Lights Committee for S137 donation of £100 to the fund.

18.22 Risk Assessment 2022

The Clerk reminded the Council that an updated risk assessment will be required for internal audit. CLlr Olivine informed that CLlr Sutcliffe held the brief on behalf of the Council. CLlr Sutcliffe confirmed this and will refresh the assessment prior to the year end.

19.22 Review of Effectiveness of Internal Audit

The Clerk asked the members if they considered the current audit arrangements effective. The members indicated their total satisfaction with arrangements.

20.22 Other Items For information

- a) Cllr Olivine provided a debrief on the LALC meeting held on Wednesday 26th of January. Cllr Olivine informed that David Thow the Head of Wyre Planning will be retiring in July and is being replaced by Steve Smith who is progressively transitioning into the role.
- b) Cllr Olivine further informed that Chief Superintendent Karen Edwards, the new Divisional Police Commander for the West Division, and Temporary Chief Inspector Kara Leadbetter the lead officer for this area, had attended the meeting and given an informative presentation and answered a range of questions. Of particular interest was their wish to see the public using ‘eyes and ears’ and reporting in using the 101 line and internet communications. A suggestion that a mobile police station be used and located in the Garstang Central area on a regular basis will be looked into and this will provide residents with a walk-in place to speak directly with an officer on any issues and concerns.
- c) Cllr Olivine explained that Wyre’s representative at the meeting had provided information about the grant fund that will be available for businesses suffering further problems from the pandemic and the household support grants for people in serious difficulties.
- d) Cllr Olivine informed that a New Code of Conduct between the County and Towns and Parishes, agreed with LALC, will be published shortly.

21.22 Forthcoming meeting

Next Council Meeting – Thursday 24^h March 2022

CHAIRMAN:

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Distribution:

Members of the Council,
Cllr E Webster
Myerscough College Webmaster,
Mr J Cliff Sharp, Honorary Auditor,
Revd Garry Whittaker, Vicar, Fellside Team