

MINUTES of the Parish Council Meeting held on Wednesday 23 November 2022 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Moore (chair), O'Keefe, Roughneen, Turner, Halliwell and Clerk Sandra Jones.

104/22

TO RECEIVE APOLOGIES

Apologies were received from Cllr Atty and Borough Cllr Pope.

105/22

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Moore declared an interest in the Appleton Fields item and the planning applications relating to 2 White Cottages and 12 Cobbs Brow Lane. Cllr O'Keefe declared an interest in the Eden planning application item.

106/22

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26 OCTOBER 2022

It was resolved that the minutes of the Parish Council meeting held on 26 October 2022 should be approved and signed by the Chair.

107/22

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was not adjourned for public discussion as no members of the public were present.

108/22

PLANNING

a) Applications to be considered:

Cllr Moore left the meeting at this point and Cllr Roughneen took the Chair.

2022/0961/FUL - Installation of PV Panels to South facing roof, and West facing roof at 12 Cobbs Brow Lane, Newburgh – No comment.

2022/0989/FUL - Demolish 2 rear 20th Century single storey extensions and porch and replace with single storey extension and internal alterations. Demolish current detached garage and sheds and replace with a single detached garage at 2 White Cottages, Back Lane, Newburgh - No comment.

Cllr Moore returned to the meeting at this point and resumed as Chair.

Application No: 2022/0994/FUL - Proposal: Variation of condition Nos 2 and 3 of planning permission 2021/0225/FUL in relation to change of overall dimensions and materials at 66 New Acres, Newburgh – No comment.

b) To receive an update on the planning applications relating to Eden Tearoom and Galleries and agree any actions.

There was nothing to report on this occasion.

c) LCC/2022/0014 - County Matter - Amendment of Condition 6 of planning permission 8/10/0241 to allow approval of amended restoration contours together with the submission of a restoration and aftercare scheme to comply with conditions 29 and 31 of planning permission 8/10/0241 at Round O Quarry, Cobbs Brow Lane, Newburgh

It was confirmed that the Parish Council had submitted a further freedom of information request to the Environment Agency following the last Parish Council meeting and their response was still outstanding. Following discussion, it was resolved that the Parish Council would wait for the response from the Environment Agency before submitting any further comments. It is thought that the application may be considered at the Lancashire County Council Development Committee meeting on 7 December and the Parish Council will consider sending a representative to speak at the meeting.

WORKPLAN**a) To consider the co-option of Celia Pennington onto the Parish Council and agree any actions**

Celia Pennington had attended a previous Parish Council meeting after expressing interest in joining the Parish Council and had met with a couple of the Parish Councillors to learn more about the role. A written expression of interest had since been submitted to confirm her interest in joining the Parish Council. Following discussion, it was resolved to co-opt Celia Pennington as a Parish Councillor. The Clerk was asked to make the necessary arrangements prior to the December Parish Council meeting.

b) To receive a verbal update regarding village road issues including the recent “Making our Roads Safer” webinar and agree any actions.

The Clerk and Cllr Roughneen had both attended the webinar and although the issues discussed were interesting, none were really relevant for Newburgh. Efforts are being made to find the most appropriate places for small stickers and a banner promoting slower speeds. It was resolved to look into placing the banner underneath the Parish Council noticeboard opposite the Post Office and to ask residents to volunteer to place a sticker on their waste bins.

Confirmation had been received from the contractor responsible for maintaining the speed indication device (SPID) that the battery was no longer charging properly. The Clerk was asked to find out how long the battery was lasting as it might not be worth moving around the village if the battery only lasted a few days. It was resolved to consider the possible purchase of a new SPID as part of the budget setting process, which will be taking place over the next couple of months.

c) To receive an update on play area issues and agree any actions.

It was confirmed that the work on the matting to the entrance of the play area had been completed, but the work to replace the grip on the slide was still outstanding. This issue will be chased up with the contractor.

d) To review the current state of areas in the village pending consideration of entering the Lancashire Best Kept Village competition in 2023 and agree any actions.

A review of village assets has been completed and a list of required works has been proposed. The cost of employing a contractor to carry out some of the work plus the cost of any materials will be considered at budget setting time. Funding will be provided from current reserves where possible. A timetable will be drawn up once the budget for the next financial year has been agreed. A decision to enter the competition will be made in March.

e) To discuss and arrange a date for the next meeting of the Work Plan Priming Group with a view to drafting a list of suggestions for the Parish work plan for 2023.

Councillors Moore, Roughneen, O’Keefe, Turner and Halliwell will form the Work Plan Priming Group who will meet to consider the priorities for next year and propose a list of suggestions for the Parish Work Plan for 2023. It was resolved that the working group would meet on 12 December to start the process.

f) To agree proposed dates for Parish Council meetings in 2023 and agree any necessary actions.

The Clerk confirmed that she had sent the list of proposed meeting dates to the school and there did not appear to be any problems. The proposals were based on the usual schedule of the fourth Wednesday in every month apart from August (summer break) and December (due to Christmas). However, as Cllr Moore is unavailable for the proposed dates in March and May it was resolved to bring forward both of these dates by a week. The March Parish Council meeting will now take place on 15 March 2023 and the May Parish Council (AGM) meeting will now take place on 17 May 2023. The Clerk was asked to let the school know about the amendments.

g) To receive an update on Christmas arrangements, including the Carol service and agree any actions.

Cllr Turner confirmed that progress had been made in finalising the arrangements for the service on 8 December. Rev David Burrows will lead the service and the School, Church, Parish Council and the Beavers will provide representatives to carry out the readings. The Parish Council will purchase the refreshments (mulled wine, orange juice and mince pies) which will be provided free of charge to anyone attending the service. Members of the School will lay out the refreshments and volunteers from the Church and Parish Council will serve them on the night. The start time has been confirmed as 6.30pm and the Clerk was asked to confirm the details to Skelmersdale Prize Band and ask when they will be arriving to ensure someone is available to give access to the school hall. The Clerk will also confirm the carols which will be sung at the service. It is hoped that the Christmas tree on the green will be put up before the end of the month.

110/22

TO RECEIVE AN UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS.

Minutes of the last public meeting had previously been circulated to Councillors. Plans are being discussed to possibly combine the Trustee meetings with the Residents' meetings, Excellent reports have already been received from visitors to the site when they walk through the field and woodland. Whips have been planted and used to reinforce boundaries as habitat for birds and bees. The Association has been successful in applying for a £300 grant from County Cllr Rob Bailey. It is hoped that confirmation will soon be received regarding the total raised during the charity week in September held at the Red Lion. The latest Trustee meeting discussed the lease agreement and a masterplan for the site is being drafted to include the future of the wood and meadow. The volunteer days on the last Saturday of every month continue and are well attended.

Cllr Moore left the room at this point and Cllr Roughneen took the Chair.

The main point of discussion was the lease agreement between the Parish Council and the Trustees of Appleton Fields Association. Negotiations on the clauses of the lease have been taking place between the two parties for the last couple of months and had reached the stage where all relevant documents had been sent to the Solicitor employed to finalise the lease process. Some issues still remained but it was hoped that the Solicitor could assist in these areas. It was agreed that there was nothing to decide on at this point, pending a response from the Solicitor. Cllr Moore returned to the meeting at this point and resumed as Chair,

111/22

TO CONFIRM PHIL ATTY AS THE NEWBURGH REPRESENTATIVE FOR THE PETER LATHOM CHARITY.

It was confirmed that Cllr Phil Atty had volunteered to be the Newburgh representative for the Peter Lathom Charity, who distribute grants to various organisations in the area. Funds are waiting to be distributed and Cllr Atty has asked the Parish Council to propose any organisations who may meet the criteria, which relates to children and education.

112/22

TO CONSIDER A RESPONSE TO THE LANCASHIRE COUNTY COUNCIL PUBLIC REALM AGREEMENTS SURVEY AND AGREE ANY ACTIONS.

Following discussion, it was resolved to respond to the survey to confirm that generally the arrangements with the West Lancashire Borough Council Clean & Green service work better than the current arrangements for the services (tree cutting, hedge maintenance) Lancashire County Council are responsible for. This is largely due to the Borough Council having a timetable in place, so the Parish Council has a much better idea of when any works are likely to be carried out. The Parish Council also meets once a year with members of the team to find out the timetable for the year and raise any areas of concern. In comparison, Lancashire County Council does not appear to have a timetable of works in place, relying on a demand led approach. This causes problems as areas which require definite annual maintenance such as the school hedge on Back Lane and vegetation on Ash Brow and Course Lane get in a worse state while waiting for the work to be carried out. The Clerk was asked to respond to the survey using these examples and to request that these areas are included on an annual schedule which should help the department to arrange its workload more efficiently.

113/22

FINANCE

a) To agree Accounts for Payment for November 2022 (schedule attached), including the recent national pay award in relation to the Clerk's salary.

It was resolved to approve the Accounts for payment for November 2022, including the national pay award in relation to the Clerk's salary. Payments will be electronic wherever possible.

b) To receive an update on the results of the mid-year Internal Check of the Parish Council accounts and agree any actions as appropriate.

It was confirmed that Cllr Turner had undertaken a mid-year check of the Parish Council accounts documentation with the Clerk. No areas of concern were found.

114/22

TO NOTE THE CLERKS REPORT (INFORMATION ONLY)

The Clerk's report was noted.

115/22

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 7 December 2022 at 7pm.

The meeting ended at 8.15pm

Schedule of Accounts for Payment – November 2022

Ref No	Payee	Amount
N/A	1&1 - website charges	£ 11.99 Direct Debit
N/A	Nest Pension Scheme	£ 66.08 Direct Debit
241122	HMRC – NI payment	£ 33.40
241122	Mrs S Jones – November salary and expenses	£ 984.95
241122	Mr J Horrobin – play area maintenance	<u>£ 24.00</u>
	TOTAL	<u>£ 1,120.42</u>