

MINUTES of the Parish Council Meeting held on Wednesday 25 October 2023 at Newburgh School, Back Lane commencing at 7pm.

PRESENT: Cllrs Roughneen (chair), O'Keefe, Halliwell, Turner, Atty and Clerk Sandra Jones. County Cllr Bailey, Borough Cllr Jukes and three members of the public also attended.

095/23

TO RECEIVE APOLOGIES

Apologies were received from Cllr Pennington and Borough Cllr Whittington.

096/23

COUNCILLORS TO DECLARE AN INTEREST IN ISSUES FOR DISCUSSION

Cllr Atty declared an interest in the Appleton Fields item.

097/23

TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20 SEPTEMBER 2023

It was resolved that the minutes of the Parish Council meeting held on 20 September 2023 should be approved and signed by the Chair.

098/23

ISSUES RAISED BY MEMBERS OF THE PUBLIC

The meeting was adjourned for public discussion.

County Cllr Bailey confirmed that he was now also a Newburgh Borough Councillor representative in addition to being the County Councillor representative, following the May elections. He also confirmed that the Lancashire County Council Love Clean Streets app had been updated to allow rights of way issues to be reported and it appeared to be working well. He also confirmed that the review of gulley cleansing is nearly complete, which will result in some gullies being cleared more than once a year. Blocked gullies can also be reported via the Love Clean Streets app,

Further news from the County Council concerned the Lancashire Devolution County deal, which if approved, would see more powers from central government given to a newly created Combined County Authority allowing it to tackle key local priorities. The deal would not require a change to the established democratic structures across the county or the need for an elected Mayor.

Borough Cllr Jukes highlighted the issue of the current Round O planning application, currently under consideration at Lancashire County Council. She felt it was important that the report from the Environment Agency should be received and taken into account before a final report is prepared for members of the Development Control Committee, who will be taking the decision. Borough Cllr Jukes confirmed that she is likely to be speaking at the meeting when the application is on the agenda. Both Councillors then spoke about the main areas of the concern regarding the application, which was the overfilling of the site and its potential impact on the village including flooding and whether any of the samples recently taken from the site would consist of contaminated materials.

Borough Cllr Jukes also raised the issue of the Lancashire County Council Cycling/Walking plan and whether local land owners had been involved in the consultation to date as some of the routes would go across private land. In addition, there was the question of whether there was money available to make the proposed routes walking and cycle friendly all year round.

County Cllr Bailey confirmed that he holds monthly advice surgeries at Parbold Library on the first Saturday of the month and both Borough Cllrs Jukes and Whittington also attend. The Parish Council was asked to publicise the advice surgeries to Newburgh residents.

The meeting was reconvened.

099/23

PLANNING

a) Applications to be considered:

2023/0814/FUL – change of use of garden to dog grooming business at 6 Clovelly Drive, Newburgh – No comment.

2023/0907/FUL – variation of condition 2 of planning permission 2022/0335/FUL relating to approved plans at Croft Cottage, Tabby's Nook, Newburgh – No comment

b) To consider a response to planning application LCC/2022/0014 Round O Quarry, following information received from the Environment Agency since last Parish Council meeting and agree any actions.

It was confirmed that there had been no progress since the last Parish Council meeting, however, it was thought unlikely that the application would be considered by the Development Control Committee at Lancashire County Council in November. There had been no feedback or reports received from the Environment Agency since a promise had been made to visit the site in recent months. It was resolved that quotes would be obtained for the cost to test samples taken recently at the site.

c) To consider a response in relation to the planning exemption certificate submitted to CAMpRA Rally Group for up to five motorhomes to stay on site at Forest View Nurseries, Back Lane for one or two nights.

Concerns had been raised regarding a planning exemption certificate which had been submitted for Forest View Nurseries on Back Lane. The planning exemption certificate would allow for up to five motorhomes to stay a maximum of one or two nights, with no camping or tents allowed. Councillors raised concerns regarding accessibility to the site via Back Lane in both directions, given the blind bends, narrow road, lack of footpaths in places and additional vehicles to be dealt with at school opening and closing times. Enquiries made with West Lancashire Borough Council Planning department had revealed that it had no concerns, once adequate arrangements were made not to affect the amenity of the rental bungalow on site. Lancashire County Council Highways had confirmed that they had not been consulted and they were not planning to respond with a comment or raise any concerns. Following discussion, it was resolved that a response would be sent to CAMpRA Rally Group highlighting the concerns around accessibility on Back Lane.

100/23

WORKPLAN

a) To receive a verbal update regarding village road issues and agree any actions.

The new speed device was set up from the beginning of October on Course Lane and Councillors had been presented with the road traffic data prior to the start of the Parish Council meeting. The speed device will be moved around the village on a monthly basis and monthly data will be sent to the Clerk to be circulated to Councillors in future months. It is hoped that the data will help to strengthen the case for a new replacement school crossing person and road safety measures in the village.

b) To receive a verbal update on flooding issues in the village and agree any actions required

It was noted that there had been flooding on Tabby's Nook and Back Lane, although there had been improvements on the main road following work carried out by Lancashire County Council Highways department. Photos of the flooding on Tabby's Nook and Back Lane had been reported via the Love Clean Streets app but there had been no updates since. A response is also still awaited from Lancashire County Council with regards to organising a meeting with the relevant officers to discuss the work carried out to date and any plans for the future. It was resolved that the Clerk would contact the relevant officers to chase up a date for the meeting to take place in the next few weeks, as Councillors felt it was important to get an update with more flooding possible during the winter.

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

It was confirmed that a meeting of the village Play Area Committee had taken place and discussed the issues highlighted in the Annual Play Area inspection report from ROSPA. Yates Playgrounds had been contacted to visit the play area and inspect the equipment where issues had been raised, but there had been no response to date. Although the issues raised were not classed as serious, Councillors were keen for the further inspection to take place as soon as possible. It was resolved to chase up Yates Playgrounds to inspect the play area and provide quotes for the equipment found to be in need of repair. In the meantime, weekly visual inspections of the Play Area will continue.

d) To consider arrangements for Remembrance Sunday on 12 November and agree any actions including the donation for the Royal British Legion wreath (£137 expenditure).

The Clerk confirmed that a wreath had been ordered from the Royal British Legion, but Councillors needed to agree the donation. The cost of the wreath was £20 and it was resolved to donate £50 to the Royal British Legion Poppy Appeal (£137 expenditure). It was confirmed that the Chair of the Parish Council, Cllr Roughneen, would attend the service at Christ Church Newburgh and present the wreath on behalf of the Parish Council.

e) To consider Christmas arrangements for 2023, including the Village Carol service and agree any necessary actions.

It was resolved to contribute towards the cost of the Christmas Carol Sing a Long event being held at the Red Lion on 17 December at 1pm, instead of holding a service on the school playground as in previous years. It was resolved that the Parish Council would pay for the cost of Skelmersdale Prize Band (£150) and would reimburse the school for the cost of printing a flyer and carol sheets.

Cllr Atty left the meeting at this point.

101/23

TO CONSIDER A VERBAL UPDATE ON APPLETON FIELDS AND AGREE ANY ACTIONS

Cllr Roughneen confirmed that he had attended the last Trustee meeting and was impressed with how everything seemed to be running. Volunteer days are still being held once a month.

Cllr Atty returned to the meeting at this point,

102/23

TO CONSIDER A REVIEW OF THE PARISH COUNCIL FACEBOOK PAGE AND AGREE ANY ACTIONS.

It was confirmed that the administration of the Parish Council Facebook page had been considered following the retirement of Chris Moore, who had been the main administrator of the site. None of the Councillors felt able to take on the task, so discussions had been held with the administrators of the village community Facebook page who had confirmed that they were happy to post the Parish Council news on their site. Councillors expressed thanks to the administrators and it was resolved that residents would be informed of the change in the December newsletter and also via the Parish Council Facebook page. News will continue to be posted until the end of the year on the Parish Council Facebook page.

103/23

TO CONSIDER THE ISSUE OF A SCHOOL CROSSING PERSON IN NEWBURGH AND AGREE ANY ACTIONS.

It was confirmed that Lancashire County Council Highways department had responded to the Parish Council regarding an enquiry asking if there were any plans for a school crossing person in Newburgh. The current decision is that there will not be a replacement as two assessments had recently been carried out in the village and the criteria had not been met. Following discussion, it was resolved that the Clerk would respond to note the Parish Council's disappointment at the decision and to request a meeting with the relevant officers in order to point out the major concerns around resident safety in having to cross the busy A5209 road without support.

104/23

TO CONSIDER A RESPONSE TO THE PROPOSALS FOR A NEWBURGH CYCLE/WALKING ROUTE INCLUDED IN THE LANCASHIRE COUNTY COUNCIL LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN AND AGREE ANY ACTIONS

It was resolved that a response would be sent highlighting various concerns about the proposed route, namely the current state of some of the public rights of way not allowing year round access, regular flooding on Back Lane and Tabby's Nook, speeding traffic on Cobbs Brow Lane, directing cyclists and walkers down the wrong way on Tabby's Nook into oncoming traffic, proposed use of private land and whether the proposed route will be improved to make it appropriate for year round use which would be very costly.

105/23

TO CONSIDER A RESPONSE TO WEST LANCASHIRE BOROUGH COUNCIL CONSULTATION REGARDING PROJECTS TO BENEFIT FROM COMMUNITY INFRASTRUCTURE LEVY MONIES FOR THE NEXT TWO YEARS

It was resolved not to respond to the consultation as none of the proposed projects had an impact on Newburgh.

106/23

TO CONSIDER A REVIEW OF THE PARISH COUNCIL WEBSITE INCLUDING THE ACCESSIBILITY STATEMENT AND AGREE ANY ACTIONS

The Clerk informed the meeting that there had been no progress with regard to making the photo gallery on the website fully accessible due to the cost involved, however, a recent accessibility check of the website revealed that it was 98% compliant. It was resolved to update the Accessibility Statement to note the latest check and the ongoing efforts to make the website fully compliant within budget constraints. Discussions were also held regarding the maintenance of the website as the Clerk is now the only administrator following the retirement of Chris Moore. None of the Councillors had website experience and felt unable to take on the task, especially as the Clerk was only to do minor amendments and any large changes to the website would have to be done by a contractor or website company. Following discussion, it was resolved that the Clerk would obtain quotes for a new website, which is not Wordpress based, and circulate the quotes to Councillors so a decision can be considered at the November meeting. It was also noted that as part of the process, the quotes should include the cost for a gov.uk domain address and all Councillors to have a Parish Council email account which would be linked to the new domain. The Clerk explained that central Government has advised that all Parish and Town Councils should have a gov.uk domain address going forward, so it would make sense to include this as part of the website review now.

107/23

FINANCE

a) To agree Accounts for Payment for October 2023, schedules attached.

It was resolved to approve the Accounts for payment for October 2023, payments will be electronic wherever possible.

b) To consider submitting a grant application to the Lancashire County Council Parish Champion and agree any actions.

It was resolved to submit a grant application to the Parish Champion for the cost of decorating the Christmas tree on the green (£330 nett).

108/23

TO NOTE THE CLERK'S REPORT (INFORMATION ONLY)

The Clerk's report was noted.

109/23

COUNCILLORS TO RAISE ISSUES FOR DISCUSSION ONLY (10 MINUTES TOTAL TIME)

Cllr Atty asked if an item on village footpaths could be put on the November agenda for discussion.

Councillors were pleased to see that the report from the Best Kept Village judges was largely very positive, with only minor things identified, which had prevented the village from finishing in a higher position.

There will be an update to the bus service in Newburgh from the end of November with the new bus timetable publicised to residents via the December newsletter and an updated link on the website

110/23

DATE AND TIME OF NEXT MEETING

The next Parish Council meeting will be held on 22 November 2023 at 7pm.

The meeting ended at 8.40pm.

Schedule of Accounts for Payment – October 2023

Ref No	Payee	Amount
n/a	1&1 - website charges	£ 11.99 Direct Debit
n/a	Nest Pension Scheme	£ 57.03 Direct Debit
261023	HMRC – NI payment	£ 7.84
261023	Mrs S Jones – October salary and expenses	£ 844.05
261023	Newburgh School – room hire to September 2023	£ 51.75
261023	Yates Playgrounds Ltd – SPID fees July 23 to September 2023	£ 561.60
261023	CPRE – Annual membership	<u>£ 36.00</u>
		£ 1,570.26
	Plus Royal British Legion Poppy Appeal – donation	£ 50.00 see 100/23 d)
	TOTAL	<u>£ 1,620.26</u>