

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 20th July 2021 in the Village Hall Warton.

PRESENT: Councillors K Briggs (Chairman), D Clough, A Hilling, W Muckle and F Senior and County Councillor Mrs P Williamson.

IN ATTENDANCE: Mr J W Ball – Clerk to Warton Parish Council.

APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Councillors Mrs Cody, Peacock, and Mrs Simmonds and District Councillor Duggan.

DECLARATIONS OF INTEREST: No declarations of interest were made by members in relation to items covered by this agenda.

21.109. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on 23rd June 2021 having been previously circulated be accepted as a true and accurate record of proceedings at the meeting and be signed as such by the chairman.

21.110. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA: The clerk reported that;

- i. £1760 had been paid to Hicks Ironcraft covering 40% of the Weir playground fencing costs. Installation of the fencing was in progress.
- ii. Lancaster City Council workers had continued grass cutting on parish council grassed areas.
- iii. The repayment of £132.00 owed to the parish council by aql limited was still outstanding.
- iv. The Lune Valley Rural Housing Association had advised that councillors wishing to be considered for vacant board member places should apply to the association.
- v. The parish council had been invited to take part in the Lancashire County Council Local Delivery Scheme for a further year.
- vi. Zurich Municipal had requested an update covering the installation of fencing around the younger children's play area and the removal of the cattle grid and for members views on the possibility of the playground designer being held partly responsible for the pending injury claim against the parish council. Members agreed that they did not wish the designer to be held liable for the accident.
- viii. Other items had been reported to members as required.

The clerk was thanked for his report.

THE CHAIRMAN ADJOURNED THE MEETING FOR A PERIOD OF PUBLIC PARTICIPATION:

The chairman reported that he had received complaints from members of the public concerning the delayed provision of the community gardens on the site of the demolished barn in Back Lane. The clerk was instructed to seek an update on the position from those responsible.

No other items were raised.

THE CHAIRMAN RECONVENED THE MEETING

21.111. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson reported that the joint submission of a City of Culture proposal costing £24M involving Lancashire County Council and the cities and towns in the county will not now go ahead, with Blackpool, Blackburn and Preston only continuing with their interest in the project. Lancashire County Council had agreed to cover the costs incurred to date of the preparation of the proposal and to the transfer of intellectual property licences held as part of that proposal to the remaining three city and towns but would take no further part.

County Councillor Mrs Williamson was thanked for her report and continued support.

21.112. REPORT FROM DISTRICT COUNCILLOR A DUGGAN: District Councillor Duggan was unable to attend the meeting because of a prior engagement but reported that the outline planning application covering the construction of 12 dwellings in Sand Lane, Warton would shortly be for consideration by the planning committee. He expressed his concerns on the drainage issues on the site and requested views from members for his submission to the planning committee. Members agreed that drainage proposals needed careful consideration and would welcome District Councillor Duggan's submission to the planning committee.

District Councillor Duggan was thanked for his continued support.

21.113. STANDING ORDER 25: a) Members noted that no action had been taken since the last meeting under the provision of Standing Order 25.

21.114. PLANNING MATTERS: a) Details of the following planning application had been forwarded to members for their consideration and comments.

21/0120/TCA-1xElder – Fell, 1 x Hawthorn – fell 1 x Damson, fell 1 x Verigated Privet – fell for Mr John Gilbert 123 Main Street, Warton – No objections raised.

b) Members noted that current status of planning applications reviewed by members at previous meetings as follows:

19/00020/FUL – Reviewed 5th March 2019 meeting – Awaiting decision
 20/00358/OUT – Reviewed by Members 2nd June 2020 – Awaiting decision
 20/0937/VLA – Reviewed by Members 17th September 2020 – Awaiting decision
 LRC/AW/W13196 – Reviewed 1st December 2020 meeting – Awaiting decision
 20/01349/FUL – Reviewed 5th January 2021 meeting – Awaiting decision
 20/00358/OUT – Reviewed 2nd March 2021 Meeting – Awaiting decision
 21/00181/CCC – Reviewed 2nd March 2021 Meeting – Awaiting decision
 21/00442/FUL – Reviewed 4th May 2021 Meeting – Awaiting decision
 21/00617/FUL – Reviewed 23rd June 2021 Meeting – Awaiting decision

21.115.FINANCE: Members noted the financial summary for June 2021

Opening Balances – All Accounts	Current Account	42272.97
	Village Improvement Account	12460.04
	Investment Account	8058.47
	Playground Account	4527.17

	E & R Wilson Fund	<u>247.50</u>	<u>67566.15</u>
Opening Balance – Current Account			42272.97
Receipts			
22.06.21	Lancaster City Council – Public Toilets Contribution		<u>2673.86</u>
			44946.83
Payments			
05.06.21	Npower – Toilet Electricity	27.99	
06.06.21	J W Ball – Salary	385.17	
07.06.21	Hicks Ironcraft – Playground Railings	1760.00	
23.06.21	Community Heartbeat Trust – Defibrillator Battery	223.20	
23.06.21	T Oliver – Toilet Work June	<u>135.00</u>	<u>2531.36</u>
	Closing Balance – Current Account		42415.47
	Closing - Balance – All Accounts		
	Current Account	42415.47	
	Village Improv Acc	12460.04	
	Investment Account	8058.47	
	Playground Account	4527.17	
	E & R Wilson Fund	<u>247.50</u>	<u>67708.65</u>

b) Members authorised payments and agreed that cheques be signed covering the following payments:

P Doey – Parish Lengthsman - £817.95 – 2140
Tom Oliver – Toilet Work July - £152.50 – 2141
Gary Marsh – Internal Audit Fee - £100.00 – 2142
Thomas Graham Ltd – Toilet Consumables and PPE - £209.57 – 2143
Warton Church Hall – Covid19 Grant - £200.00 – 2144
Warton Crag WI – Covid19 Grant - £200.00 – 2145
Crag Reading Group – Covid19 Grant - £200.00 – 2146
Warton Tuesday Badminton Group – Covid19 Grant - £200.00 – 2147
Warton Bowling Club – Covid19 Grant £200.00 – 2148
Warton Music Festival – Covid19 Grant - £400.00 – 2149
1st Warton Scout Group – Covid19 Grant - £200.00 – 2150
Salvation Army – Covid19 Grant - £200.00 – 2151
Millhead Bowling Club – Covid19 Grant - £200.00 – 2152
Millhead Village Hall – Covid19 Grant - £200.00 – 2153
Millhead Football Club – Covid19 Grant - £200.00 – 2154

c) Review of 2020/2021 Annual Governance and Accountability Return (AGAR)

The clerk reported that preparation of the AGAR had been completed. Page 3 of the return – Internal Audit Report 2020/2021 had been completed after Gary Marsh’s audit of the accounting statements and signed by him. Members discussed the areas covered by the report and agreed it as true and accurate.

Section 2 – Accounting Statements 2020/2021 was presented by the clerk and discussed with members prior to engagement and signature by the chairman. Members noted the explanations for variances above 15% between the sections of the 2020 and 2021 statements and agreed they were an accurate record. Members considered the areas covered by the Annual Governance Statement 2020/21 and agreed the statements be signed by the chairman. Members agreed that the information provided in the Return satisfied the Smaller Authorities Audit Requirements with the exception that the mandatory notice of the mandatory start date of the period for the exercise of public rights would be delayed until 21st July 2021. The 30 working day period would run from that date. Members instructed the clerk to forward the Return of PKF Littlejohn for external audit.

d) Review of 2021/2022 Budget Estimates

The clerk issued copies of the amended budget to members for their consideration and agreements. It had been necessary to amend allocations to some budget headings, agreed at the 23rd June meeting of the parish council because of additional expenditure allocated to Covid19 grants, speed unit installation and Christmas illuminations and additional income for the Local Delivery Scheme. Members agreed the amended budget estimates.

21.116. ALLOCATION OF DONATIONS TO VILLAGE ORGANISATIONS: Members considered the list of village organisations allocated a Covid19 donation at the 23rd June 2021 meeting of the parish council. Agreed that the allocation of £400 to the Warton Music Festival be transferred to Warton Village Hall the sponsors of the music festival known as the Big Back Together Bash (BBTB). Members discussed the allocations made to Millhead Village Hall Bowling Club and Football Club at the 23rd June meeting of the parish council and agreed that the allocation of £200.00 to the Bowling Club and Football Club be confirmed but the funding allocated to the Village Hall be increased to £1500. The increased funding to be used for the provision and fitting of replacement cubicles for the ladies toilets and the purchase of 8 replacement tables. Members agreed that the provision of a wild flower meadow and village flower displays be deferred until the next financial year.

21.117. WARTON MIRES PROJECT: The clerk reported that no further information was available to that report at the 23rd June 2021 parish council meeting.

21.118. PURCHASE OF EVOLIS RADAR SPEED SIGN: The clerk reported that the report from Mr Cox of Lancashire County Council was still awaited. He had been informed by Mr Fletcher of Silverdale Parish Council that a quotation from Lancashire County Council for the supply and erection of 6 posts in the village would be £3,000 with a quotation from a local contractor of £4,000. Members agreed that it was likely that for the 4 posts required by Warton Parish Council a quotation of £2,000 could be assumed.

21.119. QUEEN'S PLATINUM JUBILEE BEACON CELEBRATION: Members agreed that the clerk register parish council interest in taking part in the celebration, subject to no technical difficulties.

21.120. ITEMS OF INFORMATION FROM MEMBERS: i) No items of information were reported by members.

21.121. DATE AND TIME OF NEXT MEETING: There being no further business the chairman thanked members and County Councillor Mrs Williamson for their attendance and participation and closed the meeting at 8.45pm. The next meeting of the parish council was arranged for 7.30pm on Tuesday 7th September 2021 in the Village Hall, Warton.

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Chairman _____ Date _____

Minutes subject to agreement at the 7th September 2021 meeting of the Warton Parish Council.