

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 2nd May 2023 in the Village Hall Warton.

PRESENT: Councillors K Briggs, D Clough, W Muckle, C Peacock, F Senior and Mrs L Simmonds.

IN ATTENDANCE: Mr J W Ball – Clerk to Warton Parish Council and District Councillor Mrs S Tyldesley and 2 Members of the public.

APOLOGIES FOR ABSENCE: Apologies for absence were received and accepted from Councillors Mrs J Cody.

DECLARATIONS OF INTEREST: There were no declarations of interest in relation to items covered by the agenda.

23.080. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on the 4th April 2023 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.

23.081. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA: The clerk reported that: i. Details had been received concerning the Community Celebrations Pop Up Fund.
ii. Discussions with the owner of the Old School Brewery and Kanteena concerning excavation work and noise problems were ongoing with an agreement to limit the excavation work to no more than 2 ½ mm wide to allow brambles to grow back on the adjacent land.

Other items had been reported to members as received.

The clerk was thanked for his report.

THE CHAIRMAN ADJOURNED THE MEETING FOR A PERIOD OF PUBLIC PARTICIPATION

Matters were raised by members of the public as follows:

1. Concerns were raised by residents of Borwick Close and Well Lane concerning future grass cutting of the parcels of land in those roads. In the absence of a cutting programme by Lancaster City Council over the previous two years the work had been carried out on a volunteer basis by residents in an effort to maintain a neat and tidy space often used by children as a recreation area. The residents were no longer able to maintain the grassed area and had been informed by Lancaster City Council that the parcels of land in Borwick Close and Well Lane had been designated as part of the City Council Grassland Management Strategy and as such would not be cut. Residents expressed their concern and requested that the parish council provide help and advice in solving the problem. Members discussed the request for help but agreed at the present time the parish council could not take over responsibility for cutting the grass on the Borwick Close/ Well Lane verges and the clerk was instructed to discuss the situation with Steve Shaw, Public Realm Supervisor, Lancaster City Council.

2. The clerk reported that he had received a complaint from a Mill Head resident concerning the excavation and installation of drainage pipes and storage tank on a site on Scotland Road adjacent to the River Keer. Neither the clerk nor when contacted, Lancaster City Council Planning Enforcement had been able to establish if planning authorisation had been

obtained prior to work on site being started. Lancaster City Council Planning Enforcement had agreed that an officer would visit the site as a matter of urgency. Members discussed the complaint and agreed to await the result of the site visit by Planning Enforcement Officer before taking further action.

3. The clerk reported that he had received a complaint from a resident of Warton concerning the builders rubble left in the path leading from Main Street to the Bowling Club. The rubble was considered to be a danger to pedestrians using the land particularly during the hours of darkness. The clerk was instructed to contact the owner of the property and request that the rubble be removed as a matter of urgency.

THE CHAIRMAN RECONVENED THE MEETING

23.082. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting and a report was not available.

County Councillor Mrs Williamson was thanked for her continued support.

23.083. REPORT FROM DISTRICT COUNCILLOR MRS S TYLDESLEY: District Councillor Mrs Tyldesley reported that the Roods residents had formed a Friends Group to raise funds for the provision of play equipment for the Roods Childrens Play Area. A coffee morning had been held and £300 raised as a result. The first meeting of the Friends Group would be held on 15th May 2023.

District Councillor Mrs Tyldesley was thanked for her report and her continued support.

23.084 STANDING ORDER 25: The clerk reported that no action under Standing Order 25 had been necessary since the last meeting of the parish council.

23.085. PLANNING MATTERS: a) Planning applications received for review since the last meeting of the parish council were considered as follows:

23/00421/FUL – Change of use of commercial unit (E) to provide additional floor space for an existing dwelling (C3), removal of shop front with installation of windows for Mrs Evelyn Anderson, 99-101 Main Street, Warton – No objection raised.

23/00487/FUL – Erection of a detached outbuilding to the rear for Mr Tom McCluskey, 10 Washington Drive, Warton – No objection raised.

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

22/0115/TCA – Reviewed 6th September 2022 Meeting – Awaiting Decision

22/00064/REF – Appeal against the refusal of Planning Application 19/00113/FUL

Reviewed March 2019 meeting – Awaiting Decision

23/00008/FUL – Reviewed 7th March 2023 Meeting – Application Permitted

23/00087/FUL – Reviewed 4th April 2023 Meeting – Awaiting Decision

23/00326/LB – Reviewed 4th April 2023 Meeting – Application Permitted

23/00165/FUL – Reviewed 4th April 2023 Meeting – Awaiting Decision

1360

23.086. FINANCE: a) Members noted the financial summary for April 2023 as follows:

Opening Balances – All Accounts

Current Account	24788.34
Village Improvement Account	12481.19
Investment Account	8058.47
Playground Account	4536.23
E & R Wilson Fund Account	<u>96.80</u> 49961.18

Opening Balance – Current Account 24788.34

Receipts

12.04.23 Lancaster City Council – Precept 21429.00
46217.34

Payments

04.04.23 Warton Village Hall – Room Rental 128.00
06.04.23 J W Ball – Salary 385.17
08.04.23 Npower – Toilet Electricity 27.97 541.14
45676.20

Closing Balance Current Account 45676.20

Closing Balances – All Accounts

Current Account	45676.20
Village Improvement Account	12481.19
Investment Account	8058.47
Playground Account	4536.23
E&R Wilson Fund Account	<u>96.80</u> 70848.89

b) Members authorised and signed cheques for the following payments:-

J W Ball – Reimbursement of aql Domain Registration - £132.00 – 2301

LALC – membership Fee - £459.95 – 2302

Zurich Municipal – Parish Council Insurance Charge - £1712.95 – 2303

Thomas Oliver – Toilet Work April - £175.00 – 2304

K Briggs – Presentation Reimbursement - £51.75 - 2305

c) Review of Internet Business Banking System

Councillor Mrs Simmonds agreed to liaise with Anne Nichols with a view to progressing the members email address issues.

d) Arrangements for Internal Audit of the 2022/2023 Account & Preparation of the 2022/2023 Annual Governance and Accountability Return (AGAR).

Members agreed that the Annual Governance and Accountability Return (AGAR) be reviewed at the 6th June 2023 meeting of the parish council.

23.087: LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS: No further developments since the last meeting of the parish council.

23.088. EVOLIS SPEED RECORDING EQUIPMENT: The clerk reported that no further progress had been made with the identification of a suitable Main Street site. Members considered the continued Main Street problem and agreed that we should go ahead with the purchase of two units and installation of 3 poles at an estimated cost of £8000. The clerk was instructed to arrange purchase and delivery of the units and to contact Lancashire County Council to request erection of 3 poles.

23.089. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS MEMBERSHIP: Members agreed that the parish council continue the membership of the Lancashire Association of Local Council for the 2023/2024 year at a cost of £459.95.

23.090. WARTON STOCK CAR COMPLAINTS: The clerk reported that he had not received a response from the Stock Car Club concerning the complaints from residents. Members instructed the clerk to contact the club once again and request their urgent consideration and response.

23.091. WARTON MIRES PROJECT: The clerk reported that he had not received any further information from Lancashire County Council concerning efforts to clear the blocked catch pit and drainage pipe. The next meeting of the Warton Mines Sub-Group was scheduled for Monday 5th June 2023 and it was hoped that an update on the catch pit and drainage pipe would be available.

23.092. BORWICK CLOSE AND WELL LANE GRASS CUTTING CONTRACT: Nothing further to add to that covered under public participation.

23.093. PARISH COUNCIL GRASS CUTTING CONTRACT: Members agreed that the grass cutting contract be for work required on the Little Weir, the Weir playground and grassed area and the Small Quarry. The clerk was instructed to request a quote for the work from Lancaster City Council, Public Realm.

23.094. PARISH COUNCIL 2023 ANNUAL GENERAL MEETING: Members discussed the items for inclusion in the annual general meeting agenda and confirmed that the meeting would be held prior to the scheduled monthly meeting of the parish council at 7.00pm on Tuesday 6th June 2023.

23.095. COMMEMORATION OF THE CORONATION OF KING CHARLES III: The clerk reported that payment had been made for the commemorative medals and the tables and chairs required for the celebration gathering. Councillor Mrs Simmonds reported that the medallions had been handed over to Archbishop Huttons Primary School for distribution to the children with any surplus to be distributed via Facebook publicity.

23.096. UNCONTESTED ELECTION OF MEMBERS TO THE PARISH COUNCIL: The clerk reported that it would be necessary for all members to complete an Election Expenses Form. A nil return would be required if no expenditure had been incurred.

23.097. PARISH COUNCIL INSURANCE COVER: The clerk reported that he had received a quotation from Zurich Municipal for continued insurance cover for the 2023/2024 financial year of £1712.95. Members agreed that the quotation be accepted and instructed the clerk to notify Zurich Municipal accordingly.

23.098. ITEMS OF INFORMATION FROM MEMBERS: i. Councillor Muckle reported that numerous pot holes in Grange View, Millhead still required attention from Lancashire County Council Highways.

- ii. Councillor Clough reported that the stop sign at the junction of Borwick Land and A6 Trunk Road was part obscured by vegetation and urgent attention was required by Lancashire County Council Highways to clear the obstruction.
- iii. Councillor Mrs Simmonds expressed concern at the building work being undertaken on Scar Close Barn and the materials being used.

23.099. RESIGNATION OF COUNCILLOR C PEACOCK: The chairman thanked Councillor Peacock for his 50 years of service to the parish council and residents. Members expressed their thanks for his time and effort spent as a councillor. His depth of knowledge and influence with other bodies, both local and national would be greatly missed. A presentation of bottles of wine was given as a token of appreciation.

23.100. DATE AND TIME OF NEXT MEETING: There being no further business the chairman thanked Members and District Councillor Mrs Tyldesley for their attendance and participation and closed the meeting at 9.10 pm. The next meeting of Warton Parish Council was arranged for Tuesday 6th June 2023 at 7.30pm in the Village Hall, Warton proceeded at 7.00pm by the 2023 Annual General Meeting. Items for inclusion in the agenda for that meeting should be notified to the clerk by Monday 29th May 2023.

Chairman..... Date.....

Minutes subject to agreement at the 6th June 2023 meeting of the Warton Parish Council.