

**MINUTES OF THE WARTON PARISH COUNCIL MEETING**  
**Held at 7.30pm on Tuesday 3<sup>rd</sup> October 2023 in the Village Hall Warton.**

**PRESENT:** Councillors Mrs L Simmonds, Mrs J Cody, A Hilling and C Lee

**IN ATTENDANCE:** Mr J W Ball – Clerk to Warton Parish Council and 4 members of the public.

**APOLOGIES FOR ABSENCE:** Apologies for absence were received and accepted from Councillors Briggs, Muckle and Senior, County Councillor Mrs Williamson and District Councillor Mrs Tyldesley.

In the absence of Councillor Briggs, Councillor Mrs Simmonds acted as chairman for the meeting.

**DECLARATIONS OF INTEREST:** Councillor Lee declared an interest in item 23.175, Lancashire Council Main Street Traffic Proposals.

**23.168. MINUTES OF THE PREVIOUS MEETING:** RESOLVED THAT the minutes of the meeting held on the 5<sup>th</sup> September 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.

**23.169. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA:** The clerk reported that: i. If required Mr & Mrs Clough had offered to erect and decorate the parish council Christmas tree entry in the St Oswald's Christmas Tree Festival. Members thanked Mr & Mrs Clough for their offer of assistance ii Notification had been received from Lancaster City Council that a fee of £120 plus VAT (£144) would be levied against election costs incurred for Warton and Millhead Wards, a total of £288 iii Councillor Senior had agreed to represent Warton Parish Council at the Parish and Town Council Conference to be held at County Hall Preston on 4<sup>th</sup> November 2023. Councillor Hilling agreed to also attend.

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**

1. Lancashire County Council Main Street Traffic Proposals Objections were raised to the proposals on the grounds that i. parking restrictions would not solve the problem caused by excessive speed of vehicles using the road ii. The owners of cars displaced by the restrictions would have difficulty finding alternative safe parking, causing particular hardship for older residents and families with young children iii. Existing parked cars acted as a safety barrier for children using the narrow footway iv. The use of yellow lines would be detrimental to the appearance of the conservation area v. church services would be disrupted, particularly wedding and funerals, when parking facilities were required close to the churchyard entrance vi. Tradesmen and delivery drivers would face difficulty carrying out their operations if unable to park vii. In times of financial constraints the expense to be incurred in carrying out the restrictions could be better diverted to other projects

viii. Resident consultation had been poor, with the promised individual notifications of the proposals not carried out.

## 2. Warton Grange Car Parking Issue

Miss Karen Reynolds requested action from members to assist her with a problem involving car parking facilities on the unadopted road in the Warton Grange Housing Development. Miss Reynolds was severely disabled and needed carer visits several times per day to carry out her assisted living requirements. Members agreed that further information was required and requested the clerk contact Miss Reynolds to establish the help needed to solve the problem.

## 3. Mill Lane Narrow Footpath and Speeding Traffic.

Mrs Hughes requested parish council assistance to liaise with Lancashire County Council Highways, Lancashire Road Safety Partnership and Lancashire Constabulary to achieve the necessary action to resolve safety concerns for pedestrians using the footway. Members agreed that the clerk contact PC Shepherd, Community Beat Manager and the Lancashire Road Safety Partnership to reinforce the approaches already made by Mrs Hughes with a view to the introduction of safety measures including 20mph speed restrictions and appropriate signage.

## 4. Old School Brewery.

The clerk reported that he had been approached by a Crag Road resident requesting an update on action taken by the parish council on progress with any negotiation to reduce the negative impact on residents of the Old School Brewery activities. As yet no further information was available from Lancaster City Council actions concerning planning and environmental issues. An approach by a member of the parish council had been made to the owner of the Old School Brewery concerning their voluntary restrictions of future music events. No action was forthcoming to date.

## THE CHAIRMAN RECONVENED THE MEETING

**23.170. 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.

**23.171. REPORT FROM DISTRICT COUNCILLOR MRS S TYLDESLEY:** District Councillor Mrs Tyldesley was unable to attend the meeting and a report was not available.

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

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

**23.173. PLANNING MATTERS:** a) The following application had been received for review and comments by members and decisions on proposed actions were agreed.

23/00948/FUL – Proposed loft conversion, construction of dormer extension to the front elevation, installation of raised roof and erection of a two storey extension for Mr & Mrs Turner, Toby & Laura, 23 Coach Road, Warton – No objection raised.

23/0153/TCA – Cherry Tree – Fell for Mr Anderson 99-101 Main Street, Warton – No objection raised.

**1383**

23/00900/FUL – Erection of 5 single storey modular office buildings with decking and construction of a gravel car park for Mr Mollart, Clear Water Fisheries, Kellet Lane, Over Kellet – No objection raised.

23/01044/LB – Listed building application for demolition of front boundary wall and reduction in height of existing side boundary wall and erection of a new side boundary wall for Mr William Prew land adjacent 90 Main Street, Warton – No objection raised.

23/01043/FUL – Relevant demolition of front boundary wall, reduction in height of existing side boundary wall and erection of a new side boundary wall for Mr William Prew, 90 Main Street, 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 6<sup>th</sup> September 2022 Meeting – Awaiting Decision
- 22/00064/REF – Appeal against the refusal of Planning Application 19/00113/FUL  
Reviewed March 2019 meeting – Appeal allowed
- 23/00165/FUL – Reviewed 4<sup>th</sup> April 2023 Meeting – Awaiting Decision
- 23/00590/FUL – Reviewed 6<sup>th</sup> June 2023 Meeting – Application Permitted
- 23/00642/FUL – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00849/FUL – Reviewed 5<sup>th</sup> September 2023 Meeting – Application Permitted
- 23/00837/FUL – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00838/LB – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00326/LB – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00326/LB Amended – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00959/VCN – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision
- 23/00974/VCN – Reviewed 5<sup>th</sup> September 2023 Meeting – Awaiting Decision

**23.174. FINANCE:** a) Members noted the financial summary for September 2023 as follows:

Opening Balances – All Accounts

	Current Account	39839.09
	Village Improvement Account	12481.19
	Investment Account	8058.47
	Playground Account	4536.23
	E & R Wilson Fund Account	<u>96.80</u> 65011.78

Opening Balance – Current Account 39839.09

Receipts

26.09.23 Lancaster City Council – Public Toilet Cont. 2820.18  
42659.17

Payments

05.09.23 Tom Oliver – Toilet Work June 137.50  
05.09.23 Thomas Graham & Son – Toilet Consumables 191.81  
06.09.23 J W Ball – Salary 385.17  
07.09.23 Npower – Toilet Electricity 36.87 751.35

Closing Balance Current Account 41907.92

## Closing Balances – All Accounts

Current Account	41907.92	
Village Improvement Account	12481.19	
Investment Account	8058.47	
Playground Account	4536.23	
E&R Wilson Fund Account	<u>96.80</u>	<u>67080.61</u>

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

Thomas Oliver – Toilet Work September - £150.00 – 2310  
Clerks Expenses Apl 23 to Sept 23 - £632.36 – 2311  
Mrs Graham Spicer – Typing Costs - £75.00 – 2312  
PKF Littlejohn – External Audit Fee - £252.00 – 2313  
Warton Village Hall – Room Rental - £112.00 - 2314

c) Review of Internet Business Banking Systems  
Nothing further to report.

d) Review of the completed external audit of the 2022/2023 Financial Statement (AGAR)  
The clerk reported that he had received confirmation from PKF Littlejohn that the review of Sections 1 and 2 of the AGAR had been completed without any matters coming to their attention giving cause for concern and that relevant legislation and regulatory requirements had been met with the exception that members did not approve the AGAR in time to publish before 1<sup>st</sup> July 2023, the date required by the Accounts and Audit Regulations 2015 and did not disclose this by answering 'No' to Section 1, Box 1.

Members reviewed and agreed the audited AGAR and instructed the clerk to:

- i. Prepare a 'Notice of conclusion of audit' detailing the rights of inspection in line with the statutory requirements.
- ii. Publish the 'Notice' along with the certified AGAR (sections 1,2,&3) for a minimum of 14 days.
- iii. Make copies of the AGAR available for purchase by any person on payment of a £2 fee.
- iv. Ensure that Sections 1,2 & 3 of the published AGAR remained available for public access for a period of not less than 5 years from the date of publication.

### **23.175. LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS:**

Members discussed the proposals and noted the written objections to the scheme received from Main Street residents together with the verbal submissions received as part of the Public Participation facility at the meeting. Members agreed that the clerk forward comments to the Director of Law and Governance, Lancashire County Council stressing their view that the proposals alone would not solve the overriding problem of speeding traffic without additional traffic calming facilities being introduced. In addition parking facilities for some 35 cars displaced by the restriction needed to be made available through the introduction of a residents parking scheme and possible changes to bus service timetables.

**23.176. EVOLIS SPEED RECORDING EQUIPMENT:** The clerk reported that a site for the Main Street (North) Unit had been identified as being suitable between 175A Woodside and 177 Northwood properties. The clerk would liaise with the residents concerned to gain agreement prior to further Lancashire County Council action.

**23.177. SPEEDING TRAFFIC:** Nothing further to report.

**23.178. WARTON STOCK CAR CLUB:** Members agreed that in view of the end of the season no further action should be taken and the item be removed from future agendas.

**23.179. WARTON MIRES PROJECT:** The clerk reported that the application for funding of the catch pit and drain clearance was still under review by the Environment Agency. RSPB would be going ahead with some preparatory work on land scrapes needed to enhance the environment required for the successful lapwing development. Urgent action to provide a water facility for cattle on the higher areas of the mires was in hand to enable the return of cattle for grazing for land improvement. Meetings with RSPB and Lune and Wyre Fisheries Association were ongoing with the view of joint action to strengthen the River Keer Banks near to the flood water outfall, damaged during Storm Desmond.

**23.180. TRANSFER OF WARTON FLOOD ACTION GROUP ASSETS TO WARTON PARISH COUNCIL:** The clerk reported that details of the value of assets to be transferred required by the parish council insurers (Zurich Municipal) had been supplied by the Flood Action Group at Pump £10000, Shed £3000, Sundry Items £1000 and would be forwarded to the insurance company.

**23.181. CHILDRENS PLAYGROUND ACCIDENT:** Councillor Mrs Simmonds reported that the survey of residents requesting ideas for future action with the Weir Sand Pit had been completed as follows:-

Keep no change 10%

Add cover to the sandpit 5%

Remove sandpit and replace with a new piece of equipment 84%

Other 1%

Members agreed that the clerk contact Playdale Playgrounds to discuss the availability and cost of suitable equipment.

**23.182. PUBLIC TOILETS:** The clerk reported that a contribution of £2820.18 had been received from Lancaster City Council to assist with the running costs of the toilets for the 2023/2024 financial year. Members agreed that the sum would guarantee the continued operation of the toilets to the end of the financial year.

**23.183. WARTON PARISH COUNCIL CASUAL VACANCY:** The clerk reported that Lancaster City Council had issued for display the Notice of Casual Vacancy advising residents that one casual vacancy existed on the parish council and that on receipt of a Notice signed by ten Electors of the Parish requesting that the vacancy be filled by an Election before 10<sup>th</sup> October 2023 an election would be held. If an Election was not requested the Parish Council should fill the vacancy by co-option. The clerk reported that he had received an expression of interest in taking up the parish council post from a resident.

**23.184. REGISTRATION OF LAND:** The clerk reported that he had contacted the Land Registry and had been advised that the normal period of proof of responsibility was 15 years. Adverse Possession procedures were available for registration applications for less than that period but that the process was complicated and consequently the advice would be to use a solicitor or licensed conveyance to carry out the work on the parish councils behalf. Members requested the clerk contact Ratcliffe and Bibby for an estimate of the likely cost.

**23.185. NATURAL ENGLAND CL45 SALTMARSHES WORKS:** The clerk reported that he had received copies of 2 objections raised against the works. Members noted the objections.

**23.186. ITEMS OF INFORMATION FROM MEMBERS:** i. Councillor Lee reported that vehicles were still trying to access Main Street via Back Lane and a further approach to Lancashire County Council Highways to request a sign warning drivers of vehicles that the road had no exit for vehicles was needed.

**23.187. DATE AND TIME OF NEXT MEETING:** There being no further business the Chairman thanked Members for their attendance and participation and closed the meeting at 9.25pm. Members agreed that the next meeting of Warton Parish Council will be held at 7.30pm on Tuesday 7<sup>th</sup> November 2023 in the Village Hall. Items for inclusion on the agenda should be notified to the clerk by Monday 30<sup>th</sup> October 2023.

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

Minutes subject to agreement at the 7<sup>th</sup> November 2023 meeting of the Warton Parish Council.