

**MINUTES OF THE WARTON PARISH COUNCIL MEETING**  
**Held at 7.30pm on Tuesday 9<sup>th</sup> April 2024 in the Village Hall Warton.**

**PRESENT:** Councillors K Briggs, K Barkley, F Senior and Mrs L Simmonds.

**IN ATTENDANCE:** Mr J W Ball – Clerk to Warton Parish Council and District Councillor Mrs S Tyldesley.

**APOLOGIES FOR ABSENCE:** Apologies for absence were received and accepted from Councillors Mrs J Cody, A Hilling and C Lee.

**24.037. MINUTES OF THE PREVIOUS MEETING:** RESOLVED THAT the minutes of the meeting held on the 6<sup>th</sup> March 2024, 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.

**24.0038. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA:** The clerk reported that: i. The Defence Statement relating to the compensation case brought by the parents of Master J Reid had been completed and returned to Weightmans LLP, the solicitors appointed by Zurich Municipal to defend the action.  
ii. The order for the Kings Portrait had been completed.  
iii. Further details provided by the Ramblers concerning the enquiry for the Salt Marsh portion of the Coastal Pathway had been received.

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**

No members of the public were present at the meeting and no items had been notified to the clerk.

**THE CHAIRMAN RECONVENED THE MEETING**

**24.039. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON:** County Councillor Mrs Williamson was unable to attend the meeting and a report concerning progress made with the clearance of the catch pit and pipe was detailed under item 24.051.

County Councillor Mrs Williamson was thanked for her continued support.

**24.040. REPORT FROM DISTRICT COUNCILLOR MRS S TYLDESLEY:** District Councillor Mrs Tyldesley reported that an election of a Carnforth Town Councillor responsible for representation of the Millhead Ward was scheduled as part of the Local Elections scheduled for 2<sup>nd</sup> May 2024..

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

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

**24.042. PLANNING MATTERS:** a) The following applications had been received for review and comment by members.

24/0033/1FUL – Retrospective application for the erection of a single storey rear outbuilding for Mr Peter Singleton, 19 Hazelmount Drive, Warton.

Application invalidated pending the receipt of further information – Application noted.

24/00140/NOT – Use of land for camp site for up to 60 days per year for Anne Carroll, Scar Close, Crag Road, Warton – Application noted.

24/00031/DIS – Discharge of conditions 2,4,5,6,7,8,9,10,11,12 and 14 on appeal APP/A2335/W/22/231730 for David Owen, Pure Leisure Group, South Lakeland Leisure Village, Borwick Lane, Warton (original application 19/00020/FUL) – Application noted.

24/00389/VCN – Outline planning application for the erection of up to 12 2 storey dwellings and creation of 2 new accesses (pursuant to the variation of conditions 3,4,5,6,7,8,9,10,11,12,15,22 on planning permission 20/00358/OUT to revise the plans and provide further details) for Oakmore Homes Limited, Land Off Sand Lane, Warton – application noted.

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

23/01290/FUL – Reviewed 6<sup>th</sup> February 2024 Meeting – Awaiting Decision

24/00132/FUL – Reviewed 5<sup>th</sup> March 2024 Meeting – Application Permitted

24/00177/LB – Reviewed 5<sup>th</sup> March 2024 Meeting – Awaiting Decision

24/00140/NOT – Not Reviewed – Closed

24/00031/DIS – Not Reviewed – Decided Split Decision

**24.043. FINANCE:** a) Members noted the financial summary for March 2024 as follows:

Opening Balances – All Accounts

Current Account	32991.75
Village Improvement Account	12640.11
Investment Account	8058.47
Playground Account	4540.77
E & R Wilson Fund Account	<u>96.80</u>
	<u>58327.90</u>

Opening Balance – Current Account 32991.75

Receipts NIL

Payments

05.03.24 Comm.Heartbeat Trust – Defib pads	68.34
05.03.24 Tom Oliver – Toilet Work February	132.50
05.03.24 J W Ball – Salary Payment Arrears	416.00
06.03.24 J W Ball – Salary	385.17
07.03.24 Npopwer – Toilet Electricity	44.34
31.03.24 HMRC – Clarks PAYE	1259.51
31.03.24 J W Ball – Expenses 1/10/23 to 31/3/24	636.11
31.03.24 Comm.Heartbeat Trust – Defib Pads	<u>193.14</u>
	<u>3135.11</u>
	29856.64

Closing Balance Current Account 29856.64

Closing Balances – All Accounts

Current Account	29856.64	
Village Improvement Account	12640.11	
Investment Account	8058.47	
Playground Account	4540.77	
E&R Wilson Fund Account	<u>96.80</u>	<u>55192.79</u>

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

HMRC – Clerks PAYE - £1259.51 – 2337

J W Ball – Expenses 01.10.23 to 31.03.24 - £636.11 – 2338

Comm. Heartbeat Trust – Defib Pads - £193.14 - 2339

Thomas Oliver – Toilet Work March - £152.50 – 2340

LALC – Membership Fee - £457.08 – 2341

Warton Village Hall – Room Rental - £128.00 – 2342

c) Members agreed the timetable for the preparation and submission for audit of the 2023/2024 Financial Accounts and 2023/2024 Annual Governance and Accountability Return as follows:

i. Accounts to be prepared and submitted for internal audit by 30<sup>th</sup> April 2024.

ii. Internal audit to be completed and Annual Governance and Accountability Return to be submitted for consideration and approval by Members at the 4<sup>th</sup> June 2024 meeting.

iii. Draft Annual Governance and Accountability Return and supporting documentation to be made available for inspection by residents by 1<sup>st</sup> July 2024.

iv. Draft Annual Governance and Accountability Return to be submitted for External Audit by PKF Littlejohn.

**24.044. ST OSWALDS PEROCHIAL CHURCH COUNCIL DONATION:** St Oswalds PCC requested that a donation from Parish Councils funds be considered as a contribution to the purchase and erection of a new flag pole on the church tower. The cost would be £1750 to £2000 plus VAT. Members considered the request and agreed that a donation of £1,000 be made.

**24.045. E&R WILSON FUND:** The clerk reported that he had been informed by the Fund Trustees that after deduction of fund operating costs there would be no funding available for the allocation of grants to those bodies listed as beneficiaries of the Fund. The Fund Trustees had however decided to make some funding from reserves available for individual grant applications. Such applications to be made directly to the Fund Trustees.

**24.046. PUBLIC TOILETS:** The clerk reported that the None Domestic Rate Bill of £935.63 levied on the toilets facility had been waived in total.

**24.047. LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS:** Nothing further to report – formal consultation awaited.

**24.048. EVOLIS SPEED RECORDING EQUIPMENT:** Arrangements for the installation of street poles in process, prior to purchase of 3 units.

**24.049. COMMUNITY ROADWATCH SCHEME:** Lancashire Constabulary was seeking volunteers to take part in the Community Roadwatch Scheme. Applications should be made to the Lancashire Constabulary Website or through [Volunteer@Lancashire.police.uk](mailto:Volunteer@Lancashire.police.uk). District Councillor Mrs Tyldesley agreed to gather details and report to the next meeting of the parish council.

**24.050. SPEEDING TRAFFIC:** No additional information on any police action.

**24.051. WARTON MIRES PROJECT:** The clerk reported that funding for the catch pit and pipe had been secured from the Environmental Agency and arrangements for completion of the work involved was in hand. Because of the weight of the equipment required to carry out the work and current poor condition of land at the site it had been agreed that work could not commence until after 3 consecutive weeks of dry weather and the receipt of a favourable forecast after that time. The work is expected to take 5 working days to complete but was dependant on the pipe condition.

**24.052. ROODS PLAY AREA:** The clerk reported that the order for 2 picnic benches and 1 seat had been placed with Mamax Ltd and a delivery date was awaited. Total cost would be £1617.00 plus VAT and delivery would be to 26 The Roods, Warton.

**24.053. HAGS CAROUSEL INSTALLATION:** The clerk reported that costing for the purchase and installation were as follows:-

	£	£
Carousel Purchase	5981.00	
Less Discount	<u>2093.35</u>	3887.65
Carriage		717.72
Welfare Facilities		1283.00
Post Installation Inspection		422.00
Hard Dig Installation		<u>1400.00</u>
		7710.37
Supply of security fencing and Installation of Wet Pour		<u>3750.00</u>
		11460.37 plus VAT

Members agreed that the purchase was authorised subject to clarification of the extent of welfare facilities required.

**24.054. WARTON EMERGENCY PLAN:** Councillor Barkley reported that the emergency plan had been updated. Additional emergency facilities to the Village Hall had been agreed as The Church Hall and Archbishop Hutton Primary School.

Councillor Barkley was thanked for his work on the plan.

**24.055. 80<sup>TH</sup> ANNIVERSARY OF D-DAY CELEBRATIONS:** The clerk reported that the lighting of the Warton Crag Beacon had been registered. Councillor Mrs Simmonds agreed to liaise with Linda Barclay for the clearance of the site and to arrange for the charging of the beacon by a member of the Leighton Hall staff. Councillor Barkley and Mrs Simmonds agreed to carry out the risk assessment required by insurers Zurich Municipal.

**24.056. PROVISION OF VILLAGE HERITAGE PLAQUES:** Councillor Mrs Simmonds reported that she had been contacted by organisers of a proposed Warton Heritage Event planned for September 2024 for assistance in the identification and supply of Blue Plaques

for interesting houses and individuals in the village. Members expressed their interest in the proposal but agreed that more information was required.

**24.057. CIVILITY AND RESPECT PLEDGE:** Members considered the request from Lancaster City Council that the parish council sign up to the civility and respect pledge supported by the City Council, NALC and SLCC. Signing the pledge would require the parish council to agree to a series of statements covering all civility and respect aspects of its responsibilities. Members agreed to give further consideration of the proposals and discuss at the next meeting of the parish council.

**24.058. HIS MAJESTY THE KING OFFICIAL PORTRAIT:** The clerk reported that the request for the supply of the portrait had been registered.

**24.059. LANCASTER CITY COUNCIL GRASS CUTTING QUOTATION:** Members considered the quotation of £1709.20 plus VAT provided by Lancaster City Council for carrying out 8 cuts between April and October of agreed areas of land. Members agreed that the quotation be accepted.

**24.060. WARTON PARISH COUNCIL 2024 ANNUAL GENERAL MEETING:** Members agreed that the 2024 Annual General Meeting be held at 7.00pm on Tuesday 7<sup>th</sup> May 2024 in the Village Hall, Warton. Agenda items to be those agreed as standard at previous Annual General Meeting.

**24.061. ITEMS OF INFORMATION FROM MEMBERS:** i. Councillor Senior reported that additional recycling wheeled bins were now available as an alternative to the boxes.

**24.062. 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 9.40pm. Members agreed that the next meeting of Warton Parish Council will be held at 7.30pm on Tuesday 7<sup>th</sup> May 2024 in the Village Hall, Warton preceded by the 2024 Annual General Meeting at 7.00pm. Items for inclusion in the meeting agenda should be notified to the clerk by Monday 29th April 2024.

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

Minutes subject to agreement at the 7<sup>th</sup> May 2024 meeting of the Warton Parish Council.