

**MINUTES OF THE WARTON PARISH COUNCIL MEETING**  
**Held at 7.30pm on Tuesday 3rd January 2017 in the Village Hall, Warton**

**PRESENT:** Councillors Mrs Barker (Chairman), Clough, Peacock and Mrs Simmonds.

**IN ATTENDANCE:** J W Ball (Clerk to the Council), D Bland (Internal Auditor to the Council) and District Councillor Mrs S Sykes.

**APOLOGIES:** Apologies for absence were received and accepted from Councillors Briggs, Hilling and Muckle.

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

**17.001. DECLARATION OF INTEREST:** No declarations of interest were made.

**17.002. MINUTES OF THE PREVIOUS MEETING:** RESOLVED THAT the minutes of the meeting held on 13<sup>th</sup> December 2016 having been circulated, be approved and signed by the chairman as a correct record subject.

**17.003. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS:** The clerk reported that i) objections to planning applications 16/01324/OUT, 16/01374/OUT and 16/01440/FUL, W88 and W130 sections of the Development Plan together with a submission for inclusion in the Development Plan that the field east of area W215 be added as an open space had been forwarded to Lancaster City Council Planning Department ii) a letter of thanks had been forwarded to Jacob Hughes for his work in updating the electricity equipment used to light the Christmas Tree iii) the organisers of the Recovery and Resilience Conference informed that Councillor Clough would represent Warton Parish Council iv) Blackburn Cathedral had been advised that Councillor Muckle would represent Warton Parish Council at the carol service to be held on 5<sup>th</sup> January 2017 v) an invite had been received to attend Lancaster City Council Budget Performance Panel on Tuesday 24<sup>th</sup> January 2017 at Morecambe Town Hall at 6.00pm vi) Lancashire County Council had requested that posters to publicise the Foster Parent recruitment campaign be displayed vii) other items of interest had been circulated to members as received.

The clerk was thanked for his report.

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

**17.004. PUBLIC PARTICIPATION:** i) No items were received.

**THE CHAIRMAN RECONVENED THE MEETING.**

**17.005. REPORT FROM DISTRICT COUNCILLOR MRS SYKES:** District Councillor Mrs Sykes reported that i) Alycia James had been removed as a Member of Lancashire County Council and that as the County Council elections were to be held in May 2017 there would not, now be, a by-election, County Councillor Tony Jones had advised that he would be available to help with any issues of a County Council matter ii) the Lancaster City Council Budget Performance Panel would meet at 6.00pm on Tuesday 24<sup>th</sup> January 2017 at Morecambe Town Hall with members of the parish council welcome to attend.

District Councillor Mrs Sykes was thanked for her report.

**17.006. STANDING ORDER 25:** Members noted that no action had been taken under the provision of Standing Order 25.

**17.007. PLANNING MATTERS:** a) No applications had been received that required review by members.

b) Members noted the current status of planning applications already reviewed as follows:

14/00018/HAS – Reviewed 16<sup>th</sup> December meeting – pending appeal decision  
 15/00720/REM – Reviewed 3<sup>rd</sup> November meeting – Awaiting decision  
 16/0002/REF – Reviewed 2<sup>nd</sup> February meeting – Awaiting decision  
 16/0023/TGA – Reviewed 1<sup>st</sup> March meeting – Awaiting decision  
 16/00221/OUT – Reviewed 1<sup>st</sup> March meeting – Awaiting decision  
 16/00890/RCN – reviewed 6<sup>th</sup> September meeting – Awaiting decision  
 16/01001/FUL – Reviewed 6<sup>th</sup> September meeting – Awaiting decision  
 16/01134/FUL – Reviewed 4<sup>th</sup> October meeting – Application permitted  
 16/01161/FUL – Reviewed 4<sup>th</sup> October meeting – Awaiting decision  
 16/01418/FUL – Reviewed 13<sup>th</sup> December meeting – Awaiting decision  
 16/01440/FUL – Reviewed 13<sup>th</sup> December meeting – Awaiting decision  
 16/01374/OUT – Reviewed 13<sup>th</sup> December meeting – Awaiting decision  
 16/01532/AD – Reviewed 13<sup>th</sup> December meeting – Awaiting decision

**17.008. FINANCE:** a) Members noted the financial summary for December 2016 as follows:

	Opening Balance	Current Account	16300.31	
		Village Improvement Account	8006.92	
		Investment Account	7948.07	
		E & R Wilson Account	1837.10	
		Emergency Fund Acc	<u>2404.17</u>	36496.57
Receipts				
14.12.16	Electricity Northwest – Wayleaves			6.46
				36503.03
Payments				
05.12.16	Lancaster City Council – Grasscutting		330.98	
05.12.16	Thomas Oliver – Toilet Work		60.00	
05.12.16	Lancaster City Council –AONB Cont		925.00	
05.12.16	SLCC – Membership		93.00	
05.12.16	J W Ball – AAT Membership		72.00	
05.12.16	S Lewis – Weir Christmas Tree		250.00	
06.12.16	J W Ball – Salary		363.00	
13.12.16	C Peacock – Expenses		75.40	
13.12.16	D Clough – Expenses		22.98	
13.12.16	Hughes Electrical Contractors Ltd – Emergency Power		1284.60	
13.12.16	D Clough – Expenses (Generator)		725.99	
13.12.16	P Doey – Parish Lengthsman		230.00	
13.12.16	Warton Village Society – Donation		<u>200.00</u>	<u>4632.95</u>
				<u>31870.08</u>

	Closing Balance	Current Account	13349.31	
		Village Improvement Account	8006.92	
		Investment Account	7948.07	
		Emergency Fund Account	728.68	
		E & R Wilson Account	<u>1837.10</u>	<u>31870.08</u>

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

Carter Jonas – Potts Wood Picnic Site Rental - £1.00 – 1870  
Warton Response Group – Emergency Supplies - £630.23 – 1871  
D Clough – Expenses - £18.00 – 1872

c) Members considered the calculations carried out by the clerk on which the proposed estimates for the 2017/2018 financial year were based and agreed that a Precept Upon Charging Authority for £18,563 be submitted to Lancaster City Council.

d) Members agreed that the Bank Mandate authorising the signing by two council members of cheques drawn against Warton Parish Council accounts with the Yorkshire Bank continue but with all members eligible as cheque signatories.

**17.009. PUBLIC TOILETS:** The clerk reported that he had been informed by Lancaster City Council that the public toilet management fee would be reduced for the 2017/2018 financial year, but without stating the proposed reduced fee. The clerk issued calculations based on actual and estimated expenditure incurred during the 2016/2017 financial year which showed a surplus of £686 after payment of £1883 expenditure from a management fee of £2569. Members agreed that until the proposed 2017/2018 management fee was available from Lancaster City Council no decision should be taken concerning the future operations of the toilets. The clerk was instructed to inform Lancaster City Council accordingly. District Councillor Mrs Sykes agreed to raise the matter on behalf of the parish council.

**17.010. SPARROW PARK:** The clerk reported that provision of a new gate and gate post was in hand.

**17.011. ELIZABETH AND RICHARD WILSON CHARITABLE FUND:** The clerk reported that no further applications had been received since the last meeting.

**17.012. THE WEIR CHILDREN'S PLAYGROUNDS:** The clerk reported that the grassed area of the playground was showing signs of mole activity. The clerk was instructed to contact David Thomson to attend and clear the problem. The clerk reported that he had purchased cat repellent and would treat the sand pit area.

**17.013. PARISH LENGTHSMAN:** The clerk reported that the parish lengthsmen was still restricted in the work he could carry out because of surgery to his knee.

**17.014. SPEED DETECTION DEVICE:** Councillor Clough reported that the device was operational. Councillor Mrs Simmonds requested the device be moved from the Borwick Lane site to Yealand Road as she had observed numerous instances of speeding vehicles through that part of the village. Councillor Clough agreed to move the device as a matter of urgency.

**7.015. EMERGENCY RESPONSE PLAN:** Councillor Clough reported that he had continued to draw up areas of the plan and was making good progress. More volunteers were still required to make themselves available to help with the delivery of any emergency action required.

**17.016. REGISTRATION OF WARTON PARISH COUNCIL LAND WITH THE LAND REGISTRY:** The clerk reported that the amended submissions as instructed by members were being prepared by Mr Drinkall of Ratcliffe and Bibby.

**17.017. PARISH COUNCIL WEBSITE:** The clerk reported that work was in hand.

**17.018. OPEN SPACES SOCIETY DONATION:** Members agreed not to authorise a donation to the Society.

**17.019. LANCASHIRE COUNTY COUNCILS PARISH & TOWN COUNCIL CONFERENCE:** The clerk reported that the 2017 conference would be held on Saturday 25<sup>th</sup> February 2017 at County Hall, Preston. Members agreed that Councillor Peacock attend the conference as the representative of Warton Parish Council.

**17.020. MILL LANE FOOTPATH IMPROVEMENTS:** No further action taken.

**17.021. ITEMS OF INFORMATION FROM MEMBERS:** i) Councillor Clough reported that appropriate signage was required for directions to the Village Hall and the public toilets ii) Councillor Peacock reported that inadequate signage was used during the emergency closure of part of Coach Road which inferred that the road was completely closed when only a partial closure was in operation iii) Councillor Mrs Simmonds reported that the street light attached to 141 Main Street was not working.

**17.022. DATE AND TIME OF NEXT MEETING:** Members agreed that the next meeting of the Warton Parish Council would be held on Tuesday 7<sup>th</sup> February 2017 at 7.30pm in the Village Hall Warton.

Items for inclusion in the Agenda to be notified to the clerk by Monday 30<sup>th</sup> January 2017.

Chairman ----- Date -----

Minutes subject to agreement at the next meeting of the Warton Parish Council.