

MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 1st October 2024 in the Village Hall Warton.

PRESENT: Councillors Mrs J Cody (Chairman), K Briggs, A Hilling, C Lee, W Muckle, 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 Councillor Barkley and County Councillor Mrs Williamson.

24.150. DECLARATION OF INTEREST: Councillor Lee declared an interest in item 24.163 – Construction of the HAGS Carousel Play Equipment.

24.151. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meeting held on the 3rd September 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.

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

- i The transfer of ownership agreement covering the pump and equipment had been signed by both parties.
- ii. An invitation had been received from Lucy Arthur to meet Lizzie Collinge MP at Leighton Hall – 5.30pm on 22nd November 2024, names of representatives wishing to attend to be forwarded by the 18th November 2024.
- iii. Andre Hunt had been advised about the information received from Lancashire County Council and Stagecoach concerning his complaint.
- iv. Antony Bradshaw had alerted village residents concerning a man attempting to erect an advertising board.
- v. As a result of publicity 4 applications for funding from the Elizabeth and Richard Wilson Charitable Fund had been received. Members agreed to allocate funding to the applicants at the December meeting of the parish council.
- vi. Members agreed the Weir Christmas Illuminations be organised over the Christmas period with funding to be provided for replacement of damaged equipment but not for any extension to the display.
- vii. Lancaster City Council contribution to the Public Toilet running costs was still awaited.

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 in attendance at the meeting and the clerk reported that he had not received notification from residents concerning items they wished to be raised.

THE CHAIRMAN RECONVENED THE MEETING

24.153. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting and had advised the clerk that she had no items she wished to raise in addition to those already included in her regular information reports.

County Councillor Mrs Williamson was thanked for her continued support.

24.154. REPORT FROM DISTRICT COUNCILLOR MRS S TYLDESLEY: District Councillor Mrs Tyldesley reported that the Friends of The Roods committee had received the funding required to complete the development and the necessary work was ongoing.

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

24.156. PLANNING MATTERS: a) The following application had been received for review and comment by members.

24/00948/VCN – Outline Planning Applications for the erection of up to 12 2 storey dwellings and creation of 2 new accesses (pursuant to the variation of condition 2 on planning permission 20/00358/OUT to amend the location of the pedestrian access) for Oakmore Homes, Land At Grid Reference E349246 N471955, Sand Lane, Warton. Lancashire County Council have published notice that the above variations involve the diversion of public footpath no 2. – No action required.

24/0098/FUL – Construction of roof over existing midden for Mr Paul Barker, Cotestones Farm, Sand Lane, Warton – No action required.

24/01006/FUL – Erection of single storey side extension and installation of roof lights for Mr and Mrs Tom Carley, Hill Crest, Grange View, Warton – No action required.

24/0165/TCA – Yew (T1 and T2) pollarding to 3.5m for Reverend A Ormondroyd, St Oswalds Church, Main Street, Warton – No action required.

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

24/00548/LB – Reviewed 4th June 2024 Meeting – Awaiting Decision

24/00717/FUL – Reviewed 2nd July 2024 Meeting – Awaiting Decision

24.157. FINANCE: a) Members noted the financial summary for September 2024 as follows:

Opening Balances – All Accounts

Current Account	36752.76
Village Improvement Account	12640.11
Investment Account	8058.47
E&R Wilson Fund Account	<u>1339.13</u>
	<u>58790.47</u>

1436

Opening Balance – Current Account		39752.76
Receipts		NIL
		36752.76
Payments		
03.09.24 Glasdon UK Ltd – Waste Bin Donation	498.00	
03.09.24 T Oliver – Toilet Work - August	152.50	
03.09.24 P Doey – Parish Lengthsman	592.25	
06.09.24 J W Ball – Salary	467.64	
06.09.24 Npower – Toilet Electricity	47.12	1757.51
Closing Balance Current Account		34995.25
Closing Balances – All Accounts		
	Current Account	34995.25
	Village Improvement Account	12640.11
	Investment Account	8058.47
	E&R Wilson Fund Account	<u>1339.13</u>
		<u>57032.96</u>

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

Willacy (Contractors) Ltd – Building Materials - £145.61 – 2370
Open Spaces Society – Membership Fee - £45.00 – 2371
PKF Littlejohn LLP – External Audit Fee - £252.00 – 2372
Thomas Oliver – Toilet Work September - £135.00 – 2373
J W Ball – Expenses – April to September 2024 - £533.82 – 2374
C. Lee – HAGS Building Work - £3736.00 – 2375
A Mackay – Sand Pit Excavation - £249.00 - 2376
Pete Doey – Parish Lengthsman - £787.25 – 2377

c) 2023/2024 Annual Governance and Accountability Return (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 1st 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 that the audited AGAR and instructed the clerk to:

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

24.158. LANCASHIRE COUNTY COUNCIL MAIN STREET TRAFFIC PROPOSALS:

Nothing further to report – formal consultation awaited.

24.159. EVOLIS SPEED RECORDING EQUIPMENT: The clerk reported that the 3 new units had been erected and the existing unit moved to a more substantial pole by Lancashire County Council staff and all units were operational. Councillor Mrs Simmonds reported that the Sand Lane unit pole had become loose in the foundation and was leaning to the side. The clerk agreed to take the necessary action to correct the problem, Councillor Simmonds agreed to investigate the sale of the battery speed unit in Main Street, replaced by one of the newer units.

24.160. HERITAGE PLAQUES: Nothing further to report.

24.161. GARDNER ROAD CATCHPIT REPAIRS: Councillor Senior reported that work had not yet started on the catchpit repairs with further deterioration observed. Lancashire County Council contractors had carried out repairs to the Keer outlet doors and as a result the gates were clear of obstruction and working. Unfortunately efforts to clear obstructions in the culvert have been hampered by a collapsed section.

24.162. WEIR PLAYGROUND SAFETY REPORT & RISK ASSESSMENT: Councillor Lee reported that he had carried out an inspection of the play equipment detailed in the safety report and had prepared a repair schedule for consideration by councillors, with the provision of fencing around the new HAGS roundabout, self closures on gates and appropriate signage as priority.

24.163. HAGS CAROUSEL INSTALLATION: Councillor Lee reported that the carousel had been delivered and assembled by HAGS contractors. As previously agreed the preparation of foundations for the unit, fitting to those foundations, backfilling of the surrounding area and installation of Wet Pour surface would be carried out by C. Lee Contracting. An invoice for £8640 had been received from HAGS but items covering welfare £938.00 and skip allowance £345.00 would be queried as neither welfare facilities nor a skip were provided by HAGS. Members agreed that after adjustments the amended invoice total could be authorised for payment by the chairman. Members agreed that C Lee Contracting be paid £3736.00 covering materials £1538.00, Labour £1890.00 and VAT £308.00. On completion a post installation inspection would be carried out by HAGS appointed inspectors.

24.164. OPEN SPACES SOCIETY MEMBERSHIP RENEWAL: Members agreed that membership of the Society be renewed for a further period and the fee of £45.00 be paid.

24.165. OPEN SPACES WOODLAND DISEASED TREES: The clerk reported that Zurich Municipal had agreed that the parish council current insurance covered work carried out by volunteers on behalf of the parish council. Councillor Mrs Simmonds reported that the Leighton Hall Foreman previously identified as a suitable volunteer to undertake the work had now decided against carrying out the felling. Councillor Mrs Simmonds agreed to seek alternative volunteers to carry out the work and report back to the next meeting of the parish council. Members instructed the clerk to seek guidance from Lancashire County Council on the procedure required to close access to the public footpath running through the woodland whilst the tree felling was in progress.

24.166. OLD SCHOOL BREWERY: Members discussed the extent of land owned by the parish council currently part of the Old School Brewery development. Discussions with Colin Peacock were inconclusive and agreed that Councillor Mrs Simmonds discuss with Ren Wallbank in an effort to clarify the area of land in question.

24.167. ARCHBISHOP HUTTON'S PRIMARY SCHOOL DONATION REQUEST: The clerk reported that the CCTV system under consideration by the Headteacher was to be supplied

by Ed-IT Solutions and consist of 5 cameras and at a cost of £2045.00 plus VAT £409.00. Total £2454.00. Members discussed the system under consideration and instructed the clerk to contact the headteacher to suggest consideration of systems that alerted staff or other authorised individuals via a telephone link or issued verbal warning when necessary.

24.268. KOMPAN LTD REPLACEMENT OF TYRE SEAT: The clerk reported that he had received a quotation for replacement of the tyre seat, chains and shackle of £709.42 plus VAT £141.88 Total £851.30. Members considered the quotation and agreed that the supply be confirmed.

24.169. RENEWAL OF EMERGENCY STORES: Councillor Mrs Simmonds discussed the varied stores required and members agreed that she be authorised to make the purchases subject to a maximum cost of £400.00.

24.170. PARISH COUNCIL PLANT AND MACHINERY MAINTENANCE: Members discussed the maintenance requirements of the pump, generator and defibrillator pads and batteries and agreed that the pump would continue to be regularly checked by members of the Warton Flood Relief Team, the generator would be checked on a regular basis by Councillor C. Lee and the clerk to provide details of the provision of defibrillator pads and batteries.

24.171. LANCASHIRE PARISH AND TOWN COUNCILS CONFERENCE: The clerk reported that the 2024 Conference would be held on 2nd November 2024 in the Council Chamber, Lancashire County Council, Preston. 2 nominations per parish were authorised with registration details required by 21st October 2024. Members agreed to consider attendance, dependant on availability.

24.172. ITEMS OF INFORMATION FROM MEMBERS:

- i Councillor Senior reported that Carnforth Station Heritage Centre was threatened with closure. Proposals to form an action group to stop the closure were under consideration.
- ii. Councillor Lee reported that vegetation was growing outside of the public toilets.
- iii. Councillor Muckle reported that Grange View, Millhead Road had been re-surfaced.

24.173. 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 9.15pm. Members agreed that the next meeting of Warton Parish Council will be held at 7.30pm on Tuesday 5th November 2024 in the Village Hall, Warton. Items for inclusion in the meeting agenda should be notified to the clerk by Monday 28th October 2024.

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

Minutes subject to agreement at the 5th November 2024 meeting of the Warton Parish Council and until then are considered to be draft only.