

SCARISBRICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held in the Scarisbrick Village Hall at 7.30pm on Monday 6th December 2021.

PRESENT:

Councillor A Blundell (in the Chair)
Councillor G Holcroft
Councillor C Marshall
Councillor N Makin
Councillor J Herbert
Councillor C Berks

County Councillor E Pope in attendance (left the meeting at 9:00pm)

Mrs J Smith (Clerk) in attendance

Four members of the public were present

21/195 APOLOGIES AND REASONS FOR ABSENCE:

Apologies were received from Councillor J Marshall, Councillor S Brake, and Councillor A Pickersgill.

21/196 DECLARATIONS OF INTEREST:

Councillor Herbert declared a pecuniary interest in planning application 2021/1305/OUT, due to his relationship with residents adjacent to the site.

21/197 CONFIRMATION OF THE MINUTES:

It was resolved to approve the minutes of the meeting held on Monday 1st November.

21/198 ADJOURNMENT OF THE MEETING:

The meeting was adjourned at 7:31pm.

A member of the public spoke regarding planning application 2021/0888/FUL and the effect that the development (which has been carried out without planning permission) is having on neighbouring properties and residents. There are also road safety issues with large lorries being loaded on Drummersdale Lane.

A member of the public spoke to provide further details regarding planning application 2021/1305/OUT which relates to the demolition of an existing agricultural building and replacement with a new dwelling.

The meeting was reconvened at 7:43pm.

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21/199 PLANNING APPLICATIONS: (Councillor Gill Holcroft took the Chair)

a) The following applications were considered, and the decisions taken as shown:

Reference	Details	Applicant	Address	Resolution
2021/1242/FUL Response deadline: 26/11/21 Extension agreed to asap after meeting	Two storey and single storey extension to the rear	Dr Tiberiu Bontea	91A Hall Road, Scarisbrick, Ormskirk, Lancashire, L40 9QB.	No comment
2021/0888/FUL Response deadline: 3/12/21 Extension granted to 8/12/21	Erection of building for storage of equipment used in connection with the forestry operations (retrospective).	Mr Michael Williams	Land Adjacent to Panorama, Drummersdale Lane, Scarisbrick, Lancashire.	Objection – conversion of meadow to yard and the construction of access road has been carried out without planning permission. The development is inappropriate use of greenbelt. There is significant impact on neighbouring properties and on the wellbeing of residents.
2021/1280/FUL Response deadline: 10/12/21	Erection of 4 dwellings with associated garden curtilages and communal courtyard / parking, bin and cycle stores, and hard and soft landscaping	Elite Estates	Land To the South Of 29, Bescar Lane, Scarisbrick, Lancashire.	No objection
2021/1305/OUT Response deadline: 10/12/21	Outline - Construction of a new dwelling and associated external works following	Mr Scarisbrick	Land To the Rear Of 3 And 7, Clyffes Farm Close, Scarisbrick, Lancashire.	No objection

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	demolition of existing agricultural storage building (including details of layout and access).			
2021/1293/FUL Response deadline: 17/12/21	Demolition of the existing single-storey side extension, two storey rear extension and two detached outbuildings. Proposed two-storey and single-storey side extensions, rear catslide extension, dormer window at rear and rear two-storey gable extension.	Mr & Mrs Summers	58 Smithy Lane, Scarisbrick, Ormskirk, Lancashire, L40 8HW.	No objection

Councillor Blundell did listen to the planning deliberations but did not vote on any planning application due to his membership of the WLBC Planning Committee.

Councillor Herbert left the meeting during the discussion of planning application 2021/1305/OUT and did not vote on it due to his declared pecuniary interest.

- b) Mushroom Farm: It was resolved to write to the Secretary of State regarding the outcome of the Mushroom Farm appeal.

21/200 ADDITIONAL EXPENDITURE ITEMS REQUIRING APPROVAL:

It was resolved to approve the following items and amounts for inclusion on the December finance list:

- a) **Grant Application – St Elizabeth’s Pastoral Council:** for printing costs associated with the publishing of the history of St Mary’s School. £150.00
- b) **Alderman Michael Cox:** donation to Marie Curie in lieu of funeral flowers £75

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21/201 FINANCE: (Councillor Blundell resumed the Chair)

It was resolved to pay the following accounts:

	Payee	Detail	Amount	Authority	Payment Type
1	J Smith	Salary (Dec 21)	623.92	LGA 1972, s112 (2)	Standing Order 31/12/21
2	J Smith	MS365 (2 nd Oct to 1 st Dec Inv : E0200G9YPC £18.12 Generic Printer Ink £10.99 Travel Expenses 2 nd Sep to 1 st Dec £36.10	65.21	LGA 1972,s111(2)	Electronic
3	PCC of St Mark's Scarisbrick General Account (J Callery)	Grants as follows: St Marks £150.00 Good Shepherd £150.00 (as agreed at November meeting)	300.00	LGA 1972.s137	Electronic
4	The Friends of Bescar Lane Station (J Callery)	Grants as follows: Friends of Bescar Station £100.00 (as agreed at November meeting)	100.00	LGA 1972,s137	Electronic
5	Compliance in Construction	Millennium Wood H&S Risk Assessment Invoice 3127	360.00	Open Spaces Act 1906, s10	Electronic
6	M Winnard	Grass Cutting Contract. Inv 92	3,150.00	Open Spaces Act 1906, s10	Electronic
7	Ian Edwards	Interim Audit Fee Inv 2021-22IE026	50.00	LGA 1972,s111 (2)	Electronic
8	NBB Recycled Furniture	Concrete Fixing Kit for new bench. Inv 3167870	21.60	Parish Councils Act 1957 s1	Electronic
9*	St Mary's School	Grant: St Mary's History project	150.00	LGA 1972,s137	Electronic
10*	Marie Curie	Donation in lieu of flowers for the late Alderman Michael Cox	75.00	LGA 1972,s137	Cheque

* Approved at minute 21/200a and 21/200b

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NB: The donation in lieu of flowers for the late Alderman Cox is deemed to benefit the residents of Scarisbrick as he was a significant public figure who served the parish over a number of years. The cost of the donation, in lieu of flowers, is considered to be commensurate with the appropriate marking of his death for residents.

21/202 FEEDBACK FROM SPC WORKING GROUPS:

It was resolved to approve the Road Traffic Working Group (RTWG) Terms of Reference.

Cllr Makin provided an overview of the visit of Alan Cox (LCC Road Safety Officer) to Scarisbrick to consider SPID purchase and installation. The visit had been very informative but had also raised some issues regarding the siting of SPIDS. Alan Cox had agreed to provide a report of his visit, but this has not yet been received.

The Clerk was requested to contact Alan Cox regarding the report so that further progress can be made.

21/203 APRIL 21 TO SEPTEMBER 21 BUDGET REPORT - ADDENDUM:

In accordance with financial regulation 4.2 it was resolved to approve the movement of prior year unspent amounts to 2021/22 budget headings.

21/204 WLBC 2020/21 COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT:

The report was noted.

Clerk will forward to WLBC and place on SPC website by 31st December 2021.

21/205 MILLENNIUM WOOD RISK ASSESSMENT REPORT:

The risk assessment report was discussed and the action points noted.

It was resolved that the risk concerning the fence erected at the 'unofficial' front entrance requires urgent action and the Clerk was given devolved responsibility to take action to arrange for a 6-foot barrier to be erected to prevent further access to the Wood using this entrance which will reduce the risk of a road traffic accident. A notice will be put on the barrier to provide an explanation to residents for this action. The Clerk was requested to circulate an image of the notice on the barrier when completed.

It was agreed that a working group should be convened to look further at the issues raised in the report, Councillor Herbert, Councillor Makin, Councillor Berks and the Clerk will meet to discuss and report back as soon as possible to the Council.

21/206 INTERNAL AUDIT INTERIM REPORT:

The interim internal audit report was noted. There were no issues raised and positive comments regarding the accuracy of records had been made by the auditor. Congratulations were offered to the Clerk.

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21/207 WLBC LOCAL PLAN CONSULTATION (18th November 2021 to 27th January 2022):

The consultation was discussed and it was agreed that more time was needed to look at it in detail.

It was resolved that Councillors would log on to the website and come back to the January SPC meeting with views and suggestions so that a response could be prepared by the 27th January 2022 deadline.

21/208 CLEANING OF BUS SHELTERS, ROAD SIGNS AND NOTICEBOARDS ETC:

The quotes received were reviewed and approved as follows:

Perspex Bus Shelter Cleaning – One off clean to be carried out in December. A contractual arrangement to be commenced in April 22 for 2 scheduled cleans per year.

Wooden Bus Shelter painting (Diglake, Moorfield, Bullens Lane) – Clerk to arrange this to be carried out at the same time as bus shelter cleaning if possible.

Parish Noticeboard Cleaning – One-off clean as soon as possible.

Parish Noticeboard Painting – the metal edges of the Perspex panels are rusting. Clerk to obtain quote for these to be painted.

Road Sign Cleaning – cleaning of some road signs is the responsibility of LCC Highways however, the Council has undertaken some cleaning as needed. Councillors to report dirty road signs to Clerk so that a list can be made for cleaning.

Removal and disposal of Carr Cross seating bench and installation of new bench.

Bullens Lane bench refurbishment – Clerk to obtain further quote for this.

Diglake bench – this is in a poor state and requires attention, Cllr Herbert will physically inspect all benches and provide details so that all issues can be addressed.

21/209 UPDATED POLICIES:

Updated policies were reviewed and agreed.

It was resolved that the Clerk should place them on the Council website as soon as possible.

21/210 WORKING GROUP PROTOCOL:

It was resolved that the generic working group protocol be included in SPC standing orders to provide guidance when a working group is set up.

21/211 SCARISBRICK VILLAGE MATTERS:

Councillor Holcroft advised that due to bereavement and on-going Covid issues the next edition of Scarisbrick Village Matters is not expected to be produced until Spring 2022 at the earliest

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21/212 FLOOD EQUIPMENT:

The purchase of flood equipment and storage arrangements were discussed. Further items such as traffic cones, flood signage and hazard lighting should be added to the shopping list and quantities of each item needed to be decided

Secure, but accessible, storage was discussed, and it was decided that the most appropriate sites for this are Scarisbrick Village Hall and St Elizabeth's. The Village Hall have already confirmed that they will be prepared to assist.

It was resolved that:

Councillor C Marshall will make enquiries with St Elizabeth's regarding storage.

The Clerk should seek to obtain a sample of the 'modern' type of gel sandbag/flood barrier.

The Clerk should draw up a costed shopping list and circulate it, so that order quantities can be decided at the January meeting

A Scarisbrick Community Flood Plan should be developed and this will be included on a future agenda.

21/213 CLERK ANNUAL APPRAISAL:

The Clerk's annual appraisal should take place prior to the 24th January 2022 budget meeting.

It was resolved that a working group, consisting of Councillor Blundell, Councillor Holcroft and Councillor J Marshall will determine the arrangements for this and inform the Clerk of requirements.

21/214 COUNCILLOR VACANCY:

Due to a Councillor resignation in November, there is a vacancy. However, as the resignation was within 6 months of the April elections the Council has the option to co-opt as usual, if it wishes, or to wait until after the next elections to fill the vacancy. The co-option process will take time and the successful applicant would have to stand for re-election in April even though he/she will have only been in post for a few weeks.

It was resolved to delay filling the vacancy until after the April elections.

21/215 JANUARY BUDGET MEETING:

The additional meeting on 24th January 2022 for consideration of 2022/23 budget and setting of precept was noted.

21/216 CLERKS REPORT: FOR INFORMATION

The Clerk's report was noted.

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21/217 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS

Councillor Berks reported that he had completed the Facebook page for Scarisbrick Parish Council and invited Councillors to log in.

The Chairman closed the meeting at 9:25pm