

SCARISBRICK PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held in the Scarisbrick Village Hall at 7.30pm on Monday 4<sup>th</sup> July 2022.**

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**PRESENT:**

Councillor J Herbert (in the Chair)  
Councillor J Marshall  
Councillor C Marshall  
Councillor N Makin  
Councillor C Berks  
Councillor A Pickersgill  
Councillor M Wood

Mrs J Smith (Clerk) in attendance

There were 2 members of the public present

**22/136 APOLOGIES:**

Apologies were received from Cllr S Brake (reasons for absence were accepted), Cllr A Blundell and Cllr S Roberts.

**22/137 DECLARATIONS OF INTEREST:**

Cllr J Marshall advised that she is a member of Hurlston Hall in relation to the planning items.

**22/138 MINUTES:**

*It was resolved that:*

*The minutes of the Parish Council meeting held on 13<sup>th</sup> June 2022 were a true record and should be signed by the Chairman*

**22/139 ADJOURNMENT OF THE MEETING:**

The meeting was adjourned at 7:32pm.

A member of the public attended regarding concerns regarding the Mushroom Factory development and advised that works appeared to have been stopped last week.

The meeting resumed at 7:33pm.

**22/140 PLANNING:**

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

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Reference	Details	Applicant	Address	Resolution
2022/0535/FUL Response deadline: 15/07/22	Retrospective planning permission for a side extension to the wooden fishing office	Mr Martin Holgate	Fishing Office, Hurlston Lane, Scarisbrick, Lancashire	<i>No objection</i>
2022/0585/FUL Response deadline: 15/07/22	Demolish existing Bungalow and replace with detached dwelling	Mr Blundell	Sunny View 7 Bullens Lane Scarisbrick	<i>No objection</i>
2022/0553/FUL Response deadline: 22/07/22	Retrospective Planning Application of Site No 3 for conversion of the bowling green into two padel courts and a tennis court with maintenance and sports storage shed.	Mr Lee Williams	Hurlston Leisure And Fitness Club, Hurlston Lane, Scarisbrick, Ormskirk, Lancashire.	<i>No comment</i>

- b) The WLBC Planning Inspector has visited the site and has spoken with the developers regarding the matters raised. The resolution of the matter raised is now with WLBC who will consider the expediency of pursuing any enforcement action.

**22/141 SPC WORKING GROUPS PROGRESS REPORTS:**

**a) ROAD TRAFFIC WORKING GROUP:**

The SPIDs and kit are expected to be delivered on 5<sup>th</sup> July and will be temporarily stored pending installation of the posts by LCC which is expected in the very near future.

**b) MILLENNIUM WOOD WORKING GROUP:**

The successful contractor will commence the works as soon as materials are received. He will advise a start date as soon as possible.

*It was resolved to:*

*Delegate authority to the Proper Officer to make decisions necessary to progress these projects during August (due to there not being another SPC meeting until September). This delegation to include authority to spend up to £300 per project for any adhoc items that are needed to ensure progress.*

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**22/142 FINANCE:**

*It was resolved to approve the following accounts for payment:*

	Payee	Detail	Amount Payable £ (inc VAT where applicable)	Authority	Payment Type
1		The scheduled payment of the Clerk's salary as per contract of employment for July 22.		LGA 1972, s112 (2)	Electronic – payment date 28 <sup>th</sup> July
2		The scheduled payment of the Clerk's salary as per contract of employment for August 22.		LGA 1972, s112 (2)	Electronic – payment date 30 <sup>th</sup> August
3	J Smith	Travel Expenses 3 <sup>rd</sup> Mar to 29 <sup>th</sup> Jun	25.65	LGA 1972, s111(1)	Electronic
4	J Smith	Replacement external HDD for backup purposes. Argos receipt attached	59.99	LGA 1972, s111	Electronic
5	Lancashire County Council  (NB this is a payment in advance as agreed at SPC June meeting min 22/119)	Installation of 8 bespoke columns for SPIDs. Inv 5200253143 £6,695 + VAT	8,034.00	Highways Act 1980 s274A	Electronic
6	ElanCity - UK	2 SPIDs and kit. Inv SAJ-UK/2022/00748 £5,982.69 + VAT	7,179.23	Highways Act 1980 s274A	Electronic
7	Scarisbrick Village Hall	Hire of hall for SPC meetings Apr22 to Jun22. Inv 132	104.00	LGA 1972, s111	Electronic

**22/143 FINANCIAL REGULATIONS:**

*It was resolved to:*

*Approve the amendments to financial regulations.*

**22/144 COMMUNITY ENGAGEMENT (Cllr Herbert):**

Councillor Herbert raised the need for effective communication and engagement between SPC and the Scarisbrick Community. The Scarisbrick Village Matters publication has been a

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useful way of reaching every resident but was suspended during the pandemic and there has not been any update on its future.

It is increasingly important to discuss SPC decisions with residents to ensure that the community is aware of what SPC is doing and why. CIL/s106 monies are community money and SPC needs to look at ways to consult with the community on how they are to be spent. There are various ways to communicate such as newsletters, social media, website and noticeboards. Additionally, SPC meetings could be rotated between various locations throughout the Parish.

Councillors agreed that this is an area where SPC needs to improve.

***It was resolved to:***

***Explore the printing and delivery costs of producing a single A4 sheet double sided newsletter on a quarterly basis initially. The intention being to start small and smart and build up gradually.***

***Contact local churches and schools to establish the possibility of accommodation for SPC meetings and related costs.***

***Include a standing agenda item to consider newsletter content at meetings.***

***Consider inviting guest speakers to the annual Parish Assembly meetings***

### **22/145 INTERNET & TELECOMMUNICATIONS (Cllr C Marshall):**

Councillor Marshall gave details of the current Openreach plans to move from copper cabling to fibre in the next 2 years.

The infrastructure in Scarisbrick is not able to support business fibre or fibre to property. If the box is local to the property and up to date this can be achieved but Scarisbrick does not have up to date boxes and Openreach have advised that there is no upgrade planned. There is increased need for reliable broadband due to more people working from home and for business communications.

***It was resolved to:***

***Contact Openreach to establish what the current situation is and when/if an upgrade to the Scarisbrick exchange will happen.***

### **22/146 COMMUNITY INFRASTRUCTURE LEVY (CIL) STRATEGY (Cllr J Herbert):**

The Parish Council receives CIL monies from WLBC to spend on infrastructure which includes transport, open spaces, sport and education and educational facilities. This funding must be spent within 5 years of receipt.

The Council needs to put ideas to the local community and vice versa. Additionally, there could be opportunities for match funding with partners and charities. This could be a useful topic for inclusion in an Autumn newsletter during Sep/Oct.

*It was resolved that:*

*Councillors submit CIL project ideas to the Clerk so that a list can be made for consideration at the September SPC meeting.*

**22/147 WAR MEMORIAL:**

*It was resolved that:*

*The Clerk obtain quotes from Ormsby's for the cleaning/maintenance of the War Memorial along with the installation of a wreath holder.*

**22/148 SCARISBRICK GARDENING COMPETITION 2022 (Cllr Makin):**

Cllr Makin advised that, to date, 3 residents has submitted entries.

Potential independent judges are being approached.

The closing date for entries is 16<sup>th</sup> July, with judging taking place on 23<sup>rd</sup> July.

*It was resolved to change the order of the agenda to consider the seating benches before discussing possible Parish Champion grant funding.*

**22/150 SEATING BENCHES:**

- a) The quotation for the repair of the Turning Lane and Diglake seating benches with recycled plastic slats was considered and it was decided that this is a good alternative to wood as there would be very low ongoing maintenance costs.
- b) The issue in respect of the Turning Lane bench were discussed and it was agreed that the bench should be repaired and a litter/dog bin installed. One resident has complained but a number of other residents have made requests for a litter/dog bin to be installed. Additionally, the bench has been seen to be in regular use including by those visiting the crematorium.

*It was resolved that:*

*The Clerk advise the contractor to complete the repairs to the Turning Lane and Diglake seating benches*

*The Clerk contact WLBC, as the Litter Authority, to confirm that a litter/dog bin is needed.*

**22/149 PARISH CHAMPION GRANT:**

*It was resolved that:*

*The repairs to the seating benches will not require the use of grant monies.*

*The possible application for a Parish Champion Grant be deferred to the September SPC meeting.*

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**22/151 FLOOD EQUIPMENT STORAGE:**

Councillor C Marshall advised of an agreed storage area at St Elizabeth's Church and the Clerk advised of an agreed storage area at the Village Hall.

*It was resolved that:*

*Clerk will obtain prices of suitable secure storage units and installation costs and provide information at the September SPC meeting.*

**22/152 SCARISBRICK VILLAGE MATTERS:**

The SVM magazine was suspended due to the pandemic and an update is needed on future publication.

*It was resolved that:*

*Cllr J Marshall contact the SVM Committee for an update on the current situation.*

**22/153 CLERKS REPORT: FOR INFORMATION**

The Clerk's report was noted

**22/154 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS:**

Cllr C Marshall highlighted the number of recent car thefts within the Parish.

Cllr C Marshall advised that there has been an enquiry regarding the possibility of the installation of a zebra crossing near to St Elizabeth's Church due to the use of the car park by St Mary's School. This will be included on the September SPC agenda for further consideration.

**CLOSURE OF MEETING:** The Chair closed the meeting at 9:30pm.