

SCARISBRICK PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held at ST MARKS PARISH HALL,  
SOUTHPORT RD, SCARISBRICK at 7.30pm on Monday 8<sup>th</sup> January 2024.**

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**PRESENT:**

Councillor A Blundell (in the Chair)  
Councillor C Berks  
Councillor N Makin  
Councillor J Marshall (arrived 7:35pm)  
Councillor A Pickersgill  
Councillor S Roberts  
Councillor G Pratt

Mrs J Smith (Clerk) in attendance

There were no members of the public in attendance.

**24/001 APOLOGIES:**

Apologies were received from Cllr C Marshall and a vote was taken approve the reasons for his absence.

Apologies were also received from County Councillors E Pope and D O'Toole.

*It was resolved to:*

*Approve the reasons given by Cllr C Marshall for his absence.*

**24/002 DECLARATIONS OF INTEREST:**

Cllr Roberts declared a non-pecuniary interest in planning application 2023/1164/PNP.

**24/003 MINUTES:**

*It was resolved that:*

*The minutes of the Parish Council meeting held on 4<sup>th</sup> December 2023 were a true record and should be signed by the Chairman.*

**24/004 ADJOURNMENT OF THE MEETING:**

The meeting was not adjourned.

**24/005 PLANNING (CLLR C BERKS TOOK THE CHAIR):**

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.

The following applications were considered, and resolutions taken as shown:

Reference	Details	Applicant	Address	Resolution
2023/1023/FUL Response Date: 29/12/23 Extension requested to after 8 <sup>th</sup> Jan – agreed.	Proposed Ancillary Accommodation	Mr Michael Bennett	248 Southport Road, Scarisbrick, Southport, Lancashire, PR8 5LF	<i>No Comment</i>
2023/1058/FUL Response Date: 29/12/23 Extension requested to after 8 <sup>th</sup> Jan - agreed	Proposed external alterations	Mr Paul Owen	Sutchs Farm, Southport Road, Scarisbrick, Ormskirk, Lancashire.	<i>Objection: There is insufficient information available on the WLBC portal</i>

# SCARISBRICK PARISH COUNCIL

				<i>(eg site/layout plans) to enable an informed resolution to be made.</i>
2023/1071/FUL Response Date: 29/12/23 Extension requested to after 8 <sup>th</sup> Jan - agreed	Single storey rear extension	Amanda Claeys	64 Turning Lane, Scarisbrick, Southport, Lancashire, PR8 5HY	<b>No Comment</b>
2023/1016/FUL Response Date: 05/01/24 Extension requested to after 8 <sup>th</sup> Jan = agreed	Proposed Replacement office unit to support existing storage and distribution use (including open storage) within Planning Use Class B8	Mr Stuart Oldfield	Lancashire County Engineering Services, Council Depot, Bescar Brow Lane, Scarisbrick, Ormskirk	<b>No Comment</b>
2023/1164/PNP Response Date: 17/01/24 (Cllr Roberts left the meeting whilst this item was discussed).	Application for Determination as to whether Prior Approval is Required for Details - Erection of Steel Portal Framed Agricultural Storage Building	Mr J. Forshaw	Bescar House Farm, 176 Bescar Lane, Scarisbrick, Ormskirk, Lancashire.	<b>No Comment</b>

## 24/006 FINANCE (CLLR BLUNDELL RESUMED THE CHAIR):

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

	Payee	Detail	Amount Payable £ (inc VAT where applicable)	Authority	Payment Type
1	J Smith	The scheduled payment of the Clerk's salary as per contract of employment for January 24.		LGA 1972, s112 (2)	Electronic (due 31st Jan 24)
2	Microsoft	MS365 2 <sup>nd</sup> Dec to 1 <sup>st</sup> Jan. Due 1 <sup>st</sup> Jan.	21.72	LGA 1972, s111 (1)	Charge Card
3	St Marks	Hire of Parish Hall for Jan 24 SPC Meeting	30.00	LGA 1972, s111(1)	Electronic
4	SLCC	Renewal of membership subscription for 2024. Due 1 <sup>st</sup> March 2024	183.00	LGA 1972, s111(1)	Electronic
5	B & Q	Purchase of 2 long hasp padlocks for Southport Rd SPIDs	34.00	LGA 1972, s111(1)	Charge Card
6	Yates Playgrounds	SPID moving Dec 23. Inv 2235	264.00	LGA 1972, s111(1)	Electronic

## 24/007 PARISH COUNCIL NOTICEBOARDS (deferred from 4<sup>th</sup> December SPC Meeting):

There was a further discussion regarding the damage to the SPC noticeboard in the grounds of the Village Hall, and the locations and condition of other SPC noticeboards around the Parish.

It was noted that the Parish noticeboards located at Heaton's Bridge and Scarisbrick Marina are in poor condition,

*It was resolved to:*

***Permit the Scarisbrick Village Hall to remove the damaged noticeboard and gift the metal posts to them for re-use.***

## SCARISBRICK PARISH COUNCIL

***Replace the Parish noticeboards located at Heatons Bridge and at Scarisbrick Marina – Clerk to obtain quotes for purchase and installation.***

***Investigate the possibility of locating a new Parish noticeboard at Bescar Lane station – Clerk to action.***

### **24/008 SPIDS (deferred from 4<sup>th</sup> December SPC Meeting):**

Cllr Berks advised that the Southport Road SPIDs are back on the posts and both are communicating with the cloud service.

The two rotating SPIDs are also communicating with the cloud service and will be moved to the next locations as per the moving schedule. There is an issue with the messaging on one of them which will be resolved as soon as possible.

Cllr J Marshall requested that Cllr Berks advise additional Councillors on how the system operates with the Cloud.

Councillors thanked Cllr Berks for the time and effort he has put in to get the SPIDs upgraded and up and running again.

***It was resolved that:***

***Cllr Berks will advise Cllr J Marshall, and the Clerk, on the Cloud operation of the SPIDs and the downloading of data collected.***

### **24/009 PLANNING PROTOCOL:**

Cllr Pratt requested that amendments to the protocol be considered.

***It was resolved that:***

***The amendment regarding paragraphs 16 and 17 be approved for inclusion in the protocol – Clerk to make amendments.***

### **24/010 PLANNING CONSIDERATIONS:**

Cllr Makin proposed the possibility of forming a Planning Working Group. Such a group could usefully discuss planning applications prior to SPC meetings, but would not make any decisions on them. This would enable a better understanding of each application which could then be discussed by all Councillors before any vote or resolution was made by the Council.

***It was resolved that:***

***A SPC Planning Working Group be convened, chaired by Cllr Makin. Membership of the group is Cllr N Makin, Cllr C Berks, Cllr S Roberts and Cllr G Pratt.***

***Terms of Reference should be drawn up for the Group – Clerk to action.***

### **24/011 REVIEW OF SPC FINANCIAL REGULATIONS & STANDING ORDERS 2024/25:**

The review of the SPC Financial Regulations and Standing Orders 2024/25 confirmed that no amendments were needed.

***It was resolved to:***

***Approve the SPC Financial Regulations and Standing Orders for 2024/25***

### **24/012 SPC RISK ASSESSMENT 2024:**

***It was resolved to:***

***Approve the 2024 SPC Risk Assessment***

## SCARISBRICK PARISH COUNCIL

### **24/013 SPC MEETINGS SCHEDULE JAN24 TO DEC24:**

*It was resolved to:*

*Approve the meetings schedule – Clerk to confirm bookings with venues.*

### **24/014 SPC EVENT DATES 2024:**

The following event dates were considered:

Jan/Feb/Mar: Parish Council Newsletter - preparation, printing, distribution.

7<sup>th</sup> May: Parish Council Annual Assembly

2<sup>nd</sup> June: Civic Service: to be held at St Marks Church (date confirmed by Rev Heaney)

July: Parish Council Gardening and Scarecrow Competitions - Judging Saturday 27<sup>th</sup> and/or Sunday 28<sup>th</sup> July (depending on number of entries)

Jul/Aug/Sep Parish Council Newsletter - preparation, printing, distribution.

Nov: Remembrance Sunday Service - Sunday 10<sup>th</sup> November

Cllr J Marshall proposed that a speaker be invited to the Parish Council Annual Assembly.

*It was resolved to:*

*Approve the 2024 events dates and include these in the next Parish newsletter – Clerk to action.*

*Seek a speaker for the Parish Council Annual Assembly to provide a presentation on an area of local interest  
Clerk to action.*

### **24/015 REVIEW OF SPC POLICIES:**

*It was resolved to:*

*Approve the updated Sickness & Absence, Expenses, and Co-option policies.*

### **24/016 CLERKS REPORT: FOR INFORMATION**

The Clerk's report was noted.

### **24/017 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS:**

Cllr Blundell advised that the towpath at Heatons Bridge is in a very poor state. FEB AGENDA

Cllr Berks raised the possibility of installing a flashing warning sign on Narrowmoss Lane as a means of slowing traffic down in the bend and whether the RTWG could be re-convened to consider this further. FEB AGENDA

The Chairman closed the meeting at 8:35pm