WILPSHIRE PARISH COUNCIL

CLERK: L LUND CHAIRMAN: CLLR CRAIG WARD

ADDRESS: 5 HOLLOWHEAD CLOSE

WILPSHIRE

TEL: 01254 248289

Proceedings at a meeting held on 5 December 2018.

Present: Cllrs C Ward (Chairman), J Bremner (Vice Chairman), A Lund, A Gaffney, M Williams, Julie Foote

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| Min No |  | Action |
| 4821 | Chairman’s Welcome  The Chairman welcomed everyone to the meeting. |  |
| 4822 | Apologies for absence  Apologies for absence were received from Cllr James Foote and D Briffett |  |
| 4823 | Public Participation (maximum of 15 minutes) (each speaker is allowed 3 minutes).  None |  |
| 4824 | Declarations of interest  Cllr Julie Foote item 14 – Lunch Club |  |
| 4825 | Procedure – code of conduct - noted |  |
| 4826 | Approval of the minutes of the meeting held on 31 December 2018.  The minutes were approved as a true record – all councillors were in favour of this. |  |
| 4827 | Updates from previous minutes  Min 4812 following one business not being able to have a Xmas tree the Wilpshire Hotel were asked if they wanted another one but decided to have one tree only.  Min 4814 – website – the site will be updated and backed up on 3 December 2018. The website seemed to be ok at the moment.  Min 4810 – Footpaths – Cllr Gaffney reported that he had attended the Copster Green and Salesbury Commons committee to confirm their permission to store the stone on the common for a temporary period whilst the footpaths were being upgraded. It had been agreed that the stone would be stored on the hard standing however there had been a discussion about the stone being stored at the opposite side, following further discussion it was agreed that the stone could be stored at the original location on the hard standing. Steve Williams, LCC had requested a meeting with Cllr Gaffney re Footpath 9 (going up to the Golf Course.)  Min4813 DRPA – work to the gate was scheduled for Thursday 6 December.  Remembrance Sunday – Disappointment had been shown by some residents that Wilpshire did not commemorate the WW1 centenary in comparison with neighbouring parishes. It was pointed out that the parish lay a wreath each year at the obelisk at the Methodist church on behalf of the parish.Cllr Julie Foote also mentioned that WPC had put red white and blue flowers in the Wilpshire triangle. Cllr Gaffney had also been contacted by a resident who had, for a donation to Help the Heroes purchased a Tommy figure and asked if it could be put near the railings on the triangle in future years. | Tommy – next agenda |
| 4828 | Accounts for approval  L Lund October Salary £452.14 x 2– tax £180.84 = £723.44 101975  HMRC £180.84 101976  Chris Walton C0003366 £511.52 October 2018 101977  Chris Walton C0003355 £411.44 September 2018 101978  J Omerod £25.00 101974  Mill House Nursery £108.00 (6 trees – 4 x businesses, the clerk and Cllr Julie Foote had purchased the extra trees at cost price. 101979  Rob Tomlinson - £80.00 – collecting and putting up the xmas trees 101980 |  |
| 4829 | PLANNING APPLICATIONS SINCE THE LAST MEETING  Plannjng Application no: 3/2018/1032  Proposal:  outline consent for the demolition of existing garage and construction of one new dwelling including details of access with all other matters reserved. Resubmission of planning application 3/2018/0723.  Location: Pyethorn Meadows 150 Whalley Road Wilpshire BB1 9LJ  WPC – No objections providing that highway and visibility standards are met  ----------------------------------------------------------------------------------------------------------  Planning Application No: 3/2018/1051  Proposal: Change of use of one ground floor room to a dog grooming salon.  Location: 42 Durham Road Wilpshire BB1 9NH  WPC- Wilpshire Parish Council is concerned about the amenity of the next door neighbour at 40 Durham Road in respect of the side entrance to the property. However, if permission should be granted the Council would ask that this is conditioned to allow no more than 3 dogs per day (as per the noise report submitted with the application) and also that a personal permission condition is attached.  ----------------------------------------------------------------------------------------------------------------  3/2018/ 0829  Proposal: Proposed conversion of detached garage in to granny flat with the raising duo pitch roof to form first floor dormer extension  Location: Raven Lodge,12 Ribchester Road, Wilpshire  WPC – Wilpshire Parish Council have concerns about the velux windows in the roof and would request that is permission is granted a condition is attached for the windows to be opaque/frosted glass. The Council have also noticed that bat droppings have been found in the vicinity and would also ask that if permission is granted a condition is attached that work should start after the optimum season. |  |
| 4830 | Meetings attended by Councillors  Cllr Bremner attended the PCL meeting  A meeting of Parish Clerks and Chairmen is to be arranged.  Neighbourhood Plans  A presentation was done by Colin Hirst in regards to Neighbourhood Plans and there was further guidance on the RVBC website.  Lancashire Nursing Trust  Providing financial assistance and emergency grants for the sick and needy and community nurses. Leaflet emailed to put on the notice board.  Matters Brought Forward by Parish Councils  Whalley PC is very unhappy about the number and extent of late night licences because of the noise and general nuisance. It was explained that licensing was a ‘permissive’ regime usually granted unless there are objections to an application.  The Council said that there was a need for a procedure to check licencing applications within Wilpshire – it was resolved that the Clerk check the RVBC website on a weekly basis.  It was announced that Lancashire PCC would be attending the next meeting and it was likely that the Borough solicitor, Diane Rice would also be attending. |  |
| 4831 | ISSUES IN WILPSHIRE – Cllr Bremner asked for any policing issues that the Council wanted to bring to the Crime Commissioners attention. Cllr Gaffney said that he had been contacted by a resident from a neighbouring parish in respect of concerns over crime. Cllr Gaffney also reported on a recent case of verbal abuse on Vicarage Lane. It was agreed for Cllr Bremner to ask for more policing in the form of policing patrols in order to tackle escalating crime (burglaries etc) Cllr Williams added that the police presence was required primarily at night and that people should be encouraged to report incidents to the police and submit any CCTV evidence if available.  Cllr Gaffney would put together an article for the newsletter.  It was suggested to invite the Community Policeman to the next PC meeting. | Cllr Bremner to represent WPC at Parish Council Liaison and put forward concerns  Cllr Gaffney – article for newsletter |
| 4832 | Item 20 was moved up the agenda - Updates from County Council  Cllr Schofield reported that resurfacing of Sunnyside Avenue was done last month and the whole length had been done to Lyndale Avenue.  Cllr Schofield was to ask that the junction at The Hollies and Anderson Road to be inspected.  The Chairman asked if the bridge at the bottom of Parsonage Road could be looked at again as it was flooding. Cllr Schofield said that following discussions in the past it was the responsibility of Blackburn with Darwen.  The stepping stones at Wilpshire Glen also needed attention – these were also under the responsibility of Blackburn with Darwen BC.  Cllr Bremner mentioned that the railing at the Traffic Lights (at the railway side was down) - Cllr Bremner would report this on the Report It site. | Clerk to email Blackburn with Darwen BC |
| 4833 | Item 24 moved up the agenda – LCC Pay and Display  Cllr Bremner asked if this would be coming up for public consultation. Cllr Schofield answered that this item had been included as and appendix D to a money matters report to a meeting held on 3 December and was a part 1 item and that the minutes should now be available on the LCC website. Appendix D items were not subject to public consultation but would be advertised. He also mentioned that LCC Services were being looked at for savings.  Highways concerns could be sent to [Keith.Iddon@lancashire.gov.uk](mailto:Keith.Iddon@lancashire.gov.uk) |  |
| 4834 | Website   * Items for the website – lunch club dates – Cllr Julie Foote | Cllr Julie Foote |
| 4835 | Wilpshire in Bloom – the Clerk reported that she had been contacted by a resident who was interested in this. The Chairman said it should not be a Council run project but that the Council would look at any requests for funding. The Clerk would contact the resident and propose to meet prior to the next meeting on 16 January to discuss any plans. Interested Cllrs would also be invited to attend. | Clerk |
| 4836 | Wilpshire Lunch Club – request for donation Cllr Julie Foote gave the following information each person paid £3.50 each and the room hire cost was £16 per session she then left the room.  Resolved: Defer to January when all donation requests would be looked at | Next agenda |
| 4837 | Xmas Tree scheme – trees were up. New lights were up at Wilpshire Hotel, Butchers and Right at Home. Last years lights had been put up at the photographers due to problem with mains lighting. |  |
| 4838 | Durham Road Play Area – outstanding works  As reported in updates to minutes the large gate was scheduled to be replaced on Thursday 6 December.  In between meetings the Council had been alerted to a problem found at another play area concerned razor blades being put on play equipment. Cllr Bremner had been down to the play area and confirmed that at that time the area was ok. The Lengthsman had also been made aware to check this. Cllr Bremner informed the Council that the safety surface was slippy – Cllr Gaffney said that in the past he had dealt with it providing that the Council reimbursed him for the salt. This was aagreed. | Cllr Gaffney to sort out the safety surface. |
| 4839 | Parish Council Website – It will be updated and backed up on 3 December 2018 – this seems to have worked. |  |
| 4840 | Precept 19/20 – Bank reconciliation to 25 October 2018  Proposed budget 2019/2020 was agreed:   |  |  | | --- | --- | | BUDGET HEADING | AMOUNT | | CLERK (4% ADDED IN) | 5650.00 | | LENGTHSMAN | 6000.00 | | PATHS | 1500.00 | | PLAY AREA – GRASS CUTTING £750.00 | 2000.00 | | INSURANCE BNIB | 750.00 | | LALC | 450.00 | | DONATIONS | 1200.00 | | ALLIANZ FRAGMENTATION POLICY | 630.00 | |  |  | |  |  | |  |  | | TOTAL | 18180.00 |   Cllr Bremner mentioned that the Play ‘Area was in need of an overhaul and the Council should start preparing for this. Cllr Gaffney mentioned that in respect of footpaths the back of Woodcrest back alley in winter was very muddy and that this path is well used. To upgrade it would take around 20 tonnes of stone plus labour costs (approx. £1000).  Further information was given in respect of how % increases would affect the precept figure:  Information for 2018/19 was:  Precept 18/19 17,476  Tax Base 18/19 was 1,078  Band D charge 18/19 16.21  The tax base for 19/20 is 1082  Projection of % increases on current band D charge would be as follows:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Band D 18/19 | X % | Band D 19/20 | X tax base | Would give Precept of | | 16.21 | 1% | 16.37 | 1082 | 17712 | | 16.21 | 2% | 16.53 | 1082 | 17885 | | 16.21 | 3% | 16.69 | 1082 | 18058 | | 16.21 | 4% | 16.85 | 1082 | 18231 | | 16.21 | 5% | 17.02 | 1082 | 18415 |   Following discussion Cllr Gaffney proposed a 5% increase in the precept this was seconded by Cllr Williams.  A Vote was taken: 4 for / 1 abstained |  |
| 4841 | Report of Clerk – The Clerk had attended a LALC Finance Course. The content of the course was concerned with the Annual Audit and financial controls. The annual AGAR was discussed in detail. Governance statements were also discussed and an item would be put on the January agenda. | Next Agenda |
| 4842 | AGM 2019 – Date change to 15 May 2019 – this is because it is an election year and it has to be held within 14 days of the election. | Clerk to check with RVBC the election date |
| 4843 | Concurrent Function Grant 2017/18 this has been submitted to RVBC | Clerk to report back to Council when offer received |
| 4844 | Newsletter 2019 – letters and emails to be sent requesting articles – clerk. Cllr Bremner had contacted businesses. |  |
| 4845 | Next meeting – 16 January 2019 Next agenda Asset Register/Insurance/Risk Assessment/Donations/Request to put Tommy in triangle at Remembrance time |  |
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