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WILPSHIRE PARISH COUNCIL

CLERK: L LUND

CHAIRMAN: CLLR CRAIG WARD

ADDRESS: 5 HOLLOWHEAD CLOSE
WILPSHIRE

TEL: 01254 248289

Proceedings at a meeting held on 26 June 2019

Present: Cllrs J Bremner (Chairman), D Briffett, A Gaffney and A Lund(left the meeting at 8.25pm item 9 planning applications)

Min No		Action
3958	Apologies for absence Apologies for absence were received from Cllr J Foote, Cllr M Williams & Cllr C Ward	
3959	Approval of the minutes of the meeting held on 8 May 2019. The minutes were approved as a true record Proposed Cllr Lund Seconded Cllr Bremner	
3960	Vacancy parish council – there had been two expressions of interest After discussion it was agreed that the way forward would be to: Ask both parties to send in a letter of application outlining what they thought the role of councillor was and how they could contribute to the parish council. Following the receipt of the letters an informal interview would be arranged. Timings – letters to be received by 15 July and circulated to all councillors. Candidates to be invited to attend informal interview (at 7pm & 7.15pm respectively) on the night of the proposed next meeting – 31 July 2019. Cllr Bremner would speak with Cllr Ward in regards to the structure of the interviews. A decision would then be made that evening and the successful candidate informed.	
3961	Updates from previous minutes Min 4931 repair to wooden trail DRPA – delay due to weather. Engineers report sent to them to quote for identified repairs when fixing the wooden trail.- this should be chased up by the Clerk. Min 4927 Bench top Hollowhead Close – no update as yet Min 3955 Bench Hollowhead Lane – refurbishment completed Min3953 – grass cutting DRPA – this would be discussed under agenda item 12 Hollowhead Lane – email to Cllr Schofield are LCC going to re chip the Lane prior to any other works	

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3962	<p>Internal Audit report The internal audit report was received by the parish council and 3 matters had been raised:</p> <ol style="list-style-type: none"> 1. Back pay for the Clerk . The Clerk seems to have been marginally underpaid. 2. Overpayment by £23.56 to HMRC to be corrected in current year. 3. VAT for 2018/19 totalling £432.03 to be claimed back in 2019/20 – the Clerk confirmed that this had already been sent off but not received as yet. 	
3963	<p>To approve and sign the annual governance statement The Clerk read the statement to the councillors and this approved by the council and signed by the Chairman and the Clerk.</p>	
3964	<p>To approve and sign the annual accounts statement The annual accounts statement was approved by the Council and signed by the Chairman and the Clerk The Council certified itself as Exempt as neither receipts or expenditure was over £25,000. The Exemption Certificate was approved by the Council to be sent to the external auditors and was then signed by the Chairman and the Clerk.</p>	
3965	<p>To note the advertisement dates during which electors and other interested persons may exercise their rights relating to the annual accounts. Advertisement dates Monday 1 July 2019 to Friday 9 August 2019. This would be displayed on the parish noticeboard from Friday 28 June and put onto the Council website. This was duly noted by the Council.</p>	
3966	<p>PLANNING APPLICATIONS SINCE THE LAST MEETING</p> <p>3/2019/0496 - Alteration to façade including new doorway and entrance at lower ground floor level and provision of an extended ramp access and steps to the new entrance at The Homestead, Whalley Road, Wilpshire</p> <p>WPC – no objection</p> <p>3/2019/0432 Application for a single storey wooden garden shed with apex roof at Holly Bank, 8 Whalley Road, Wilpshire</p> <p>WPC – no objection</p> <p>3/2019/0413 – 2 storey side extension and 2 storey rear extension at Little Acres, 26A Whalley Road Wilpshire</p> <p>WPC – concerns over the scale of the development. It is also noted that there has been some tree felling – the parish council is aware that there are TPOs on the site and would ask the extent of the TPO is checked in regards to this.</p>	
3967	<p>Meetings attended by Councillors Cllr Bremner attended the Parish Council Liaison meeting at RVBC and matters discussed included:</p> <p>A presentation by Dilys Day (RVBC) in regards to lunch clubs and regular events . At present there was a lack of volunteers putting the future of these services in doubt. The stigma of lunch clubs was that they were for the aged however, there has been a recent trial in Whalley of a ‘meet and eat’ project – this is where a commercial</p>	

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	<p>premises provide a meal at a set price and anyone can go along. There may be other establishments in parishes willing to do this</p> <p>Community Safety Partnership – matters being discussed at present included, substance abuse, domestic abuse and knife crime. There was also a shop watch scheme being set up in Clitheroe and Longridge.</p> <p>Wiswell queried proposals for unitary authorities.</p> <p>BT phone boxes – these are again under review. Wilpshire needed to check if the phone point on Whalley Road is working and also be aware if a sticker appears on it.</p> <p>Lottery funding – Pendle Hill improving paths and a shelter had also been put there.</p> <p>Bus Service 280 – RVBC has contributed to the subsidy of this service. A letter is to be sent to the Government concerning Rural Bus Services and the demise of the same.</p> <p>Future topics for PCL would include Carbon Neutral reviewing and recycling of plastics. Cllr Bremner also brought up monitoring of holiday lets – this would also be discussed at a future meeting.</p>	
3968	<p>Items for the website</p> <p>Cold calling article from the Clitheroe Advertiser</p> <p>Plans/maps of TPOs in the area</p> <p>Reporting of dog fouling offenders who do not pick up</p> <p>Planning Applications – to be taken off as these appear on the agenda and also in the minutes.</p>	
3969	<p>DRPA – trees – the Council was reminded to inspect the condition of the trees when at the Play Area and to notify the Clerk if there were any concerns. A professional would be engaged for works or examination if this was necessary. An inspection sheet would be kept by the Clerk.</p> <p>Grass cutting at DRPA – Cllr Bremner raised concern in regards to the state of parts of this field. A conversion had taken place with a resident in regards the moving of grass cuttings into piles which left brown patches underneath. This situation would be monitored by the parish council.</p>	
3970	<p>Accounts for approval</p> <p>L Lund June Salary £470.40 – tax £94.08 = £376.32 cheque 102016</p> <p>HMRC £94.08 – overpayment 22.56 = £71.52 cheque 102017</p> <p>C Walton £405.88 April invoice C0003436 cheque 102015</p> <p>Paul Mollart invoice 15 emergency repairs to fencing DRPA £100.00 Cheque 102019</p> <p>L Pickering internal audit - £170.00 cheque 102018</p> <p>C Walton £316.92 inv. C0003439 cheque 1020020</p>	
3971	<p>Highway issues – County Cllr Schofield took the matters forward:</p> <p>Junction Warning Sign needed at: Junction Hollowhead Lane/Parsonage Road</p>	

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	<p>On the approach towards Wilpshire prior to junction with York Road – a ‘slow’ on the road was needed.</p> <p>Hollowhead Lane – previously LCC engineers had agreed to paint slow signs on road and also re surface dress it – there was now white lines appearing and the Council wanted to know whether the lane was to be ‘redressed’ following the problems last year prior to any other works being done on it.</p> <p>HGV signs top Hollowhead Lane – liaison between LCC/RVBC/Blackburn with Darwen taking place</p>	Clerk to email Cllr Schofield
3972	LCC Public Rights of Way Local Delivery Scheme 2019/20 – Cllr Gaffney has expressed an interest for WPC . The grant hadn’t been received as yet and if not received on the next bank statement Cllr Gaffney would chase it up.	
3973	<p>Dog Fouling – Areas of concern were Vicarage Lane, near to Wilpshire Lane Farm, the ginnel between The Hazels and The Common. Cllr Gaffney explained the procedure for reporting offenders:</p> <p>Observe it- no need to confront offender Identify who they are and where they are Contact the dog warden at RVBC Do a statement of events The offender will then be fined £100 – if this is not paid it will increase to £1000.</p> <p>Hedge – empty house top of Somerset Avenue, Whalley Road end – there had been a complaint about the hedge overhanging the pavement–Hedge – the Clerk would contact LCC</p> <p>A query was raised in respect of Council Tax levied on empty houses which had been unoccupied for over 6 months – Clerk would check with RVBC</p> <p>hedge at top of Durham Drive - Cllr Gaffney to make personal contact with owners</p>	
3974	Next meeting – 7 August 2019	

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