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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 virtual meeting held on Skype on 5 May 2021.

Present: Cllrs C Ward (Chairman) J Bremner (Vice Chairman) C Cotton-Ambler A Gaffney J Foote D Coleman

D Briffett (19:37) + one member of the public Mr Gaines (left the meeting at 20:07hrs)

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| Min No |  |  |
| 4330 | Chairman’s welcome  The Chairman opened the meeting at 19:32hrs and welcomed everyone to the meeting and explained that if a member of the public wished to speak then this should be done during the public participation session.  As this was the Annual Meeting of the Council Cllr Ward asked for nominations for Chairman of the Parish Council for the next 12 months. |  |
| 4331 | Election of Chairman for the next 12 months.  Cllr Bremner nominated Cllr Ward and this was seconded by Cllr Foote.  Cllr Ward was duly elected as Chairman of Wilpshire Parish Council for the next 12 months. |  |
| 4332 | Public participation  None |  |
| 4333 | Apologies for absence  An apology for absence was received from Borough Cllr S Bibby |  |
| 4334 | Election of Vice Chairman for the next 12 months  Cllr Gaffney nominated Cllr Bremner and this was seconded by Cllr Cotton-Ambler  Cllr Bremner was duly elected as Vice Chairman of Wilpshire Parish Council for the next 12 months. |  |
| 4335 | Approval of the minutes of the meeting held on 21 April 2021  The minutes were approved as a true record.  Proposed Cllr Foote Seconded Cllr Cotton Ambler |  |
| 4336 | Updates and items arising from previous minutes  .  Min 4283 New Website –ongoing  Min 4282 Repair to Bench York Road/Parsonage Road – Cllr Gaffney had looked at the bench and felt that it needed concrete underneath to support it. The bench was hollow underneath so no shuttering was necessary, Cllr Gaffney offered to contact Paul Mollart to quote for the job. Cllr Ward said he would email the original builder, who had offered to do the job for free, again and if it wasn’t done in one month then the other contractor could be contacted.  Litter Bins – there is no allowance per parish, RVBC not providing anymore at present but are undertaking a review.  Bowland Pennine Moutain Resuce Team – thank you letter for donation received.Last year saw their record number of callouts, including one taking every piece of ageing rescue rope that they carry, so WPC donation will be of a great help to them.  Cllr Bremner felt that there was a lack of consistency in the minutes in regards to who said what. The Clerk asked how the Council wanted the minutes she further explained that when relevant cllr names where put in although the minutes were not verbatim they were to give a record of proceedings. The Clerk also commented that the draft minutes were circulated to all cllrs for any comments/additions or amendments. |  |
| 4337 | Signatories for bank/building society    It was agreed by Council for the following Cllrs to remain as signatories for the Bank and Building Society accounts:  Cllr Ward, Bremner and Briffett |  |
| 4338 | Membership/representation on other bodies  It was agreed that the following Cllrs would represent the Council on other bodies:  Salesbury Memorial Hall Committee - Cllr Ward  LALC – Area Committee -Cllr Gaffney  Parish Council Liaison – RVBC Cllr Bremner /Cllr Gaffney (if Cllr Bremner is unable to attend) |  |

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| 4339 | Issues at Durham Road Play Area inspected by the lengthsman on 4/3/2021, 10/3/2021,15/3/2021,22/3/2021  **(i) Monitoring**    fencing  Wooden Trail  Culvert Area  **(ii) Action Required –** see Engineer’s report below  (iii) **Anti Social behaviour – Cllr Bremner said there were signs of anti social behaviour and PCSO Pemberton should be kept aware of this. Cllrs were also aware of other anti social behaviour occurring around the Parish.**  (iv) **Engineers report** – as per inspection 17/03/2021 – update on works required  **General Area**  Requires attention – fence rotting at various base uprights and some cross members insecure, all around perimeter – **Playground Safety Surveys asked to give a quotation to provide a new perimeter fence – 27/04/2021.** Large nails exposed directly behind goals, 3 upright posts from tree – **Cllr Gaffney has sorted these out**.  **Fence – Cllrs Coleman and Bremner had visited the site and felt that certain areas needed doing Cllr Coleman offered to do these as a temporary measure giving free labour just materials cost. He added he could work on small areas to replace the rotten bits. Other areas needed a contractor to view. Cllr Bremner felt that a new fence should be put where the original was .Cllr Ward suggested a sub- committee was formed to agree what the they could do and what a contractor would be required for. The sub committee was agreed – Cllrs Coleman/Bremner and Cotton-Ambler.**  Damaged No Ball Games signage – **Playground Safety Surveys asked to provide a quotation for the damaged ‘No Ball Games sign – 27/04/2021.**  Recommendations consideration to the rubber matting wooden retainers/perimeters being replaced where applicable.  Observation – incorporating bin and bench parkside, goals green side. Sagging Gate, upon entry to goal area – Playground Safety Surveys asked to repair at the same time as the swings – 27/04/2021.  ------------------------------------  **Twin Toddler Swing** – recommend top anchor bolts connecting shackles are checked and/or replaced. – **Playground Safety Surveys instructed to repair 27/04/2021. Cllr Bremner said that the pivoting was moving freely**  ------------------------------------  **9 step slide** – nothing  ------------------------------------  **Pig** – recommend flacking paint to be removed and exposed metal treated and painted to prevent any further deterioration. Observation – uneven matting and cracking evident. Wooden perimeter planks damaged/missing. Surface corrosion evident at underside of seat. Flaking paint.  ------------------------------------  **Twin Swing** – recommend top anchor bolts connecting shackles are checked and/or replaced. **Playground Safety Surveys instructed to repair 27/04/2021. Cllr Bremner said that the pivoting was moving freely**  ------------------------------------  **Balance set 1** – observation – incorporating disc balance, weave balance, steppers, rope balance and wall transfer.  ------------------------------------  **Balance set 2** – observation – new walkway activity, bridge steppers, roller, walkway and zig zag balance.  Twin Spring Parrot – observation – uneven matting and cracking evident. Paint flaking on spring mounts at underside of platform. |  |

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| 4340 | Items for the website  None |  |
| 4341 | Accounts approved for payment  L Lund May 2021 salary £470.90 – tax £94.00 = £376.90 cheque no102143  HMRC tax £94.00 cheque no 102144  Wilpshire Methodist Church donation (rent) 2020/21 £175.00 as per minute no 4315 cheque no 102145  C Walton C0003724 £349.22 March 2021 visits cheque no 102146  L Lund reimbursement book of stamps £7.92 12 x 2nd class |  |
| 4342 | Planning Applications since the last meeting  Cllr Cotton-Ambler declared an interest in the Planning application 3/2021/0381  Planning application 3/2021/0381 The application is for the proposed fitting of three rooflights onto the south-facing roof elevation at Wilpshire Lane Cottage, Vicarage Lane, Wilpshire BB1 9HY  WPC: No comments Consultation on planning application, 3/2021/0378 The application is for - Demolition of the existing stable structure and erection of a detached holiday cottage. Jersey Farm Knowsley Road Wilpshire BB1 9PX WPC: The development is in a prominent position and should permission be granted the Parish Council would ask the officer to secure a landscaping plan. The Parish Council would also ask that a condition is added in regards to a guest register being kept and also the length of stay allowed at the holiday cottage. |  |
| 4343 | Drainage Review – following heavy rainfall in February  Drains update:-  Bus Stop Sunnyside Ave – no update due to lack of heavy rainfall | Cllr Bremner |
| 4344 | Meetings attended by Councillors  None |  |
| 4345 | Lengthsman – Council to agree duties and contract renewal  Timesheet – for approval – Council had agreed the format and the timesheet had been amended to include the benches  Contract due for renewal May 2021 – the Council agreed to renew the contract to C Walton. | Noted |
| 4346 | Footpath Matters  i) Footpath Survey  ii) Request to LCC for kissing gates on FP to Snodworth – email from David Goode LCC suggestion to use the PROW monies to do this. Further email sent expressing disappointment at the reply and advising that the PC have spent around £1500 last year improving paths and asking that the request is reconsidered. A reply is awaited. The Chairman reminded everyone that this path was well used and is part of the Lancashire Way. Should the Council decide to do them Cllr Gaffney had already received approximate prices from the contractor, Paul Mollart, some time ago. It was possible the Council could apply for grants from LEF funds, the Parish Champion, LCC and also include on the Concurrent Function Grant application. | Cllr Ward |
| 4347 | Arrangements for forthcoming meetings  The legislation for virtual meetings ceases on 7 May and the Government said that all authority meetings should be face to face and this could start from 17 May . Cllr Cotton-Ambler said that if a cllr couldn’t attend for H & S reasons then they could always email any comments on agenda items. A discussion took place and Cllr Bremner said the Council should have a protocol in place prior to meetings taking place.  It was resolved that the Clerk would draw up a draft protocol and circulate to cllrs. She would also make enquiries with the Methodist Church re their protocol. | Clerk |
| 4348 | Vacancy for Parish Councillor  Notice posted 25 April 2021 and RVBC notified of Gary Shulman’s resignation | Noted |
| 4349 | For Councillors to approve and adopt Wilpshire Model Standing Orders  It was resolved to adopt the Wilpshire Model Standing Orders |  |
| 4350 | Arrangements for the Annual Audit – Accounts and Governance Return  Permission for instructing the internal auditor – this was agreed. The internal audit is booked for the 25 May 2021 |  |
| 4351 | Training for the Clerk – request from Salesbury PC to share the cost  2 courses Cyber Security £58.80and Finance £30.00  It was agreed to share the cost with Salesbury PC | Clerk to inform Salesbury PC |
| 4352 | Delegation to Clerk and Cllrs ……. re items: (to be decided at the meeting) until the next meeting of the Council  Urgent matters – Cllr Ward/Cllr Bremner and the Clerk  The gate – Cllr Gaffney  Fence – DRPA the sub committee – Cllrs Coleman/Bremner/Cotton-Ambler |  |
| 4353 | Next meeting – 23 June 2021 – meeting to approve annual accounts and governance statement and the certificate of exemption.  The meeting closed at 20:40hrs. |  |