WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

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Proceedings at a meeting held on 3 November 2021.

Present: Cllrs C Ward [Chairman] A Gaffney [Vice Chairman] J Foote M Edwards T Westwell Clerk – Lesley Lund and Mr and Mrs Edwards [ item 4 -public participation]

The agenda is set out below.

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| Min No |  | Action |
| 4419 | Chairman’s welcome  The Chairman welcomed everyone to the meeting. The Chairman informed the Council that he had received he resignation of Catherine Cotton-Ambler. |  |
| 4420 | Apologies for absence  Cllr Briffett [medical appointment] |  |
| 4421 | Declarations of interest  ***Clerk*** – item 29 |  |
| 4422 | Public participation the Chairman closed the meeting at 19:31  Mr & Mrs Edwards spoke in regards to the planning application 3/2021/1054 - 23 Whalley Road  The photographic studio had been on the market for some time but had not been sold. Mr & Mrs Edwards had looked at various options for the building but felt the best option would be conversion to residential [3 x 2 bedroomed flats].  A traffic report had been done and there were 3 parking spaces already there. The report had been submitted as part of the planning application. They felt that a commercial business would probably have more impact on parking and if the building was left empty for a longer period then it would become an eyesore. The property had been empty for 3 years.  Councillors asked several questions:  What was the estimated selling price for the flats Ans - £130-140,000  Parking – cars parked on the forecourt seemed to obstruct the pavement. Parking spaces should be 2.4 x 4.8m one space in front of the main window was only 4m long however if the bay window was out that it would give enough space. Ans -It was thought that this had been accepted as a parking area for the commercial business.  Meting opened 19:48 |  |
| 4423 | Approval of the minutes of the meeting held on 29 September 2021 and any updates  The minutes were approved as a true record  Proposed Cllr Edwards Seconded Cllr Westwell  Update Wilpshire Glen – Lengthsman is strimming it and will send an invoice |  |
| 4424 | Knowsley Road – Road Safety/Speeding  Update from Cllr Edwards and discussion on the way forward  Emails had been sent to Cllr Schofield and LCC but no response had been received to date. Cllr Edwards would chase it up. PCSO Pemberton had not been on Knowsley Road yet in regards to speeding but had been on Whalley Road. | Cllr Edwards will chase up replies |
| 4425 | Remembrance –  1, Clerk was approved to purchase a wreath up to a cost of £45.00  2 Cllrs Gaffney and Ward to attend the Remembrance service at Wilpshire Methodist Church on 14 November 021  3. Cllr Gaffney would arrange to put the Tommy up and also the Poppies. |  |
| 4426 | Planning Applications  Consultation on planning application 3/2021/1054 23 Whalley Road, Wilpshire BB1 9LQ  Proposed change of use and exterior alterations of a former photography studio (Use Class E) to three flats (Use class C3) and associated infrastructure.  Wilpshire Parish Council support this application, in so far as, it is making use of a neglected building but have concerns about parking and the size of parking spaces so that the pavement is not obstructed when vehicles are parked there.  Consultation on 3/221/944 Winton, Whalley Road, Willpshire retention of unauthorised existing outbuilding containers on site used as ancillary leisure space for Winton House  Wilpshire Parish Council have no objection to the proposed use as stated in the planning application. |  |
| 4427 | Mandate change – the bank mandate had been sent off. The clerk would take the building society mandate into the local branch – noted by Council |  |
| 4428 | Meetings attended by Cllrs  Cllr Westwell to attend forthcoming PCL meeting  Code of Conduct training – Cllrs Westwell, Edwards, Gaffney, Clerk to attend forthcoming training sessions | Report back to the next meeting |
| 4429 | Accounts for approval  L Lund reimbursement for plants and bulbs for the Wilpshire Triangle £47.92 cheque no 102172  L Lund October salary £470.90 – tax £94.00 = £376.90 cheque no 102174  L Lund November salary £470.90 – tax £94.00 = £376.90 cheque no 102175  HMRC £94.00 cheque 102176  C Walton C0008797 £257.62 no 102173  C Ward reimbursement for £9.50 paint for the bench on Hollowhead Lane cheque 102179  Cheques rewritten for S Johnson £137.5 xmas trees as the cheque is uncashed and over 6 months old – clerk contacted S Johnson prior to rewriting the cheque.102177  L Lund £271.11 –tax 44.63 = £226.37 [ extra hours worked due to complaints and FOIs to date] cheque 102178  Unanimously approved for payment |  |
| 4430 | Litter bin Knowsley Road – bin allocation is still ongoing – to note an update on the bins situation has been requested by WPC at the PCL Committee . It was also noted that the bin at the turning circle was always full and also the bin at the Railway Station. |  |
| 4431 | Footpath Matters  A section of FP 5 bottom of Vicarage Lane, where the planking is rotting / parts of FP 25 adjacent to no 15 Hollowhead Ave / parts of FP 26, identified last year. Cllr Gaffney had obtained a new quotation for 20 tonnes stone – £1800.00 he had gained permission to keep the stone at the Cricket Club ground. Permission from householders and Mark Beveridge cross land was required. This could also be claimed on the Concurrent Function Grant so Council would hope to get 25% of the cost back.  A vote was taken to proceed this was unanimously approved. | Cllr Gaffney would keep Council updated |
| 4432 | Fence at DRPP quoted by Paul Mollart.-Update if a price is available a vote will be required by cllrs  Price of already agreed at a previous meeting £963.40. The fence would be done as soon as the contractor could fit it in done at the approved price with a cost of £10-15. Added for the extra posts as discussed and agreed previously. This was noted by the Council | Cllr Gaffney would keep Council updated |
| 4433 | LEF Grant £1000.00 received – this was noted by the Council | Item complete and to be taken off the agenda |
| 4434 | Traffic Light Garden – winter planting now in the triangle and tulip bulbs also in – this was noted by the Council | Item complete and to be taken off the agenda |
| 4435 | Bank reconciliation to 24 September 2021 and 25 October – noted by the Council | Noted |
| 4436 | Xmas trees - Council to discuss provision of trees to businesses cost will be £55 each this includes erection, putting the lights on and taking down – Clerk suggests an application for a grant to the Parish Champion – votes required:  1.Do the Council wish to provide the trees?Yes Clerk to ask businesses  2.Clerk to put in a grant to the Parish Champion for 50% of the cost? Yes  3.Do the Council wish to provide new coloured lights for the trees? Yes LED mains  4.Clerk to put in a Xmas lights grant to RVBC for 50% of the cost? Yes  Vote taken – unanimously approved |  |
| 4437 | Vacancy – the Clerk said there had been two enquiries so far.  New Vacancy [Cllr Cotton – Ambler ]– will be notified to Ribble Valley Borough Council and advertised from 10 November if there is no call for an election after 14 working days then the Council can co-opt . | Clerk to keep Council informed Next Agenda |
| 4438 | RVBC Local Plan Review – Statement of Community Involvement – as part of the WPC response: update on PC response:  Wilpshire PC asked that RVBC Planning Committee consider increasing the number of public speakers at planning meetings to two on each side with a minimum of 5 minutes each upto a maximum of 15 minutes speaking for the most controversial of cases or as decided by the Planning Committee Chair.  A report went to the Planning and Development Committee held on 21 October 2021 in respect of Entitled Public Speaking at Planning and Development Committee link below:  <https://democracy.ribblevalley.gov.uk/ieListDocuments.aspx?CId=144&MId=291&Ver=4>  This was noted by the Council | Item complete take off the agenda |
| 4439 | Jubilee Celebrations – an email received from C-L-D parish council :  At Clayton le Dale PC meeting Jubilee celebrations had been discussed  and CLD whether WPC, SPC and CLD PC could join perhaps in a floral tribute etc.  As previously discussed the Council will be doing a red white and blue floral display in the Wilpshire Triangle and displaying some bunting | Clerk to email CLD and add item to the February agenda |
| 4440 | Bench York Road – repair will be done as soon as Contractor is able to fit it in.  Update noted | Next Agenda for progress |
| 4441 | Durham Road Play Area –   1. Special Equipment – Cllr Foote update the Council he had been advised that wooden equipment should be left unpainted and any metal equipment painted grey this helps with autism issues. 2. Update from Cllr Edwards informed the Council that St Mary’s School were anxious to be involved was suggested that any plans given by play area companies should be dropped off to local schools for comments suggestions etc   It was agreed that the next step was to do a site visit provisionally arranged for 15 November at 11am | Next Agenda |
| 4442 | PRECEPT- the annual precept calculation will need to be discussed and voted on at the next meeting.  Things for the clerk to take into account when preparing the estimate for Council to consider:  Current inflation 3.1%  Play Area refurbishment – need estimate and note LEF grant to be applied for up to £30,000  Station planting £60  Room rental – look up figure  Fpaths 1000  Xmas tree scheme 300  Newsletter ]  Remembrance ] Clerk to look up figures  Donations ] | Clerk to liaise with Council |
| 4443 | Rural Task Force – details have been circulated to cllrs – deferred | Next Agenda |
| 4444 | FOI - for discussion and decision - further response sent |  |
| 4445 | Ways of Working – for discussion and suggestions on how to improve following a formal complaint to the Council. – deferred to December meeting | Next Agenda |
| 4446 | A resolution was made to exclude press and public from agenda items  Complaint received by the Council – a brief holding letter had been sent to the complainant which had resulted in a further response in respect of both the initial FOI and the complaint all related items were discussed at length and a final response to the complaint would be circulated for approval prior to sending it. The clerk would contact the ICO in respect of the item action requested no 1 in the complaint letter and forward any response received to the complainant.  FOI – a further reply was sent regarding qu 2 which prompted a further response. Council agreed that although the enquirer felt that this had not been answered satisfactorily – the information held had been released although names had been redacted. The redaction of the names did not detract from the discussion.  A vote was taken and it was unanimously agreed that this would be the way forward. |  |
| 4447 | A resolution will be made to exclude press and public due to the personal nature of the item  At the request of the Council the Clerk had calculated hours spent on FOIs and Complaints in 2021 . The Clerk had declared an interest in this matter and took no part in the discussion.  It was unanimously agreed to pay the Clerk an extra hours payment of £271.00- tax £44.63 = £226.37 |  |
| 4448 | Next meeting – 15 December 2021 |  |