WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

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Wilpshire

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2 March 2022

Dear Councillor

You are invited to attend the meeting of Wilpshire Parish Council which will be held on Wednesday 9 March 2022 at 7.30pm in the Wesley Lounge at the Wilpshire Methodist Church, Ribchester Road, Wilpshire. Any resident within Wilpshire Parish boundary who wishes to participate in public participation or wishes to listen to proceedings is able to attend.

There will be a Covid procedure to follow if you wish to attend the meeting. If you wish to attend the meeting please email the clerk prior to the meeting. Please wear a mask.

Lesley Lund

Lesley Lund

Clerk to the Council

The agenda is set out below.

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| Item |  | |  |
| 1 | Chairman’s welcome | |  |
| 2 | Apologies for absence - Cllr Gaffney | |  |
| 3 | Declarations of interest | |  |
| 4 | Parish councillor vacancies – proposed interviews prior to this meeting /Co-option of Councillors |  |  |
| 5 | Public participation | |  |
| 6 | Approval of the minutes of the meeting held on 26 January 2022 and any updates | | attached |
|  | DECISIONS | |  |
| 7 | Knowsley Road – Road Safety/Speeding min 4424 /min 4454/min 4480  Update from Cllr Edwards and discussion on the way forward  Proposal and vote may be required | | Cllr Edwards |
| 8 | Planning Applications  Planning Application No: 3/2022/0046  Grid Ref: 368622 432142  Proposal: Variation of condition 2 of planning permission 3/2021/0555. Amended plans in relation to the conversion of the integral garage (retrospective).  Location: 42 Knowsley Road Wilpshire BB1 9PN  Cllr Edwards declared an interest in the above application.  Thank you for your planning consultation dated 26 January 2022.  Wilpshire Parish Council objects to the above application. If this proposal had been included in the original application 3/2021/0555 it may have taken a different view in respect of its consideration of material reasons ie for adequate parking on site.  Planning permission 3/2021/0555 was specific in the conditions which were attached namely condition 2:  Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:  Location Plan  Existing Plans and Elevation  Proposed Floor Plans  REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent hereby approved.  And also the reason stated for Condition 3  REASON: To enable a vehicle to stand clear of the highway in order to protect the free and safe passage of traffic including pedestrians in the public highway in accordance with the National Planning Policy Framework (2019).  The Parish Council is aware of resident’s and also its own concerns in regards to both speeding and parking on Knowsley Road and believes that the road will be the subject of a further traffic speed survey shortly.  3/2022/0067 Removal of existing garage and conservatory and erection of a proposed single storey extension, entrance canopy and annex at Sudell House 75 Whalley Road Wilpshire.  WPC – Should permission be granted Wilpshire Parish Council would ask that a condition is added that the conversion should be used only as  an annex to the main property and not to be used as a holiday let.  3/2022/0115 Proposed erection of new residential development comprising 106 new homes, including 30% affordable housing, open space and associated infrastructure at Land to East of Salesbury View, Wilpshire.  WPC – to be discussed at the meeting | |  |
| 9 | Proposed meeting date of annual parish meeting – the meeting has to be In May  Wednesday 4 May, 11 May, 18 May  Vote required | |  |
| 10 | Accounts for approval  C Walton invoice C3855 January visits £303.42 cheque no 102206  L Lund February salary £470.90 – tax £94.00 = £376.90 cheque no102196  L Lund March salary £470.90 – tax £94.00 = £376.90 cheque no 102197  HMRC £188.00 cheque 102198  P Mollart repair to fence DRPA £963.40 cheque no 102195  P Mollart repair to bench York Road £120.00 on receipt of invoice cheque no 102199  Allianz plc fragmentation policy NZ/14099865 £1202.44  S Johnson Christmas trees expecting an invoice  Accounts [Donations] previously approved under minute no 4487  Wilpshire Methodist Church £350.00 cheque no 102200  Samaritans £85.00 cheque no 102201  NW Air Ambulance £105.00 cheque no 102202  Little Green Bus £155.00 cheque no 102203  RV Citizens Advice Bureau cheque no 102204  Bowland Pennine Mountain Rescue Team £105.00 cheque no 102205  Credits received  £500 Jubilee grant RVBC received 29 December 2021 .  £50.00 RVBC grant towards Xmas lights received 20 December 2021  £89.00 grant from the Parish Champion received 13 December 2021 | | All |
| 11 | Durham Road Play Area  Tree assessment – quotation received for updated tree inspection £375.00 for tree inspection and report + ordnance survey mapping costs £36.37 if Council want identifying metal plates on the tress it is £2.00 per tree. Additional works This includes, additional requested site visits, consultations, plan updates, report amendments chargeable at an hourly rate of £75.00. Any works required to trees are extra.  Further quotation received as per last meeting’s instruction – circulated prior to this meeting:  a. Visit the site and carry out a visual ‘Target Appraisal’\* of the area(s) around the trees to inform ‘b’ and ‘c’, below; b. Carry out an ‘Individual Tree Survey’\*;   1. Produce a tabulated ‘Schedule’\* of the surveyed trees, setting out the relevant data captured, and identifying appropriate management recommendations required to reduce any identified risks to an acceptable level and/or as part of necessary arboricultural management; 2. Plot the surveyed trees on a Google Earth base plan in order to produce a ‘Tree Survey Plan’\*; 3. Produce a suitably detailed report outlining our findings and associated recommendations; and 4. Provide the above documents as a combined file via email in electronic PDF format.   NB: The potential influence of trees upon existing or proposed buildings or other structures resulting from the effects of their roots abstracting water from shrinkable load-bearing soils is not considered as a component of our survey and the subsequent report.     |  |  |  |  | | --- | --- | --- | --- | | **Tasks** | **Time** | **Rate** | **Amount** | | Site visit for tree survey (inc. travel) | 2:45 | 75.00 | 206.25 | | Report preparation and office administration hours | 4:15 | 75.00 | 318.75 | | **Costs** | **Quantity** | **Rate** | **Amount** | | Mileage | 22.00 | 0.55 | 12.10 | |  |  | btotal | 537.10 | |  |  | VAT | 107.42 |   **Total 644.52**  Vote required to agree to carry out an updated tree assessment with the original contractor or 2nd quotation contractor.  Play Area – Update on information re play equipment and visit to play area | | All  All |
| 12 | Newsletter | | C Ward |
| 13 | Vicarage Lane issues | | Clerk to circulate report prior to the meeting |
| 14 | 1. AON [Allianz plc] Renewal of Fragmentation Policy Durham Road Play Area – this has automatically renewed 2. Clerk has contacted RVBC to enquire who they use for inspections and insurance of equipment 3. ROSPA Play Safety Co were also contacted and have sent an email for annual inspections fee :   We annually visit Lancashire every August/ September and inspect outdoor play areas at a special discounted rate.  We charge £70 plus VAT per site to inspect up to 5 items of play equipment on the play area. There is an extra fee of £3.50 plus VAT to inspect each play item over five.    By being on our ‘Automatic Schedule’ your play area(s) will automatically be inspected every year at the reduced rate when we are in your area.  You don’t need to place a new order each year and you will receive notification of the inspection prior to it taking place. | | Circulated prior to the meeting |
| 15 | Vacancies – 2 Nomination forms received | | All |
| 16 | Salesbury Memorial Hall  For discussion in respect of Role of Trustee | | All |
| 17 | Footpath Matters  FP 5 completed now.  FP 25/26-unfortunately the 20 Tons of stone wasn’t quite enough-there is still this remaining puddle below.  Craig has identified part of FP 9 to the golf course as needing some more stone too. Quotation received from P Mollart 1 ton of stone to barrow in of main road A666 Whalley road and wacker down and 1 ton to barrow in and wacker down on Hollowhead lane near golf coarse to supply 2 ton of stone and labour total cost would be £250  Proposal- Council to agree for P Mollart to carry out the works at a cost of £250.00 to include the stone. | | Cllr Ward |
| 18 | Annual review of insurance | | Circulated prior to the meeting with policy schedule 21/22 |
| 19 | Annual review of Asset Register | |  |
| 20 | Annual review of Risk Assessment | |  |
| 21 | Platinum Jubilee  To discuss and vote on plans | |  |
| 22 | The Chairman will propose that Press and Public to be excluded  Complaint and FOI request  Response to email received  Discussion and decision required  Complaint to ICO – awaiting case officer – update from the Clerk | |  |
| 23 | LCC compiling a list of small item requests from Parish councils ie a bollard, grit bin, sign etc and would like to know any potential requests. | |  |
| 24 | Dog Waste Bin removal – Vicarage Lane | |  |
| 25 | New Councillor Flyer | |  |
|  | INFORMATION | |  |
| 26 | Meetings attended by Cllrs and items for Council to note | |  |
| 27 | Mandate change –  Barclays – mandate returned to Barclays to put Cllr Gaffney on the bank account as a signatory  Skipton Building Society – Confirmation received that signatories are A Gaffney C Ward and D Briffett. J Foote to go onto the account as a signatory – forms to be completed.. | |  |
| 28 | Litter bin Knowsley Road – Any update from PCL committee re bin allocations – | |  |
| 29 | Bench York Road – repair - update | | Cllr Gaffney |
| 30 | Fence DRPP – contractor intending to start work 1st Feb weather permitting | | Cllr Gaffney |
| 31 | Meetings attended by Cllrs and items for Council to note | | All |
| 32 | LCC Ribchester Road B6345 Clayton le Dale from its junction with Salesbury Hall Road to its junction with Lovely Hall Lane. B6245 Ribchester Road Wilpshire from its junction with Lovely Hall lane to its junction with A666 Whalley Road – Closes form Tuesday 1 February 2022 and Wednesday 2 February 2022 from 0900-1500 hours or until works are completed. Information has been put on the website and in the notice board. | | All |
| 33 | RVBC email re Precept and wanting explanation as they say it is 7% higher on Band D calculation. Min 4460 sent stating reasons and calculation of 18717.00 x 1.05% on the last years Precept figure – awaiting response. | |  |
| 34 | Next meeting – April 2022 | |  |