WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

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Proceedings at a meeting held on 8 March 2023.

Present: Cllrs C Ward [Chairman] A Gaffney J Foote D Briffett A M Keenan + 1 Wilpshire parishioner and 1 Clayton Le Dale parishioner

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| Min No |  | Action |
| 4699 | Chairman’s welcome  The Chairman welcomed everyone to the meeting and reported that Cllr Burrows had resigned due to work comitments |  |
| 4700 | Apologies for absence  Cllr Roberts |  |
| 4701 | Declarations of Interest  None |  |
| 4702 | Public participation  None |  |
|  | DECISIONS |  |
| 4703 | Approval of the minutes of the WPC meeting held on 18 January 2023  Approved as a true record  Proposed Cllr Gaffney and Seconded by Cllr Briffett |  |
| 4704 | Updates and items arising from previous minutes  Vicarage Lane Bin issue – this had now been resolved with a smaller bin lorry going down to empty the bins. |  |

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| 4705 | DRPA – works to the Play Area were scheduled for end March 2023  Trees bordering the Play Area – Fisher Forestry have quoted £350.00 to fell the Ash tree with Ash die back T6 – it was agreed by all to instruct Fisher Forestry to fell the tree and the Clerk to check the tree report in respect of the other 4 trees on the adjacent land  Yates Playgrounds asked to inspect the play area £180.00 + VAT per inspection -  Proposed by Cllr Foote to have 2 inspections per year with a report Spring [March] and Autumn [September] The report to include photographs of defects. Seconded by Cllr Briffett  A vote was taken which was unanimously agreed. | Clerk to instruct Fisher Forestry and Yates Playgrounds |
| 4706 | Items for the website  None |  |
| 4707 | Accounts for approval  L Lund February and March 2023 salary 2 x £496.90= £993.80 – 198.76 tax = £795.04 cheque no 102267  HMRC tax £198.76 cheque no 102268  NW Air Ambulance - £105.00 cheque no102269  Little Green Bus - £155.00 cheque no102270  Samaritans – pay for a day £85.00 cheque no102271  Bowland Pennine Mountain Rescue Team - £105.00 cheque no102272  RVBC Grass cutting at Tippings Meadow £807.72 [VAT £134.62] cheque no 102273  Citizens Advice Bureau – Cllr Gaffney proposed a donation of £200.00 cheque no 102275 seconded by Cllr Ward agreed unanimously and the clerk was asked to write a letter to RVBC asking that the funding to Citizens Advice Bureau be retained.  Wilpshire Methodist Church – donation for rent of meeting room - £400.00 cheque no 102274  Remittances  LCC Parish Champion - £75.00 towards the Xmas trees |  |
| 4708 | Planning Applications since the last meeting  None |  |
| 4709 | Footpath and Highway Matters   1. Potential Footpath Obstruction adjacent to Knolle.- loose fence – update Cllr Gaffney 2. Min 4667 Metal gates to replace stiles – purchased as agreed at the meeting held 18/01/2023 the contractor will fit them at £175.00 each regardless of access. Cllr Gaffney reported that the gates are now with the contractor. Cllrs were asked to bring their suggestions of which footpaths could benefit from a gate to replace stiles to the next meeting 3. Min 4667 – Network Rail re collapsed fencing – on network rail work list   Item b update was noted | Cllrs to bring ideas to the next meeting |
| 4710 | Coronation May 6h  Red White and Blue flowers? – Triangle – it was unanimously agreed that the clerk would organise again  Begonias and large lobelia |  |
| 4711 | HMRC – fine for £200 reason late return October – [all payments on time up to date]. Clerk has again appealed. noted |  |
| 4712 | Governance to approve:  Asset Register – updated two items added to the Register - New Bench – letter to Wilpshire Methodist re ownership. Doomsday Book and Projector – approved unanimously  Risk Assessment – amended and updated to reflect the cyber security policy – unanimously approved  Summary of Insurance – updated unanimously approved |  |
| 4713 | Slow Sign – progress re permission to site top of Hollowhead Lane |  |
| 4714 | Doomsday book – ideas to display? Added to Asset Register  Cllr Foote to investigate options with the church | Cllr Foote |
| 4715 | Newsletter  Chairman to write a report for the website and also it could go on Wilpshire/Salesbury sentinel. |  |
| 4716 | Care Home Knowsley Road – Cllr Foote reported that PCSO Pemberton had confirmed that there had been no reports of any crime related incidents but there would be police presence in respect of curfews etc. |  |
| 4717 | Litter Bins – The Chairman wrote to Cllr Hirst who said that they were currently awaiting a new Director.  It was reported at the meeting that the bin at the turning circle was regularly overflowing. |  |
| 4718 | Annual meeting of electors – date to be agreed – proposed 19 April 2023. It was unanimously agreed to go with this date – Cllr Briffett gave his apology. There would be a short PC meeting afterwards. |  |
| 4719 | Payroll – request to move the payroll to professional accountants Beckett Rawcliffe – quotation £100.00 pa if simple and one employee. Suggestion move from 1 April 2023 if agreed by Council.  A vote was taken and it was unanimously agreed to move the payroll to professional accountants Becket Rawcliffe. |  |
| 4720 | Equality and Diversity draft policy and statement of intent  Approved unanimously | Clerk to upload to the website |
| 4721 | Cyber Security Policy and Councillor guidance  Approved unanimously | Clerk to upload to the website |
| 4722 | Civility and Respect Pledge  Ie  *Wilpshire Parish Council makes a commitment to stand up against bullying, harassment and intimidation.* To read more:  [Civility and Respect Project (nalc.gov.uk)](https://www.nalc.gov.uk/our-work/civility-and-respect-project?utm_source=MEMBERS&utm_campaign=d248cbcdfc-EMAIL_CAMPAIGN_2018_06_08_03_15_COPY_01&utm_medium=email&utm_term=0_206970988f-d248cbcdfc-379839634&mc_cid=d248cbcdfc&mc_eid=3f6f0b5714)  Deferred for more research | Cllr Gaffney to research and bring back to the next meeting |
| 4723 | Handrail on path off A666 Min 4650 and 4683 refers  Is PC prepared to explore in principle the provision of a handrail on the steps – Cllr Gaffney to:  Contact LCC to request a handrail  Contact contractor for a specification contact metal worker for provisional price |  |
| 4724 | Meetings attended by Cllrs  PCLC – Cllr Gaffney reported that a meeting for prospective cllrs would be held on 13/03/2023 and nomination packs would be ready shortly. 2 mph limits were discussed and the code of conduct | Noted |
| 4725 | Salesbury Memorial Hall – Safe Campaign – Access/Egress – invitation received from Salesbury Memorial Hall Committee to attend meeting/function. Cllr Gaffney had attended and brought a video made by SMH to show to the Council.  Cllr Ward proposed to defer but state intention to support the scheme and await further details. | Next agenda |
| 4726 | Removal/Felling of trees by Wilpshire Golf Club – the Countryside Officer at RVBC and the Forestry Commission have been informed. The Forestry Commission are looking into the matter.Only 30% of trees should be cut down in one area. | Cllr Gaffney |
| 4727 | Election- meeting for prospective candidates at RVBC 13 March – details given at the meeting starts at 6pm at RVBC. | All |
|  | INFORMATION TO NOTE |  |
| 4728 | LCC Parish Delivery Scheme 2022 – 2023 WPC application £500 - still not received in bank account as yet up to latest bank statement |  |
| 4729 | Pensions Regulator – declaration renewed – no employees in pension scheme |  |
| 4730 | Proposed Schedule of meetings to the end of 2023  **2023**  Wednesday 19 April – Annual Meeting of Electors  Wednesday 10 May – Annual Meeting of the Parish – in an election year this has to be held within 14 days of the election  Wednesday 21 June – Ordinary Meeting  Wednesday 26 July – Ordinary Meeting  Wednesday 6 September – Ordinary Meeting  Wednesday 11 October – Ordinary Meeting  Wednesday 15 November – Ordinary Meeting  Wednesday 13 December – Ordinary Meeting |  |
| 4731 | Dales Rail – Cllr Ward reported that this service had been running in the summer from 1976 from Blackpool to Carlisle. There was a move by Norther to permanently have the service Withdrawn. Requested a letter from PC to express disappointment at this proposal. Cllr Ward would send the letter.  Approved. | Cllr Ward to write to Northern |
| 4732 | Any Other Business  To note back plates for SPiD cost £75 + £30.00 filling approx. Rent for one from Altham PC is £250.00 for one week. – May agenda | SPID  Next agenda |
| 4733 | Next meetings – Annual meeting of electors 19 April 2023 Annual meeting of the parish council Wednesday 10 May 2023 - [AGM] |  |