

## **Farington Parish Council**

### **Minutes of the Annual Parish Council Meeting held on Monday 14 May 2018 at St Paul's CE Primary School, Croston Road, Farington Moss at 7.00pm**

**Present:-** Councillor Roy Clarke; Councillor Mike Langley; Councillor Dave Moore; Councillor Mike Otter; Councillor Alan Pearmain; Councillor Graham Walton and Councillor Mrs Karen Walton.

**In attendance:-** Sue Whittam - Clerk to the Council  
Tony Stirland – South Ribble Borough Council  
Duncan Neilson – Leyland United Football Club  
5 members of the public.

#### **1. (18/19) Appointment of Chairman for 2018/2019**

It was proposed by Councillor Roy Clarke that Councillor Graham Walton should be appointed as Chairman for 2018/2019. This was seconded by Councillor Mrs Karen Walton and unanimously agreed.

Councillor Graham Walton signed the Chairman's declaration of acceptance of office.

#### **Resolved**

That Councillor Graham Walton is appointed as Chairman of the Parish Council for 2018/2019.

#### **2. (18/19) Appointment of Vice-Chairman for 2018/2019**

Both Councillor Mrs Karen Walton and Councillor Mike Otter indicated that they would both wish to be considered for the position of Vice-Chairman. Councillor Mrs Karen Walton said she was happy to withdraw her nomination.

It was proposed by Councillor Roy Clarke that Councillor Mike Otter be appointed as Vice-Chairman for 2018/2019. This was seconded by Councillor Alan Pearmain and unanimously agreed.

#### **Resolved**

That Councillor Mike Otter is appointed as Vice-Chairman of the Parish Council for 2018/2019.

#### **3. (18/19) Apologies for Absence/Chairman's Health and Safety Announcements**

Apologies for absence were received from Councillor Paul Wharton and County Councillor Michael Green. The Chairman, Councillor Graham Walton briefed the Parish Council on possible health and safety considerations for this evening's

meeting. He also took the opportunity to thank Councillor Roy Clarke for his hard work and commitment given to the Parish Council during his last twelve months as Chairman

#### **4. (18/19) Declarations of interest**

None.

#### **5. (18/19) Minutes of the Last Meeting**

Councillor Mrs Karen Walton said that with regard to Minute 120 (17/18) the bridge at St Catherine's was an Englis bridge and not an English bridge. Subject to this amendment the Minutes were agreed.

#### **Resolved**

That, subject to Minute 120 (17/18) being amended to say the Englis bridge, the Minutes of the Parish Council Meeting held on 9 April 2018, be approved as a correct record and signed by the Chairman.

#### **6. (18/19) Adjournment for Public Participation and reports from the Community Beat Manager/South Ribble Borough Council**

The Chairman, Councillor Graham Walton adjourned the meeting for public participation and welcomed the members of the public to the meeting. One member of the public explained that she had come along to the meeting again to raise the issue of the tree cutting at Farington Fishing Lodges. She explained that since the last meeting she had spoken to the Clerk who had confirmed that the Environment Agency had not advised the trees to be removed and that the Cabinet Member Councillor Graham Walton had temporarily suspended the works on the site. She was still unhappy that further works were planned and some works had been carried out, and the total felling of trees was unacceptable. This was agreed by other members of the public present. As explained previously this was not a matter for the Parish Council as the land was owned by South Ribble Borough Council. The only involvement that the Parish Council had with the fishing lodges is that Withnell Anglers had been awarded a grant which had been provided to improve the fishing pegs at the Club. Although Withnell Anglers had previously asked for the grant to be spent on other items such as specialist testing and restocking of fish, the Clerk confirmed that the grant would now be spent as originally intended on improvement to the fishing pegs.

Members of the public were unhappy with progress on this matter and they were advised to contact South Ribble Borough Council. If anyone wished to speak at full Council on this matter they needed to contact Darren Cranshaw in Democratic Services at South Ribble Borough Council. If they wanted further information on the tree works then they were advised to speak to Andrew Richardson who was the Head of Neighbourhood Services at South Ribble Borough Council. Councillor Roy Clarke asked if the concerns of the Parish Council regarding this matter could be sent to South Ribble Borough Council and this was agreed. It was noted that Nigel Evans MP had also been informed about this issue.

The Chairman, Councillor Graham Walton then asked if any other members of the public had anything to raise with the Parish Council. One member of the public raised the issue of potholes and they were advised to contact their local County Councillor, Michael Green as this was a Lancashire County Council issue.

The Chairman, Councillor Graham Walton then welcomed Tony Stirland to the meeting. Tony circulated a draft consultation on the Bashall Grove corner improvement project and asked if any comments could be forwarded to him after the meeting.

Tony also informed the Parish Council that the resin butterflies had been installed at St Catherine's park but there had been a couple of issues with vandalism. The Borough Council were looking at replacing the damaged butterflies with perspex butterflies. It was noted that there would be a Teddy Bears picnic on the Wednesday of the May Bank Holiday. It was further noted that the Farington and Lostock Hall in Bloom Competition was now open for entries and it was hoped that this would be an outstanding success.

The Chairman, Councillor Graham Walton thanked Tony for attending the meeting and asked if any member of the Parish Council had anything further to raise. Councillor Mike Otter referred to a pollution incident on Bow Lane culvert.

The Chairman, Councillor Graham Walton then welcomed Duncan from Leyland United Football Club to the meeting. Duncan informed the Parish Council that their Club had won the league and the Parish Council gave their congratulations.

Councillor Roy Clarke asked about the banner advertising the support of Farington Parish Council for the Club and said that he had not seen the banner when he had visited the Football Club. Duncan said he would look into this.

It was noted that a meeting between Leyland Playscheme and the Football Club would be held shortly to ensure that all was in order on the field in time for the annual Playscheme at the end of July.

The Chairman, Councillor Graham Walton thanked everyone for attending and then reconvened the meeting.

## **7. (18/19) Appointment of Representatives to Outside Bodies**

The Parish Council gave consideration to the appointment of representatives on the following outside bodies: -

- i) Hutton Grammar School Foundation – it was agreed that Councillor Mike Otter would continue to be the Parish Council representative on this outside body.
- ii) LALC South Ribble – Councillor Mrs Karen Walton agreed to continue to be the representative on LALC South Ribble and it was understood that Councillor Paul Wharton would also wish to continue as the Clerk had not received any indication from him that he wished to step down. However, Councillor Roy Clarke stated that

he no longer wished to be a representative on LALC South Ribble and asked the Clerk to inform Marion Gelder at LALC and also Marion would have to appoint a representative to Springfields as Councillor Roy Clarke was the LALC representative on there.

### **Resolved**

- 1) That with regard to the Hutton Grammar School Foundation, that Councillor Mike Otter would continue to be the Parish Council representative on this outside body.
- 2) That with regard to LALC South Ribble that Councillor Mrs Karen Walton and Councillor Paul Wharton are confirmed as Parish Council representatives on this outside body. However, the Clerk should inform Marion Gelder at LALC that Councillor Roy Clarke no longer wishes to be a representative on LALC South Ribble and the Parish Council therefore had one vacancy.

### **8. (18/19) Grant Applications**

The Parish Council gave consideration to two grant applications as follows: -

- i) Leyland Playscheme towards assisted places on the scheme. It was proposed by Councillor Mike Otter that a grant of £300 should be given to Leyland Playscheme to assisted places on the scheme. This was seconded by the Chairman, Councillor Graham Walton and unanimously agreed.
- ii) 2<sup>nd</sup> Farington St Paul's Brownies towards safeguarding issues at the church. This was for a door bell to ensure that the door could be locked but staff alerted to allow children and parents to enter the church. It was proposed by Councillor Mike Otter that £90 should be given to 2<sup>nd</sup> Farington St Paul's Brownies towards safeguarding issues at the church. This was seconded by Councillor Mrs Karen Walton and unanimously agreed.

### **Resolved**

- i) That the Parish Council approves a grant of £300 to Leyland Playscheme towards assisted places on the scheme.
- ii) That the Parish Council approves a grant of £90 to 2<sup>nd</sup> Farington St Paul's Brownies towards safeguarding issues at the church.

### **9. (18/19) Parish Council Insurance**

The Parish Council gave consideration to their annual insurance for 2018/2019 to ensure it was adequate for their needs. The Clerk reported that the insurance premium to Zurich Municipal for this year was £1,357.34 which included the additional cover for the recently installed adult outdoor gym on Farington Park. This was agreed by the Parish Council.

### **Resolved**

That the annual insurance premium of £1,357.34 to Zurich Municipal is approved for payment by the Parish Council and that the Parish Council agrees that this insurance is adequate for their needs.

## **10. (18/19) Lancashire County Council – Consultations**

The Parish Council gave consideration to the following consultations: -

i) Consultation on Community Transport in Lancashire. It was noted that the closing date for comments was 10 June 2018.

ii) Consultation on Street Lighting Maintenance. It was noted that the closing date for comments was 17 June 2018.

With regard to both consultations, the Parish Council felt that they were poorly written and that they were unhappy with the question regarding transgender. They asked the Clerk to contact County Councillor Michael Green and let him know their comments but agreed not to respond to the consultations.

### **Resolved**

That the Clerk contact County Councillor Michael Green to let him know that the Parish Council is unhappy with both consultations as outlined above as they felt they were poorly written and also to explain that they did not agree with the question regarding transgender.

## **11. (18/19) Review of Local Government Ethical Standards Consultation**

The Parish Council gave consideration to the consultation on the Review of Local Government Ethical Standards. It was noted that the closing date for comments was 18 May 2018. After discussion the Parish Council agreed not to respond to this consultation but individual Councillors were encouraged to respond if they wished.

### **Resolved**

That with regard to the review of Local Government Ethical Standards Consultation, the Parish Council agreed not to respond to this consultation but individual Councillors could respond if they wished.

## **12. (18/19) Clerk's Computer**

The Clerk informed the Parish Council that her computer that was over ten years old had recently broken and could not be repaired. It was noted that initially the Parish Council had agreed to provide a computer for the Clerk but as this was a "family" computer the Clerk had agreed to purchase her own. However now due to GDPR (General Data Protection Regulations) and the fact that each family member had their own computer the Clerk asked if the Parish Council would be willing to pay 50% of the computers cost as it would be solely for Parish Council use. The other 50% would be funded by Grimsargh Parish Council who also employed the Clerk. The total cost to each Parish Council would be £312.97 and this was unanimously agreed. The Clerk also informed the Parish Council that Grimsargh Parish Council had agreed to replace her computer every four years and this was also agreed. It was noted that the Clerk had two external hard drives that she backed all Parish

Council information on to on a regular basis. The Clerk also informed the Parish Council that when her original computer broke it had caused issues with her online HMRC (PAYE) and she needed to resolve this. It was therefore agreed that a payroll expert could be used and funded by both Parish Council's to sort out the payroll issues.

### **Resolved**

i) That the Parish Council approves the payment of £312.97 to the Clerk towards 50% of the cost of her new computer shared with Grimsargh Parish Council and that the computer should be replaced every four years.

ii) That the Parish Council approves the use of a payroll expert funded by Farington Parish Council and Grimsargh Parish Council to sort out the payroll issues involving HMRC (PAYE).

### **13. (18/19) Projects for Expenditure 2018/2019**

**Welcome to Farington Signs – update.** Councillor Mike Otter thanked everyone for attending the opening of the first sign on Coote Lane. It was noted that there had been some sharp edges but these had now been resolved by the Lengthsman, Peter Heise. Peter would also arrange for the planter around the sign to be put in place and also the plants. The next sign would be installed on the corner of Lydiate Lane and it was hoped that this would be in place in the next six months.

**Adult Outdoor Gym (mats) –** It was noted that the mats provided with the outdoor gym equipment had sunk into the grass and the Parish Council felt that larger mats and hardcore were needed. The Clerk was asked to contact Tony Stirland to find out if this could be arranged and the cost involved.

**Woodland Area – Farington Park.** Councillor Mike Otter reported that some initial works had now been done on the woodland area and the cost was around £1,010. There was some more work to be done which would be carried out in due course.

**Parish Council Newsletter – update.** There was nothing further to report at the meeting.

**St Paul's Park – update.** The Clerk reported that the first stage was to get this project included on the South Ribble Borough Council My Neighbourhood Central Plan, so the Parish Council could obtain some support from them. It was also noted that the lease with the Diocese was unable to be registered as the Diocese had still not located the deeds. This could be an issue with some funding options.

**Bashall Grove/Mill Street entrance feature – update.** As stated earlier in the meeting Tony Stirland had circulated a draft consultation on this project. This was agreed by the Parish Council and the Clerk was asked to let Tony know that it was fine to go ahead with the consultation.

**Farington Fun Day** – a copy of a draft poster prepared by Tony Stirland was circulated and it was agreed that a few amendments were needed to reflect that this was a joint event with St Catherine’s Church.

With regard to other projects Councillor Mike Otter asked if the Clerk could find out if the bus shelter on Centurion Way could have sides put onto to it and the cost of this.

#### **14. (18/19) Financial Matters**

##### **Resolved**

1) It was noted that we currently had an estimated £53,317.68 (bank statement up to 9 April 2018) in the bank. It was noted that the precept should appear on the May statement. It was further noted that we had also received the contribution of £35 from Hutton Parish Council and £35 from Longton Parish Council towards Peter Heise’s Waste Carriers Licence which was £35 from each of the three Parish Councils.

It was noted that since the last meeting we had paid:-

- 09/04/18 - LALC Conference Fee for Councillor Mrs Karen Walton and Councillor Graham Walton as agreed at the last meeting £70. (100723).
- 27/04/18 - Peter Heise wages £810 and materials £69.56 (planter, soil and plants), total £879.56. (Cheque no 100724).
- 27/04/18 - JWM Otter for yard broom £5.99. (Cheque no 100725).
- 01/05/18 - Clerks Salary £1,019.68. (Cheque no 100726).

It was noted that we had paid for March for electric on BTR £114.66 and water £244.86. We have also paid pension contribution to Nest 26 March - £13.75. (All direct debits).

2) The following invoice was agreed for payment at the meeting:-

Taylor and Pickles for boundary signs - £2,304.96

3) The Clerk presented the end of year financial report for 2017/2018 which included the Annual Governance and Accountability Return (AGAR) which had been completed in accordance with the revised Proper Practice Guidance following the appointment of PKF Littlejohn as the Council’s new auditors for 2017/2018. i) The Parish Council reflected on the effectiveness of the system of internal control and approved and completed the Annual Governance Statement. ii) The Parish Council then considered the end of year financial report and approved the Accounting Statements which were then signed and dated by the Chairman, Councillor Graham Walton.

### **15. (18/19) Borough Council reports – for information only**

Councillor Mrs Karen Walton reported that she had attended the recent LALC Conference together with Councillor Graham Walton and it had been an interesting event. There had been a discussion about the new Data Protection rules and KOMPAN Playgrounds had been present and run an exercise on playground design. They were also offering a discount for new playgrounds and this information was passed to the Clerk.

### **16. (18/19) Clerk's Report – For information only**

The Clerk handed the Best Kept Village Posters to Councillor Mike Otter for display in the Parish.

The Clerk also reported that she had received a thank you letter from Leyland Lions for the recent grant cheque.

### **17. (18/19) Next Meeting**

It was noted that the next Meeting of the Parish Council would be held at 7.00pm on Monday 11 June 2018 at Bashall Grove Community Centre.