

Aighton, Bailey and Chaigley Parish Council Meeting

Minutes Monday 21st August 2023 7pm

1	<p>Present: Margaret Carrington (chair), Simon Bailey, David Bland Des Harwood, Lynn Hepworth, Cllr Schofield Cllr Jan Alcock, Mark Hindle (Mayor RBVC) Julie Chang (clerk) One member of the public</p> <p>Apologies: Chris Berry, Isaac Nutter, Christine Holden</p> <p>The Chair welcomed the Mayor and our new councillor.</p>
2	<p>Minutes from the last meeting for approval: The minutes were neither proposed nor seconded as SB questioned the veracity of the minutes. SB disputed the outcome of item 9a, as they believed that the conclusion had been to give a gift, whereas subsequent to that the Chair had asked the clerk to check the rules re gift giving from public money. SB then objected that the minutes were incomplete. The clerk responded that as the minutes were in the public domain, they had not recorded all the details in order to avoid potential embarrassment for the members of the parish concerned.</p> <p>The clerks original contemporaneous notes were consulted and the last annotation on the topic was for the clerk to check the rules around the use of public funds.</p> <p>SB said that the building of the playground wall, free of charge had saved the PC over £4,000. The chair mentioned other members of the parish who had consistently done voluntary work over a number of years. DB commented that building the wall was a different level of work but agreed that we didn't want to be in a position where everyone expected to receive a gift in recognition of their work. SB said that it took six weeks to build the wall, and that other people volunteer to do work because of their other affiliations. The fact that we have never given a gift to one person doesn't mean that we shouldn't give one to another. DH said that he would not be offended to not receive a gift when someone else did. The Chair suggested that going forwards we should have a policy on gift giving. It was agreed that in this instance a gift voucher should be given to Michael Targett along with a letter of thanks as per the last meeting. In future all gifts should be limited to a maximum Of £50. DB agreed and said that in general voluntary work should be voluntary. A letter of thanks is also to be sent to A1 skips.</p>
3	<p>Matters Arising from minutes.</p> <p>Memorial benches -DES will refurbish. Walker fold – email about bench is in correspondence and road sign walker fold – agenda item 10. Cosy homes info – dismissed as scheme doesn't cover out postcode. Insurance renewal under finance agenda item 8e</p>
4	<p>Matters raised by attending public. No issue raised by members of the public. The Mayor thanked the parish council for the invitation to attend. His purpose in attending is to be visible to the people of the Ribble Valley and listen to what they have to say. He expressed his thanks to people for everything they do in holding the community together, especially those who make voluntary contributions. He said that he had found that smaller parish councils were very 'can do', and cited as an example Hothersall, who are very proactive about cleaning their bus shelters. He asked if the PC had any issues they wanted to raise with him. He said that he had a question for us, how did we link in with other parishes in the Ribble Valley, did we attend and find the parish councils liaison useful. DB explained that our recently retired councillor RW used to attend, and that the best meeting he had attended was one on the Ribble Valley 5 year plan. Cllr Alcock proposed that an annual day long meeting might be better, and there was general agreement with this. MH agreed that councils often had similar issues and that he would take this suggestion back to RVBC The chair asked whether there was likely to be any central funding for the maintenance of defibrillators. Annual costs were in the region of £150 p/a per defibrillator for pads and batteries. The Mayor also raised the issue of servicing, as the one in Whalley had to be sent</p>

	<p>back to the USA and was out of action for months. There was discussion about why servicing could not be done in the UK, as our PC had had a similar experience. Cllr Alcock said that she would raise this with Nigel Evans MP, as this is a national issue.</p> <p>The Mayor was asked for any new information regarding the Punchbowl, which is now of national interest given a similar situation with the Crooked House in the Midlands. He said that RBVC had not backed down from the appeal and the Punchbowl needs to be rebuilt in 12 months, otherwise there would be further fines. A recent application for variations had been turned down. He expressed concern about tax payers' money being used for legal fees, but so far all costs had been met by the plaintiff.</p>
5	<p>Correspondence the following have been circulated by email: -</p> <p>a) Grants for footpaths 'Public Rights of Way Local Delivery Scheme <i>The County Council has decided to continue to offer the grant at £500.00 per organisation - the scheme does not include stiles but includes vegetation clearance, signposts, waymarks, steps, gates, and assistance from yourselves with proposed developments in your vicinity that could affect any public right of way.</i> This was of interest to the PC as new signage for the Tolkein trial had been discussed, but currently this is in the hands of the tourism officer agenda item 17</p> <p>b) biodiversity projects from LCC, <i>This year we are again offering a biodiversity grant. An annual lump sum payment of £300.00 per organisation is available in addition to the Local Delivery Scheme. This is towards local biodiversity-related projects.</i> No action from this.</p> <p>c) draft economic plan for RBVC, - consultation ends 4th September. Councillors will respond individually using link on the document.</p> <p>d) Expression of interest for rural communities' fund, <i>CAPITAL expenditure only. To be spent on a scheme that will significantly upgrade and enhance the community facilities which will help to generate venue hire, commercial use or reduce running costs. CLOSED 6/8/23</i></p> <p>e) replacement bench walker fold, clerk received email request to consider replacing the bench at Walker Fold, which has been maintained for nearly 30 years, but is now getting beyond repair. PC discussed the options of plastic vs wooden benches. Clerk to reply asking what kind of bench they want, and do they want the plaque from the old bench moved to the new, replacement bench.</p> <p>f) Bus services improvement plan – email from Cllr Schofield -funding available to improve bus services. Council members reported back that the bus service was much improved on previous and they were happy with it.</p> <p>g) NALC newsletter, Parish and town council newsletter. Clerk suggested adding these to Hurst green website for interest of general public, as there was news that might be of interest to members of the Parish.</p> <p>h) BBC enquiry re punch bowl – re direct to RBVC</p> <p>i) Dangerous footpath reported near Marles Wood ,MC had a response saying that the case was closed. The footpath isn't in ABC parish. MC to report to Sue Lynch, @LCC and chair of the footpath committee, for clarification.</p>
6	<p>SpID SB reports that one battery is dead and the other works only intermittently. The exact same battery as the original is no longer available and he is looking at alternatives, which are likely to cost £120.</p>
7	<p>Memorial Hall- Windows are being replaced around the hall, including some internal windows which look much safer. Councillors noted that one window was cracked and the frame bowed, and that one window which was supposed to open has been replaced with a fixed frame. Chair will feed back to Memorial Hall committee re snagging. The Chair also acknowledged the contribution of RBVC towards the cost of the replacement windows.</p>

8	<p>Finance –</p> <p>A)Account update Balance as of 4th August was 15645.28 and forecast –£4837.06 available with a £3,000 contingency fund allowed for.</p> <p>b) Cheques were made out to PKF LITTLEJOHN audit fees £252.00, Prime Garden Services £372.00, playground wall £23.72 SB asked if an invoice had been received for the stone for the wall, it hadn't.</p> <p>C)concurrent grant -application sent in estimated to be £700 (30% of £2100)</p> <p>d)Audit – certificate of completion received and will be displayed for 30 days. The parish council thanks Nancy Bailey for completing the audit paperwork.</p> <p>e)Insurance renewal. The clerk reported that she had met with Isaac – and contacted Gallaghers regarding the questions he raised i.e – that business continuity is part of package, bus shelters are included in street furniture, increased rebuild value of memorial hall to £1.1m and playground to £25k</p> <p>F) Contingency fund – DB explained that we had increased the precept, and now operated at a higher level of income. The current contingency fund of £3k is now much smaller proportionally and he proposed that we should be looking towards doubling our contingency fund over the next few years. After discussion it was agreed that the contingency fund should be set at 40% of the precept. Clerk will adjust the forecast accordingly.</p>
9	<p>Playground</p> <p>DB had spoken to CB about how we had hoped to have some further equipment. CB had asked for updated quotes on 2 pieces of equipment. Adrain Loyd had come back with a plan and asked if we wanted a quote, to which CB said yes.</p> <p>Inspection - Booked with RoSPA.</p>
10	<p>Road signs at walker fold –</p> <p>DB has liaised with Clive Thompson. There are two stone troughs either end of the village, one end has a 'walker Fold' sign, the other a 'best kept hamlet' plaque. They wish to have the best kept hamlet plaque repositioned and a walker fold sign added to the stone trough.</p> <p>ACTION: Clerk to obtain a quote for the above work then apply for a grant from parish council champion at LCC, Paul Rigby.</p>
11	<p>Planning applications – 15 Warren fold – no objections raised by email and response sent.</p>
12	<p>Remembrance Day –</p> <p>Need to arrange a meeting for September/October.</p> <p>Road closure notice has now been received and copy to be sent to Ventbrook.</p> <p>Clerk to enquire about whether the road signs will be our property and can be re used.</p> <p>DB is liaising with Andrew Penny re order of service.</p>
13	<p>Community garden/ onward housing- Nancy Bailey and Clerk met with Wayne from Onward Housing on 4th August. He confirmed re grass cutting areas, said that upkeep of the wall would not be our responsibility and he would chase up the order for their team to review it. HE apologised regarding the WI jubilee tree which appears to have died following being strimmed and they would look at replacing it. He also said that if funding for plants etc in the community garden were required they might be able to offer one off grants, so to write if we needed anything.</p>
14	<p>Stonyhurst bus shelter – Needs cleaning, the graffiti has faded but is difficult to wash off. It is the responsibility of the PC but RBVC have agreed to clean the graffiti. Inside was painted about 1 yr ago. It needs generally sweeping and cleaning – in the past someone was paid £50p/a to do this. DB offered to clean it.</p>
15	<p>Pinfold Cross- in the hands of Stonyhurst estate, remove from agenda.</p>
16	<p>Risk Assessments – Uploaded to website.</p>
17	<p>Forward plan –</p>

	<p>a) signage re tolkein trail, - clerk emailed tourism officer Tom Pridmore, who replied saying that he was planning to review the trail as the leaflet was due a re print, and would check everything in one go. Agnes Bland passed on a leaflet of the heritage trail for Hurst Green. Clerk to pass on to TP to see if he wishes to print this also.</p> <p>b) street lighting, - Cllr Schofield was emailed with photographs – re send.</p> <p>c) playground equipment – await updated quotes as per item 9</p> <p>d) Best kept village on agenda for January</p>
18	<p>Any other business –</p> <p>Feedback from the audit was that we should get a ‘.gov.uk’ domain name and email address. Clerk briefly explained that there is a rigorous application process although she had not brought the details of it to the meeting. Clerk to send SB details about application process.</p> <p>DB has some parish council paperwork at his home which he has suggested should be stored with the other paperwork with the parish clerk.</p> <p>Designated bathing on river – the WI had looked at trying to get a designated bathing area on the Ribble, but discovered that there were requirements for public toilets within 50 m and for over 100 swimmers to be using regularly. Cllr Scofield said that there were already problems with litter at Marles wood.</p>
19	<p>Date of Next Meeting Monday 18th September 2023, 7pm.</p> <p>Future meeting dates, 16th October 2023, 20th November 2023, no meeting December, 15th January 2024, 19th February 2024, 18th March 2023</p>

Agenda item	Action	nominated
2	Gift and letter of thanks to Michel Target Letter of thanks to A1 skips	clerk
5c	Feedback to RBVC on draft economic plan /consultation	Individual councillors
5e	Enquire what kind of bench is required at Walker fold	clerk
5g	Add newsletters from town council and other bodies to parish council website	clerk
5h	Redirect BBC enquiry re punchbowl to RBVC	Clerk
5l	Clarification re footpath at Marles wood with LCC	MC
7	Feedback to memorial hall committee re snagging of replacement windows.	MC
8f	Review financial forecast to include 40% of precept as contingency	clerk
10	Obtain quote for work and apply for grant for new sign at Walker Fold	clerk
12	Set up meeting to discuss remembrance day Parade Enquire whether road signs are reusable	DB clerk
14	Clean interior of bus shelter	DB
17A	Send copy of heritage trail leaflet to Tom Pridmore	Clerk
17b	Send email to cllr schofield re street lighting	clerk
18	Investigate uk.gov domain name	Clerk/SB

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