

AUGHTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY, 17 MAY 2021, IN AUGHTON VILLAGE HALL ANNEXE, COMMENCING AT 7.30pm **under strict COVID-19 Public Health Pandemic Guidelines**

(following a High Court judgement, the Government had confirmed Remote Meetings Legislation would not be extended in England – the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 would not apply to meetings beyond 7 May 2021 therefore remote meetings would no longer be lawful for local authorities)

PUBLIC PARTICIPATION: local residents wishing to raise any comments on any AGENDA ITEMS ONLY, were informed to e-mail the Parish Clerk – latest 12 noon, 15 May 2021.

CHAIRMAN: Councillor Graham Jones

MEMBERS PRESENT: As recorded in the Register of Attendance (completed by the Clerk)

11340 APOLOGIES were tendered on behalf of:

Councillor Gallagher	-	safeguarding (Public Health Pandemic) but electronic/telephone communication
Councillor Mills	-	indisposed

APOLOGIES were READ and APPROVED.

Councillor John Waugh, was elected to take the Chair for the next item.

11341 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2021/2022 – it was PROPOSED by Councillor John Waugh and SECONDED by Councillor John Pendleton, that Councillor Graham Jones be elected as CHAIRMAN OF THE COUNCIL for a further twelve months. There being no other nominations, it was RESOLVED UNANIMOUSLY.

Councillor Jones resumed the Chair.

11342 CHAIRMAN'S DECLARATION OF OFFICE – the Declaration of Acceptance of Office was READ, SIGNED AND WITNESSED.

Councillor Jones thanked his fellow councillors accordingly for the honour bestowed upon him.

11343 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL – it was PROPOSED by Councillor Graham Jones and SECONDED by Councillor Geoff Roberts, that Councillor John Waugh should serve as Vice-Chairman of the Council for the ensuing year. There being no other nominations, it was RESOLVED UNANIMOUSLY.

11344 CODE OF CONDUCT – it was confirmed that pursuant to the Local Government Act 2011, Sections 28 & 30/Localism Act 2011, Sections 27 & 28, all members of the Parish Council had signed an original Form of Written Undertaking to observe the Code as to the conduct which was expected of Members of Aughton Parish Council.

11345 DECLARATIONS OF INTEREST – action to be taken by members in respect of Disclosable Pecuniary & Non-Pecuniary Interests, Notification and Register of Interests/Gifts of Hospitality, etc was confirmed and NOTED. Members were reminded that should any changes occur since completion of the form, formal notice must be given within 28 days of becoming aware. The Parish Clerk/Proper Officer would consider requests for dispensations in respect of Disclosable Pecuniary Interests. The Parish Clerk/Proper

Para.11345 (Continued).

Officer would grant a Dispensation to each Parish Council member in respect of the Budget and Setting the Parish Precept – without the Dispensation, ‘the number of persons prohibited from participating in this particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business’.

Members were reminded to declare their Interests before the start of the Agenda Item or when appropriate.

11346 STANDING ORDERS/FINANCIAL REGULATIONS – to confirm that documents dated May 2004 (reviewed/revised annually were last approved at the Finance Meeting held November 2019 and approved by the Full Council. As an Appendix to above, a Scheme of Delegation (COVID-19 Public Health Pandemic) was approved at the Parish Council Meeting held March 2020 and was still in force. To date, no further amendments had been received.

11347 MINUTES OF MEETING HELD 12 APRIL 2021, copies circulated prior to meeting, were APPROVED and SIGNED as a correct record.

11348 MATTERS ARISING FROM MINUTES (for information only):

- a) Para.11331 d. - WLBC CIL Monies: an enquiry to and a response from WLBC Community Safety Officer in respect of approximate costings to extend monitored cctv coverage in the Parish, a full technical survey, commissioning, capital cost re support transmission, consultation with nearby residents & Data Privacy Impact Assessment etc, had been circulated to members and was NOTED.
- b) Para.11332 - Policing of Aughton – the WLBC Community Safety Officer had reported Aughton’s anti-social behaviour problems to the weekly tasking meeting with the police. An increased visible police presence and a ‘door to door’ initiative (reporting incidents via ‘Lancashire Talking’) had seen a slight improvement to the situation.
- c) Para.11335 - Lancashire Best Kept Village Competition – an update was given on the Competition with the first round of judging commencing 1 June-18 July – emphasis this year would be on ‘weeds, graffiti and litter’.

11349 PUBLIC PARTICIPATION – attendance by one member of the press and two local residents was approved by the Chairman – there were no comments raised on any Agenda Items.

11350 PLANNING: Planning On-Line Public Notices – view plans on www.westlancs.gov.uk/planning

a) Weekly List Items (items marked* were considered under the Parish Council Prior Notification Procedure (PNP) to meet the deadline for response)

There were NO COMMENTS in the cases of:

*2021/0366 *0379 *0427 *0431 *0338 *0380 0464 0511 0537 0546

In the case of:

2021/0383/FUL 22 Town Green Lane – with local knowledge of the serious flooding issues at Aughton Town Green Primary School, Town Green Lane and Prescott Road, members considered conditions should be imposed (in compliance with LP Policy GN3 – sustainable drainage system improvements to reduce flooding risk) – any driveway crossing the ‘cockbeck open drainage channel’ to access Town Green Lane must have permanent channel large enough to meet WLBC ‘capacity standards’ and to try and alleviate the flood water backing up to the primary school.

(Councillor Greene declared his DISCLOSABLE PECUNIARY INTEREST in the next application, as his property was in close proximity to the site and left the meeting during discussion)

2021/0348/FUL Aughton Lawn Tennis Club, Granville Park – Aughton Parish Council recognised Aughton Lawn Tennis Club’s ambition to enhance the club’s facilities. Granville Park Conservation Area was a ‘special place’ and the ‘setting’ of the tennis club played an important role in the informal rural, green and picturesque character of the location and made a significant contribution to the character of the Conservation Area. Local residents’ main objections to the proposal appeared to be around:

- a) loss of mature trees and the impact on the environment and wildlife (the Parish Council considered the trees played an important screening function and the comments from the Borough Council Arboricultural Officer were awaited).
- b) flooding and drainage (with local knowledge of the history of flooding problems in nearby Capilano Park/Winifred Lane, members considered an assessment of Flood Risk should be carried out to ensure/prevent any undue increase in surface water run-off and to reduce the risk of flooding).
- c) increase in traffic, *noise and *lighting problems plus an inevitable increase in parking - *the Senior Environment Health Officer's comments noted (members noted that William Arnold Silcock Memorial Playing Field Car Park was listed as additional parking for any increased use at the tennis club should planning permission be granted. This car park which is leased, managed and maintained by the Parish Council for authorised users of the 15 acre site, ie Sports Pavilion (bowls, tennis, cricket and football), a Village Hall and Annexe, a large playarea and other uses ancillary to the site, plus up to 2 hrs parking (short stay) for access to the village amenities. With just 76 car parking spaces, this 'alternative' suggestion was not an acceptable solution for 'off-site' private club use and would put even more pressure on the very busy village car park. A traffic management plan should therefore be provided).

Members would therefore wish to ensure the proposal, in totality, would not detrimentally affect the residential amenity of neighbouring properties in close proximity to the site by way of parking and traffic issues, flooding and drainage problems, and noise and light pollution. (application 'called-in by B.Councillor) (Councillor Greene resumed the meeting)

2021/0372/FUL 10 Middlewood Road – members raised no objections to the proposal providing full drainage requirements would be met, adequate car parking provided, and provision made to adequately manoeuvre vehicles accessing and egressing the site on this shared access private road.

(Councillor Roberts declared his NON-PECUNIARY INTEREST in the next application as a nearby neighbour)

2021/0411/FUL 26 Ryder Crescent – members raised no objections to the proposed alterations to the dwelling but wished to ensure that if the proposed new pavement crossing was likely to affect the health of the tree planted on the highway (by local residents when the estate was built), a condition be imposed to replace the tree with a suitable alternative and planted safely, in close proximity, to try and maintain the aesthetic appearance of Ryder Crescent.

2021/0477/FUL 44 Granville Park – members raised concerns about the request to remove the mature Holly Tree which contributed to the aesthetic appearance, setting and character of Granville Park Conservation Area.

(Councillor Waugh declared his DISCLOSABLE PECUNIARY INTEREST in the next application, as a close relative was employed at the establishment, and left the meeting during discussion)

2021/0389/FUL Dog and Gun Inn, 233 Long Lane – members noted the application without comment. (Councillor Waugh resumed the meeting)

2021/0494/FUL 64 Swanpool Lane – members noted the history of the site and wished to ensure the current proposals would not impact on the residential amenity of the neighbouring property.

b) Planning Applications receiving a Refusal Decision:

2020/1208/FUL 46 Granville Park West – conflicts with LP Policy EN2 – tree protection/health of trees.

11351 PARISH DEEDS & SECURITIES – it was RESOLVED that the list submitted be APPROVED and would be made available for inspection by auditors if requested.

11352 REPRESENTATION OF THE COUNCIL ON OTHER BODIES AND

COMMITTEES/RESPONSIBLE MEMBERS – the list submitted was considered and it was AGREED to fill the Vacancies as follows: elect Councillor Greene to Ormskirk School (1920) Scheme Foundation Trust, Councillor Pendleton to Aughton Village Hall Management Committee, Councillor Waugh to Lancashire Association of Local Councils, Councillors Collins & Mills to Aughton Sports Association, Councillors Collins & Mills to Youth Committee. Responsible Members (working with the Clerk on Consultation

Para.11352 (Continued)

Documents or Issues Arising prior to consideration by the Council) – Councillor Waugh to Health, Councillor Waugh to Law/Legal Matters/Policing Issues/Policy. Councillor Collins to Minerals & Waste Planning, Councillor Mills to Sport & Recreation.

11353 RESPONSIBLE FINANCIAL OFFICER/SYSTEM OF INTERNAL AUDIT/RISK

MANAGEMENT – to confirm that the current system of internal financial control/governance/risk management was reviewed with recommendations at the Finance Committee Meeting held November 2019 and approved by Full Council as an effective and satisfactory financial system (Clerk – Responsible Financial Officer, 1 ex Parish Councillor Mrs M Boulton for routine financial quarterly checks, 1 Independent Person – Internal Auditor to undertake an annual check and to certify the AGAR).

11354 CHEQUE SIGNATORIES – to confirm arrangements, 3 signatories on each cheque, one of whom must be the Clerk. It was **AGREED** to remove 1 ex Parish Councillor from the list and add an additional signatory to the list – appropriate forms to be completed in due course.

11355 AUGHTON UNITED CHARITIES (AUC) – copies of the unaudited AUC Statement of Accounts 2019/2020 were circulated to members and **NOTED**. The Parish Council representative gave a brief report on the Charity's finances and the work of the Charity which continued to give confidential gifts of small amounts of money each Christmas to beneficiaries living in the Parish – mainly elderly residents for the prevention/relief of poverty. It was **AGREED** to elect Councillor Graham Jones as a second representative on AUC.

11356 AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE – as the APC representative had resigned from the Council, Councillor Roberts as a Management Committee Member advised that the AGM would be taking place in the next two weeks. Items for discussion would include the relocation of U3a for the monthly Horizons Meeting from Christ Church Scout Hut to Aughton Village Hall from 24 June 2021.

The Chairman advised the impact of this increased use of the car park would be discussed at the Working Group Meeting (see Agenda Item 11357)

11357 WILLIAM ARNOLD SILCOCK MEMORIAL PLAYING FIELD – to arrange a date for the Parish Council Working Group Meeting (WGM) (as agreed at the April monthly meeting) to consider matters/issues on site and to discuss current and future car parking arrangements at Winifred Lane Car Park. It was **AGREED** to hold the first WGM on Thursday, 3 June, at 11.30pm (Councillors Jones, Greene, Pendleton, Roberts and Ms Woolgar plus the Clerk in attendance).

11358 AUDIT 2020/2021 (notes circulated prior to meeting):

- a) External Audit – the annual audit arrangements by the appointed auditor PKF Littlejohn LLP were **NOTED** with the date for submission of papers on-line confirmed at 30 July 2021.
- b) Extraordinary Meeting to consider and approve the accounts for the year ending 31.3.2010 – Monday, 28 June 2021, commencing at 7.30pm, at Aughton Village Hall Annexe.
- c) Independent Internal Audit – it was **AGREED** to seek the appointment of Mr A Gore of Ormskirk (ex CILCA Parish Clerk).

11359 INSURANCE POLICIES (notes circulated prior to meeting) – NALC & BHIB Insurance Brokers working together to help Parish Councils Protect Communities – it was **RESOLVED** to approve payment for the Amalgamated/Combined Policy which includes a Long Term Agreement to BHIB in the sum of £3,841.41 (£3,429.83 plus Insurance Premium Tax of £411.58) and the Commercial Insurance for the Parish Council Tractor Renewal to BHIB in the sum of £695.70 (£621.16 plus Insurance Premium Tax of £74.54). It was **AGREED** to give consideration to 'BHIB Cyber for Councils/shared costs' and a revaluation of the Sports Pavilion.

11360 LANCASHIRE ASSOCIATION OF LOCAL COUNCILS (notes circulated prior to meeting) - after a brief discussion on the benefits of membership, it was RESOLVED to approve payment to LALC in the sum of £941.78.

11361 CIVIC SUNDAY – it was AGREED to defer this item until there was a review of the COVID-19 Public Health Pandemic Roadmap.

11362 NATIONAL ASSOCIATION OF LOCALS COUNCILS: members considered the consultations on the Future of Local Authority Meetings, Rural Broadband and Electronic Communications Infrastructure and the Clerk was asked to complete the on-line surveys.

11363 POLICING OF AUGHTON – a brief report was given on current problems with antisocial behaviour around the Town Green, Delph Areas and the Quarry. Also theft from the allotments in Holt Green and action taken by the Manager at the Co-op Convenience Store with regards to large groups of youths congregating around the shops. After a lengthy discussion, it was AGREED to make contact with the new Chief Inspector and request a visit from him or his representative at a future Parish Council Meeting.

11364 LANCASHIRE COUNTY COUNCIL: Planned Highway Works in Aughton – view <https://www.lancashire.gov.uk/roads-parking-and-travel/roadworks-and-traffic-regulation-orders/> in respect of Swanpool Lane, Butchers Lane & Brookfield Lane, Fir Tree Lane, Mickering Lane, Gaw Hill Lane, Middlewood Road.

11365 ACCOUNTS (circulated to members)

Income

WLBC – Parish Precept (Part 1) includes Grant	32,511.50
WLBC – Contribution towards Concurrent & General Expenditure	3,554.50
Aughton Village Hall – contribution towards grounds maintenance S/D	500.00

Expenditure

i D Business Limited - service existing cctv system at Sports Pavilion (recommendation given for changes/improvements for consideration during refurbishment of building)	(includes VAT) 148.80
LALC – annual membership subscription	941.78
BHIB – Amalgamated Policy Renewal	3,841.41
BHIB – Special Type Vehicle Insurance (PC Tractor fully comp)	695.70
Sportsline of Wigan – replacement tennis court equipment	180.00
Rawsthorne Commercial Landscaping – grounds maintenance, bowling green, Tipping fees plus diesel for tractor (3 months)	3,541.44
Lancashire Turf Supplies Ltd – supply of special sand for bowling green	178.20
Lancashire Turf Supplies Ltd – mower adjustment/height/cut etc	36.00
Salaries – part-time Clerk/part-time Park-keeper	1,497.53
HM Revenue & Customs – Income Tax & NIC	172.45

It was RESOLVED that all the foregoing accounts be paid.

11366 DATE OF NEXT MEETING – 14 June 2021

There being no further business, the Chairman closed the meeting at 9.20pm.