

# **D R A F T**

## **Thornley with Wheatley Parish Council**

### **Minutes of the Parish Council Meeting held on Monday 28 February 2022 at**

#### **7.00 pm at Thornley School, Thornley**

**Present:** Mrs C Ansbro (Vice-Chairperson/Clerk) in the Chair  
Mr P Hallett (Representative on Parish Councils' Liaison Cttee)  
Mrs G Airey (Responsible Financial Officer)  
Mrs J Faraday

There were no questions from Members of the Public

#### **22.02.01 Apologies for Absence**

Apologies for absence were received from Mr M Hayhurst (Chairman)

#### **22.02.02 Declarations of Interest**

Mr Hayhurst had declared an interest in the planning application at Agenda item 10 c). Comments on this application had been made via email in order to meet the consultation timescale. Mr Hayhurst had not submitted any comments.

#### **22.02.03 Minutes of the meeting held on 8 November 2021**

The Minutes of the meeting held on 8 November 2021 were approved, in the absence of the Chairman a copy was signed by the Mrs Ansbro (Vice-Chair) and Mrs Airey RFO.

#### **22.02.04 Matters Arising**

##### **21.2.10 Flooding Across Main /Carriageway**

The Clerk confirmed she had submitted a report to Highways Agency regarding the problem with flooding. In January, as it appeared the problem had not been resolved, she submitted a further report. On checking the status of the report on 31/1/2022 it stated "This work has now been completed". It does appear that the gulley has been cleaned out which it is hoped has resolved the problem.

##### **21.11.06 Accounts – Damaged Railings at Tile Kiln Corner**

It was noted that a representative from RVBC had visited the site to see the damage.

To-date the repair was still required. As the work was dependent on improvement in the weather and the field being dry the PC agreed to wait to see whether RVBC was going to undertake the repair. If not, its offer to carry out the work was still available.

## **22.02.05      Accounts**

### **a) Budget Reserve Account/Current Account Transactions as at 14/02/2022**

Copies of the statements had been circulated with the Agenda.

Mrs Airey explained that as the on-line account was now set up she could easily run up to date statements. She presented a statement in respect of the Current Account as at 28 February. It was noted that the PC had been able to reclaim the VAT associated with the purchase of the noticeboard. The statement was reviewed by the PC and signed by Mr Hallett.

As the next meeting of the PC is scheduled to be held in May, Councillors have an agreement to allow delegated powers to the RFO/Clerk to approve any urgent payments and to the Chairman to deal with any urgent items of business, all of which would be reported at the May meeting.

### **b) Budget Comparison Statement 1/4/2021 – 14/2/2022**

Mrs Airey presented the Budget Comparison Statement which showed expenditure against budget as at 14 February 2022.

Councillors were informed that there had been some difficulty in paying Bowland with Leagram PC via bank transfer in respect of the PC's contribution to the upkeep of the War Memorial as there seemed to be a mismatch with its account details. A cheque was therefore signed at the meeting.

Discussion took place with regard to the Way Leave payment received from Electricity North West. Mrs Faraday had requested Electricity North West to redirect their correspondence to the Clerk's/PC address but this had not been actioned. She had recently contacted them again and had received confirmation that amendment to the address had now been made. However, as the PC now used on-line banking it would be helpful if future payments were made by transfer into the PCs account. Mrs Airey agreed to contact them to ask if this could be arranged.

### **Action – Responsible Financial Officer**

The Way Leave agreement numbered 5c/2895/c made reference to Arbour Farm and had been signed many years ago by someone on behalf of the Earl of Derby's Estate Office. It was agreed that enquiries should be made to ask if this reference could be removed as the site it referred to is now owned by the Parish Council as part of the land surrounding Thornley School. Mrs Airey agreed to contact Electricity North West regarding this issue.

### **Action – Responsible Financial Officer**

**RESOLVED** Responsible Financial Officer to contact Electricity North West to request future Way Leave payments are made by bank transfer and to enquire about the possibility of removing reference to Arbour Farm in respect of Way Leave agreement no. 5c/2895/c.

### **c) Review of Rent for land surrounding Thornley School**

As not all Parish Councillors had been able to attend the meeting, it was agreed to defer discussion on this item until the next meeting, when all could be present.

**RESOLVED** to defer discussion on this item until all Councillors could be present.

**d) Draft Budget for 2022/2023**

Councillors had received a copy of the draft budget in the Agenda bundle. Mrs Airey explained that £500 had been allocated towards the cost of repairing the white railings. It was noted that this was an estimated amount at this point. Councillors agreed the budget headings for 2022/2023. Mrs Airey would remove draft from the document and resend to the Clerk for file.

**Action – Responsible Financial Officer**

**RESOLVED** budget for 2022/2023 agreed. RFO to remove Draft from the budget and send a revised copy to the Clerk for file.

**e) Review of Asset Register**

Mrs Ansbro explained that the Asset Register had been updated with an uplift in the valuation of the School building to £500,000 (insurance value as at 2021) and the inclusion of the purchase price of the new noticeboard (£599). The amendments were noted.

**22.02.06 Parish Councils' Standards Training**

The new Code of Conduct document promoted by RVBC, which the PC had previously agreed to adopt, made reference to Councillors undertaking training in relation to their duties to promote and maintain high standards. Within the agenda bundle the Parish Council had received the training slides provided by Officers at RVBC. The Parish Council agreed that these contained helpful information and were a useful training tool.

The training had highlighted that Parish Councils should have an appropriate Complaints Policy in place. Mrs Ansbro agreed to draft a policy to be considered by Councillors.

**Action – Parish Clerk**

**RESOLVED** to use the Standards slides as a useful training tool. A draft Complaints Policy to be drawn up for consideration by Councillors.

**22.02.07 Request for small items of work from Highways Department**

Councillors considered the email explaining that the Highways Department were attempting to collate requests of small items of work, ie grit bins, bollards in order to draw up a list of estimated costs to inform PCs on what work could be afforded. Councillors did not have any requests to put forward at the present time.

**22.02.08 Parish Councils' Liaison Committee – Minutes of meeting held on 27 January 2022**

The Minutes had been circulated with the Agenda bundle.

Mrs Ansbro raised awareness regarding the item relating to Parishes being registered with the Information Commissioner's Office. Discussion followed and having considered the Registration Self-Assessment criteria Councillors concluded that the

Council was not responsible for deciding how personal information was processed. Further enquiries would be made to determine any registration criteria which would relate to this PC.

#### **Action - Parish Clerk**

**RESOLVED** further enquiries to be made to determine any registration criteria which would relate to this PC.

#### **22.02.09 Planning Applications**

- a) Consultation on planning application 3/2021/1134 land East of Chipping Lane, Longridge – Development of Phases 2 and 3 for the erection of 198 dwellings, including affordable housing and housing for older people with associated landscaping, SUDS, LEAP and areas of open space**
- b) Consultation on planning application 3/2021/1109 Anam Cara, Birks Brow, Thornley – Proposed single storey lean-to side extension**
- c) Planning consultation 3/2021/1104 Bradleys Farm, Four Acre Lane – Outline planning permission with some matters reserved (approval sought for the reserved matters of appearance, landscaping, layout and scale) for the erection of an agricultural worker's dwelling**

Comments from Councillors regarding these applications had been provided by email. The Applications had been put on the Agenda to confirm Councillors comments.

In respect of Application a) Councillors had previously commented on this scheme and had raised concern about the potential for flooding in the surrounding area. It was hoped that the Drainage Strategy and Flood Risk Assessment and the Drainage Management Plan would address this issue. Councillors also noted that this application increased the number of dwellings from 193 to 198. They, therefore, had reiterated previous comments about the potential effects additional residents would have on local services and roads.

In respect of Application b) the PC's response was to note that it was a moderate size, did not have adverse visual impact and attention had been paid to the suitability of the design.

In respect of Application c) the PC's response noted that the application was for a property to be used to provide an on-farm agricultural worker's dwelling. Although the proposed dwelling appeared to be of a substantial size, the Planning Statement explained that the dwelling was intended to become the permanent home for the agricultural worker and her family going forward.

All comments had been submitted to RVBC within the consultation timescales.

#### **22.02.10 Date and Time of next meeting/s**

The date and time of the next meeting was agreed as Monday 9 May 2022 commencing at 7pm. This would be the Annual Parish Meeting which would then be followed by the Annual Parish Council meeting.

The meeting closed at 8.05 pm

Signed \_\_\_\_\_ Date \_\_\_\_\_