

## **Thornley with Wheatley Parish Council**

### **Minutes of the Parish Council Meeting held on Monday 13 May 2019**

#### **at 7.00 pm at the Derby Arms, Thornley**

**Present:** Mr M Hayhurst (Chairperson)  
Mrs C Ansbro (Vice-Chairperson/Clerk)  
Mrs G Airey (Responsible Financial Officer)

**Apologies:** Mr P Hallett

#### **19.5.01 Apologies for Absence**

Apologies for absence were received from Mr Hallett

#### **19.5.02 Declaration of Interests**

Mrs Airey indicated an interest in Agenda item 9 a) in respect of extension to agricultural building at Thornley Hall Farm. She had, therefore, not been involved in the comment on this application.

#### **19.5.03 Minutes of the previous meeting**

The Minutes of the meeting held on 11 February 2019 were approved and signed.

#### **19.5.04 Matters Arising from the meeting held on 11 February 2019**

##### **18.7.13 Parish Council Noticeboard**

The internal pin-board had been replaced and the noticeboard was now back in use.

##### **19.2.07 Inspection of Trees – Risk Management Process**

The risk assessment had been completed and is available on the website.

##### **19.2.13 Lap top for use by Parish Clerk**

Mrs Ansbro had previously discussed with Mrs Airey the difficulties she was having with the old printer she was using for PC work. Mrs Airey had agreed that the PC would fund a new one and this had now been purchased. A suitable lap top was still being explored.

#### **19.5.05 Parish Councillors Acceptance of Office and Declaration of Interest and Arrangements for Co-option to Parish Council**

The Councillors present completed the required Acceptance of Office and Declaration of Interest forms. Forms would be provided for Mr Hallett to sign as soon as possible.

Unfortunately, due to being out of the Country, Mrs Faraday's application to be re-elected as a Parish Councillor had not been received by the required deadline for submission. It was therefore agreed that Mrs Faraday would be co-opted onto the Parish Council. The relevant forms would be made available for Mrs Faraday to sign.

**RESOLVED** Appropriate forms to be completed by all Parish Councillors and forwarded to Ribble Valley Borough Council for publication on the Council's website.

**Action** - Parish Clerk

#### **19.5.06 Election to Parish Council Roles**

Councillors were appointed as follows

Mr M Hayhurst	-	Chairperson
Mrs C Ansbro	-	Vice Chairperson/Parish Clerk
Mrs G Airey	-	Responsible Financial Officer

It was anticipated that Mr Hallett would continue in the role of Representative on the Parish Councils' Liaison Committee.

#### **19.5.07 Accounts**

##### **a) Statement of Accounts**

The Parish Council's Ledger showing the transactions for 2018/2019 was reviewed and signed.

##### **b) Certificate of Exemption**

It was agreed that the Parish Council met the criteria to certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller authorities) Regulations 2015. The Certificate of Exemption 2018/2019 had been completed and was signed. This would now be emailed to the External Auditor.

##### **c) Annual Governance Statement 2018/2019**

The completed Annual Governance Statement 2018/2019 was approved and duly signed by the Chair and Parish Clerk.

##### **d) Accounting Statements 2018/2019**

The completed Accounting Statements 2018/2019 signed by the Responsible Financial Officer were presented and approved and duly signed by the Chairman at the meeting.

**RESOLVED** Completed Certificate of Exemption to be emailed to External Auditors and posted on the PC's website. The Annual Governance Statement and Accounting Statements to be posted on the PC's website.

**Action** - Parish Clerk

The internal audit conclusions as summarised in the Annual Internal Audit Report 2018/19 were also reviewed. It was noted that a new objective regarding the exercise of public rights would be introduced for year ending 2019/2020.

#### **19.5.08 Visit to Thornley School**

Councillors further discussed their visit to the School on 17 March when Representatives from Thornley Community Space (TCS) had explained what refurbishment had been undertaken. At the visit the Representatives had asked the PC if they would reconsider providing funding towards the cost of creating a usable toilet facility in the area near the main entrance, rather than towards the cost of a purpose built toilet block at the rear of the building which they felt would need to be developed at a later stage. Councillors had agreed to this, in principle, dependant on TCS finding out the following

- what work is required in order to meet fire regulations before the building can be used by the public?
- what is required to meet requirements for disabled access to the building before it can be brought into use by the public?
- the maximum number of people who can be accommodated in the School once renovated if it has only one entrance/exit route
- confirmation from the Highways Authority that the current access/egress from the main road onto/from the site is still acceptable

To date no response to these questions had been received from TCS.

**RESOLVED** An email to be sent to TCS requesting early response to the queries raised.

**Action** - Chair/Parish Clerk

#### **19.5.09 Planning Applications**

- a) Thornley Hall Farm – Extension to agricultural building to house livestock No. 3/2019/0118
- b) Seven Acre Bungalow – Conversion of existing bungalow to a double garage and erection of a replacement two-storey dwelling with extension of residential curtilage No. 3/2019/0057

Due to consultation timescale Members comments were provided via email on the above applications. Items have been put on the agenda to confirm Members comments. Members had no objections to these applications and RVBC had been notified accordingly.

#### **19.5.10 Any other business**

#### **19.5.11 Public Rights of Way – Local Delivery Scheme 2019/20 Opt In**

Mrs Ansbro brought Members attention to a letter from Lancashire County Council regarding the above opt-in scheme. No-one present was aware of any gates/stiles/signposts in the Parish where vegetation clearance or removal of

upgrowth was required. The deadline for opting-in was 17 May and it was decided that the PC would not take part in this round.

**19.5.12 Date and Time of next meeting**

Monday 12 August 2019 commencing at 7.00 pm.

The meeting closed at 8.05 pm

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Signed

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Date