

Thornley with Wheatley Parish Council

Minutes of the Annual Parish Council Meeting held virtually via Zoom on

Tuesday 4 May 2021 at 7.15 pm

Present: Mr M Hayhurst (Chairperson)
Mrs C Ansbro (Vice-Chairperson/Clerk)
Mrs G Airey (Responsible Finance Officer)
Mr P Hallett (Representative on Parish Councils' Liaison Ctte)
Mrs J Faraday

21.5.01 Apologies for Absence

There were no apologies for absence.

21.5.02 Declarations of Interest

Mr Hayhurst and Mrs Ansbro declared an interest in the planning application in respect of Lea Barn, Four Acre Lane.

21.5.03 Appointment to Roles

The following appointments to roles for the next 12 months were proposed and seconded –

Chairman - Mr M Hayhurst

Vice-Chairman/
Clerk - Mrs C Ansbro

RFO - Mrs G Airey

Representative on
PCLC - Mr P Hallett

21.5.04 Minutes of the meeting held on 9 February 2021

The Minutes of the meeting held on 9 February 2021 were approved and a copy would be signed by the Chairman and forwarded to the Clerk.

21.5.05 Matters Arising

21.2.10 Flooding Across Main Carriageway

Mrs Ansbro reported that she had submitted a fault report via email to Highways Authority which included photographs, explaining the PCs concern regarding the flooding/ice problem which occurred frequently on a stretch of road between Four Acre Lane and the entrance to Ferrari's Restaurant. The outcome from Highways posted

on-line indicated that the report had been “a general gritting request” and the status was “This matter does not meet the required levels for work at this time”.

The PC felt that the matter had not properly been considered as the issue was the flooding of the carriageway which became icy in cold weather. The farmer had told the Chairman that in the past rainwater had discharged under the road but that this was no longer the case. It was therefore proposed that a current photograph be taken of the area which was dry due to the lack of rain over the past few weeks, to try to identify that the land fell away quite significantly and when the area was flooded this was not apparent to vehicles on the road and that the matter be reported again to Highways Authority.

RESOLVED A further report be submitted to Highways Authority.

Action - Clerk

21.2.05 Accounts a) Bank Statements to 5 January 2021

Mrs Airey (RFO) explained that she and the Clerk had completed and submitted an electronic request form to the Bank to set up internet banking for the PC. The Bank had sent an email raising a query regarding the Clerk’s email address which had not initially been seen by Mrs Airey. As a period of time had elapsed since the application had been submitted it may have expired. Mrs Airey would contact the Bank to understand and resolve the issue raised.

RESOLVED RFO to contact the Bank in order to understand and resolve the issue raised.

Action - RFO

21.5.06 Accounts

a) End of year Income and Expenditure Statement 2020/2021

Mrs Airey presented the end of year Income and Expenditure Statement 2020/21 which Councillors reviewed. She explained that there was a typo error on the balance brought forward line which should read 01/04/2020. She would amend the Statement and forward the amended version to the Clerk. With this amendment Councillors agreed that the Statement should be signed off.

RESOLVED RFO to amend the Statement which could then be signed off by the Chairman.

Action - RFO

As the next meeting of the PC was scheduled to be held on 9 August Councillors confirmed 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 August meeting.

b) Bank Statements to 1 April 2021

The Current Account and Business Reserve Account Statements for the period 5 January to 1 April 2021 were noted.

Mr Hallett agreed to check that the cheque numbers/amounts indicated on the Current Account Statement corresponded with the income/expenditure and would sign off the Statement. The signed copy to be forwarded to the Clerk.

Action - P Hallett

c) Asset Register

The Asset Register was presented for annual review. Currently there were no additions to the Register. The Register would be updated to "as at March 2021".

Action - Clerk

21.5.07 Annual Governance and Accountability Return 2020/21

a) Certificate of Exemption

Councillors considered that the PC fulfilled the criteria to be able to certify itself exempt from a limited assurance review. The Certificate of Exemption would therefore be signed and submitted to the External Auditors.

RESOLVED completed and signed Certificate of Exemption to be submitted to the External Auditors.

Action - Clerk

b) Annual Internal Audit Report 2020/21

Councillors reviewed the completed Annual Internal Audit Report 2020/21 and noted that the assessment indicated that control objectives were being achieved throughout the financial year.

c) Annual Governance Statement 2020/21

The completed Annual Governance Statement 2020/21 was reviewed and approved by the Council.

d) Accounting Statements 2020/21

Mrs Airey presented the completed Accounting Statements 2020/21 which were considered and approved by the Council.

e) Notice of period for the exercise of public rights

Councillors considered the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) in respect of year end 31 March 2021 and noted that appropriate documents would be available for inspection by any person interested commencing on Monday 14 June and ending on Friday 23 July 2021. The completed Notice would be published on the PC's Website not less than 1 day before the inspection commencement date.

RESOLVED Completed AGAR documents to be posted on the PC's website before 1 July 2021 and the Notice of period for the exercise of public rights to be published not less than 1 day before 14 June 2021.

Action - Clerk

21.5.08 Letter from Bowland Pennine Mountain Rescue Team

Bowland Pennine Mountain Rescue Team had contacted the PC to request a donation to the Charity in support of its provision of search and mountain rescue services in Lancashire. The RFO had approved a donation of £50 and Councillors noted the letter of thanks from the Charity.

21.5.09 Update from Community Space regarding the refurbishment of Thornley School

Councillors discussed the email update from Community Space regarding work on the refurbishment of Thornley School. Councillors were pleased to note that phase 1 of the rewiring had been completed; the indoor toilet macerators had been connected and the toilet and hot water to both sinks were fully working and some internal walls had also been re-plastered and repointed. Around 8 May work to tackle the persistently leaking chimney was due to take place, together with work to install heating.

It had always been the intention that when suitably renovated the School would be available to the PC for Council meetings. During the pandemic regulations had allowed PCs/Local Authorities to hold meetings remotely. However, after 7 May 2021 this would no longer be the case and there was a requirement to return to face-to-face meetings. Councillors therefore agreed that Community Space should be contacted to explain that the PC needed a meeting venue and wished to use the School going forward.

It was also agreed that the PC request sight of the insurance policy held by the Charity in respect of the School so that the PC could assure itself that the School was appropriately insured.

Mr Hayhurst and Mr Hallett had received a copy of Chipping Community Land Trust's Chairman's Report which stated that the Trust was "looking at other potential projects within its wider area of benefit Possible schemes being considered ... The former Thornley School, Thornley with Wheatley". The Parish Council had not been contacted regarding this potential proposal so was unclear on the intention. It was agreed that Community Space be asked if they were aware of this statement.

RESOLVED Community Space be contacted to explain that the PC needed a meeting venue and wished to use the School going forward. The PC to request sight of the insurance policy held by the Charity in respect of the School so that the PC could assure itself that the School was appropriately insured. Community Space be asked if they were aware of the statement in the Chipping Community Land Trust's Chairman's Report.

Action - Clerk

21.5.10 Planning Applications

Planning Applications have been put on the Agenda to confirm Councillors' comments.

a) Smithy Cottage, Birks Brow – erection of a single lodge on agricultural land and formation of improved access (resubmission of 3/2019/0773) No 3/2021/0077

Due to consultation timescale comments on this application had been requested via email. The Planning Statement attached to the application indicated that part of the application was aimed at providing temporary accommodation to allow works to be carried out at Smithy Cottage, after which it would become a holiday let. The Statement further explained that the proposal was to develop a small part of agricultural land for lodge style holiday accommodation, initially one unit but with potential to increase this to 2/3 units. Initially 2 Councillors did not feel they could agree with this application. This response was sent to the Planning Authority. Subsequently, the Chairman had a conversation with the Applicant who explained that he had been following planning advice when suggesting there could be 2/3 units but he only wanted to site one. With this further information, only 1 Councillor did not agree with the application and the Planning Authority was notified accordingly. The planning decision was – Refused.

b) Lea Farm Barn, Four Acre Lane – proposed conversion of barn to residential dwelling and associated works No 3/2021/0098

Due to declarations of interest, the Chairman had proposed that comments on this application were submitted via email. There were some mixed feelings regarding this application and some points were further clarified. Ultimately no objections were raised. The Planning Authority was notified accordingly. The planning decision was – Refused.

c) Seven Acre Bungalow, Forty Acre Lane- proposed single storey extension to existing dwelling, extension of existing curtilage No 3/2020/1062

Due to the consultation timescale email discussion took place regarding this application. Issues raised included the potential size of the development; it would overlook a neighbouring property; it would have greater visual impact; there would be limited vision from the driveway and potentially more traffic using the site. Two Councillors felt they could not support the application. The Planning Authority was notified accordingly. As of this meeting date the planning status was – Registered.

21.5.11 Date and Time of next meeting

The date and time of the next meeting was confirmed as Monday 9 August 2021 commencing at 7pm

The meeting closed at 8.10 pm

Signed _____ Date _____