

Cloughton on Brock Parish Council

The minutes of the Parish Council Meeting held remotely by video link on Tuesday 13th April, 2021 commencing at 7.30pm.

1. Those Present
Councillor F.J. Fitzherbert-Brockholes – Chairman
Councillor R E Eccles
Councillor E. Leach
Councillor R. Clark
Councillor J. M. Gornall
LCC and Wyre Councillor S. Turner
Wyre Councillor E. Webster
J.E. Hallas – Clerk
2. Apologies
Councillor S.M. Dewhurst
LCC and Wyre Councillor S. Turner
3. The minutes of the meeting held on Tuesday 12th January 2021, were resolved by the Council to be a true record.
4. Declarations of personal or prejudicial interest in any of the agenda items

There were no declarations made.
5. Chairman's, Councillors', and other Reports.

Councillor Webster provided the meeting with updates on the plans for reopening Wyre Council run leisure facilities as part of the Covid 19 easing of lockdown restrictions. She also explained that she had been approached by a Cloughton resident who had expressed concerns that the facilities at the Braeden Stables were being used in breach of the planning permission for the premises. Councillor Webster stated that she had contacted the Wyre Planning enforcement staff, however due to Covid there is currently no enforcement activity. The Chairman and Clerk commented that problems relating to this property and alleged breaches of the terms and conditions of the permission granted for it is a long running saga. The Chairman suggested that himself and the Clerk arrange to brief Councillor Webster in a separate meeting, and this was agreed. The Clerk will arrange this.

Councillor Eccles raised concerns about the long-standing problem of vehicles being parked on the south side of New Lane on the eastern approach to the canal bridge. This is a problem which in the past has been brought to the attention of the LCC Highways and the Police without any satisfactory resolution. The Clerk stated that he will raise this matter again with Highways and with Councillor Turner.

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6. Planning Applications – Updates and discuss and resolve

6.1. Consultation 20/01189/FUL – Demolition of existing building and erection of replacement single storey office extension, timber storage area, formation of new openings and cladding **is still pending decision.**

6.2. Consultation 21/00070/FUL – Claughton Cottage, Ducketts Lane
The Clerk informed that this application had resulted in a significant quantity of objections from local residents who have alleged that there are several discrepancies contained within the application and their other concerns about the arrangements proposed for waste and foul water discharges. The Clerk stated that he had been in contact with the Planning Case officer, and she had given assurances that site visits etc. would be taking place prior to any final decision. **Still pending decision.**

6.3. New Application – Consultation 21/00432/FUL
This application for conversion of Unit 7 at Stubbins House Farm involves creation of mezzanine floor and will house a gym. The Council considered the application and whilst no principal objections were raised questions were asked about the quantity of parking space available on the site. The Clerk will highlight this in the response to consultation request.

6.4. New Application – Consultation 21/00183/LBC at Duckworth Hall Barn
This application is for the replacement of existing wooden framed doors, windows, and the conservatory/porch with high quality UPVC and Composite materials.
The Council's members were surprised that this property is a Listed Building, however there were no principal objections raised; although it was suggested that suitable alternative materials such as an extremely durable long-life timber were available, and this could be suggested to the owners as a more suitable option for the property. The Chairman stated that he would investigate and take any appropriate steps to follow up. The Clerk will notify the Planning Case Officer that the Council has no major objections.

7. Finance

7.1. Receipts and Payments

The Council discussed receipts and payments statements for the year 2020/21 ending on the 31st of March 2021. The Council resolved to approve the payments made from the account since the last meeting of the Council: these include cheque numbers 000792 to the latest payment cheque number 000802.

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7.2. Current Account Reconciliation

The Council discussed and approved the Current Account reconciliation for the year ending 31/3/2021. A reconciliation statement dated 31st March 2021 using the bank statement dated 26th February 2021 was presented and approved. The Clerk informed the meeting that cash balance carried forward into the financial year 2021/2022 was £8488.59. However, in addition to this amount payments due from HMRC, of a VAT refund (£142.60), plus contributions from the Memorial Hall towards waste recycling (£307.80) and from Myerscough and Bilsborrow Parish Council (M&B PC) for the 2020/2021 payments to the Lengthsman and contribution to Waste recycling costs (£63.04) will result in a total carry forward of £9002.03.

The Clerk also presented the account statement for the year 2021/2022 ending 31st of March 2022. The precept (£18000.00) for 2021/2022 was paid by Wyre Finance to the Parish Account on 1st April 21, 2021 and when added to carried forward funds less unrepresented cheques and receipts via bacs the account shows a balance of £24,841.92 on the 7th of April 21, 2021. A reconciliation statement dated 7th April 2021 using the bank statement dated 27th March 2021 was presented and approved.

7.3. Annual Governance & Accountability Return

The clerk had distributed to members prior to this meeting a copy of the various return documents that must be prepared and made available for public examination and for submission to the internal auditor and external auditor as required by law. The members of the council attending this meeting confirmed the accuracy of the information contained in the documents and resolved to give approval for the Chairman to sign all of the Return documents on behalf of the Council.

The Clerk took the opportunity to explain to the members that the ongoing arrangements with M&B PC, in which Cloughton administers and pays the Lengthsman each month on behalf of the work done for the two Parishes will need to be amended. The current arrangement requires M&B PC to make a quarterly payment to Cloughton to cover the gross scheduled hours of work expected with a final settlement payment at the end of the financial year. The Clerk further explained that whilst the system has worked well and in itself is not a problem the issue of concern is that these payments into our account combined with the total annual other receipts will raise the income level above the £25K threshold level that determines qualification/exemption from external audit which incurs a significant charge. Currently our Council is exempt. The Clerk will agree with the M&B PC Clerk alternative arrangements to deal with this.

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8. Other Items for Information and Discussion Only

- 8.1. Councillor Eccles raised concerns about the long-standing problem of vehicles being parked on the south side of New Lane on the east side approach to the canal bridge. This is a problem which in the past has been brought to the attention of the LCC Highways and the Police without any satisfactory resolution. The Clerk stated that he will raise this matter again with Highways and discuss with Councillor Turner.

- 8.2. The Clerk informed the meeting that with effect from the 1st of April the Parish Council will cover all of the costs of the Gaskell's Waste Recycling contract (M&B PC will still contribute one sixth as they have done since the contract commenced). The Memorial Hall will then cover all of the costs of providing B4RN Wi-Fi at the hall £360.00/annum.

- 8.3. The Clerk informed the meeting that he had received confirmation of the insurance premium for renewal on 1st June for 2021/22 from BHIB Insurance brokers and this will be £158.47.

- 8.4. Virtual Meetings – the Clerk informed the meeting that the current legislation to allow councils to meet in this way is due to end on the 7th of May. The National Association of Local Councils is still seeking to have this extended but to-date the Government is sticking to the 7th. The meeting discussed this, and the consensus view was that a resumption of meetings at the Memorial Hall would be better and could be arranged safely. Unless there is any significant disruption and change to the Government's plans for a return to 'normal' over the coming months the Council will arrange to meet at the Hall.

9. The next meeting date is Tuesday 6th July 2021 at 7.30pm.

Minutes prepared by: J.E. Hallas (Clerk)

Approved by: F.J. Fitzherbert-Brockholes (Chairman)

Date: