

# PILLING PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD ON WEDNESDAY 13th MAY, 2020  
At 7.00pm



**Government legislation prohibited public gatherings and restricting council business; this meeting was held virtually**

*Present:*

*Pilling Parish Councillors;*

*J. Savage, Chairman,  
N. Cookson, Vice-Chairman  
J. Barton  
Mrs. E. Cookson,  
G. Curwen  
Mrs. J. Judkins,  
E. Moorat  
S. Phillpotts,  
P. McWhirter  
Gillian Benson, Clerk to the Parish Council  
Lancashire County Councillor M. Salter*

The Coronavirus Act, which the government introduced on 19 March, postpones any elections that were due to be held in May 2020 until 6 May 2021. Any other elections, such as the parish council; will also be postponed until May 2021. The Chairman welcomed everyone to our first virtual meeting.

### **4872. APOLOGIES FOR ABSENCE**

Cllr. Mrs. A. Robertson sent apologies for this meeting. Wyre Councillor Holden also sent apologies.

### **4873. DECLARATION OF INTERESTS**

Councillors are asked to declare any interests on agenda matters and reminded that any change in interests must be notified to the clerk within 28 days.

Cllr. G. Curwen, Cllr. S. Phillpotts, Cllr. E. Moorat, Cllr. P. McWhirter and Cllr. J. Savage declared interests as members of the Community Hall Committee.

### **4874. MINUTES OF THE PREVIOUS MEETING**

*Resolved: The minutes of the meeting held on 11th March and 8th April, 2020, having been circulated, were agreed and signed by the Chairman as a true record.*

### **4875. PUBLIC PARTICIPATION**

The meeting was adjourned to allow guests and residents to speak.

### **Lancashire County Councillor Matthew Salter**

The main focus for County was flooding with Pilling FLAG up and running well; the residents have done a fantastic job. Then Covid 19 overshadowed us with financial costs still mounting nationally and locally responding to the crisis. County staff is redeployed to social care and socially distancing during work. This is a challenging time, but Lancashire residents are rising to the challenges.

The meeting will be resumed.

#### **4876. CHAIRMAN'S ANNUAL REPORT**

It is fair to say that at the beginning of the year no-one could have predicted that in a matter of weeks we would be in a state of lockdown. The parish and indeed the country have faced great challenges over the years and have come through. While many planned events have inevitably had to be set aside; there will be a future and there will be continuity.

Over the course of the year we have seen the placing of a plaque to commemorate the end of the First World War; sadly events to mark VE Day have been affected by the pandemic. It is hoped that later in the year there will be an opportunity to celebrate, it would be appropriate if this were to coincide with VJ Day.

Despite the disruption, the work of the parish council goes on. In common with other parts of the country, Pilling is expected to provide more housing. This does however create some difficulties when the infrastructure is unable to support this expansion.

We have seen how areas of the parish are prone to flooding, some drainage of the watercourses has taken place over the past year and while this had aided the flow of water, problems still exist. Pilling Flood Action Group will, we hope, enable people to be better prepared for when flooding occurs. Meeting with various agencies to address the problems still continue and are valuable in flagging up areas that require work. All too often though, we are told that work cannot take place until funding is available.

Another difficulty caused by extra housing is the increase in traffic which puts further strain on ill maintained roads. Work to repair a road collapse on Taylors Lane took place recently and after a few days another part of the same road caved in. Failures by agencies to complete works properly are again passed off as being due to shortage of money. Parishioners are concerned as are we at the number of times traffic lights are situated for essential work to be completed. Coordination is needed to ensure that inconveniences to traffic are kept to a minimum.

We have been pleased to welcome three new councillors who have taken office, they have settled in well and are all making valuable contributions to the work of the council. Recently meetings have commenced with neighbouring parish and town councils with the aim of providing a unified front to on matters of common concern.

As many newcomers to the village have found, Pilling is a thriving and pleasant location. The village has looked wonderful over the months due to the work of a band of helpers ably led by our Parish Lengthsman Stan.

In January construction started on the new community hall and the builders have made splendid progress especially given the twin effects of poor weather earlier in the year and the pandemic. It is an impressive structure and will be the home for many village activities in the years to come. Perhaps when we are able to meet together again we will appreciate village events even more.

Throughout the past year and through these difficult times as we seek to lead our community, I am grateful for the support of my fellow councillors, our clerk Gillian and our lengthsman Stan.

John Savage, Chairman Pilling Parish Council

*Resolved: The Parish Council accepted the report.*

**4877. RESPONSIBLE FINANCIAL OFFICER ANNUAL REPORT**

Pilling Parish Council Carried forward:		Year end:
Nat West:	£3,643.41	£6,643.41
Furness Building Society:	£36,819.58	£52,584.73
Balance	£40,462.99	£59,162.28

The Parish Council precept in 2019 – 2020 was £67,000; rose in line with inflation and to build funds for on-going projects including a water pump for the sea embankment, defibrillator maintenance and reserves for future parish projects.

Pilling in Bloom; who use the Parish Council's financial facilities, raised an extraordinary amount in sponsorship, thanks wholly to the tireless efforts of Stan Raby. The Parish Council is rightly proud of his diligence when, with his team, planted up the village and extended areas of floral displays. This resulted in two awards from the RHS North West in Bloom.

The Parish Council received two Moons Trust grants for the ANPR and drainage of dykes over Eagland Hill. An insurance pay out was made following the bus shelter damage at The Elletsons Arms. Grass cutting contracts were down as Adactus paid early the previous year and have not paid yet this year.

Employee costs were down as the previous year we had the hand over to the new Parish Lengthsman. The Parish Council did not purchase capital equipment; lowering their costs and donations were considerably less; as a £20,000 to the Community Hall had been made in the previous year.

Pilling in Bloom greatly increased their extensive planting in the village increasing costs, administration, audit and insurance costs were slightly higher, new councillors took advantage of training courses to assist with their position. The Pilling Newsletter included more information for residents making for bumper editions and increasing costs.

Gillian Benson, Responsible Financial Officer  
*Resolved: The Parish Council accepted the report.*

**4878. DATES OF FUTURE MEETINGS**

Councillors are asked to note the following meeting dates of Pilling Parish Council, which will be held virtually or St. John's Church Hall, School Lane, at 7.00pm, unless an agreed change is made:

10th June, 2020,	8th July, 2020,	12th August, 2020,
9th September, 2020,	14 <sup>th</sup> October, 2020,	11 <sup>th</sup> November, 2020,
Christmas Tree switch-on, 7th December, 2020		
2nd December, 2020, alternative venue will be sought.		
Senior Citizen's Christmas Party 8th December, 2020		
13 <sup>th</sup> January, 2021,	10 <sup>th</sup> February, 2021,	10 <sup>th</sup> March, 2021,
14th April, 2021, Annual Parish Meeting		
12 <sup>th</sup> May, 2021, Annual Parish Council Meeting		

*Resolved: Councillors agreed and noted these dates.*

**4879. ELECTION OF REPRESENTATIVES**

a. Finance Committee

Cllr. Mrs. E. Cookson, Cllr. N. Cookson, Cllr. E. Moorat and Cllr. J. Savage

b. Planning Committee

The Chairman will call meetings as necessary

c. Human Resources Management Committee

Cllr. Mrs. E. Cookson, Cllr. E. Moorat and Cllr. P M<sup>o</sup>Whirter.

d. Pilling in Bloom Committee

Cllr. Mrs E. Cookson

e. Responsible Financial Officer

The Clerk, Gillian Benson

f. Signatories on Bank Mandates

Cllr. Mrs. E. Cookson, Cllr. G. Curwen, Cllr. E. Moorat and Cllr. N. Cookson. The clerk has been added to be recognised by the bank, but will not sign.

g. Signatories on Reserve Account

Gillian Benson and Cllr. G. Curwen

h. Internal Auditor

Jan Finch

i. Senior Citizen's Christmas Party Committee

Cllr. Mrs. E. Cookson and Cllr. J. Savage.

j. Editor and Sub-Editor to the Parish Newsletter

Cllr. E. Moorat and Cllr. J. Savage

k. Tree Warden

Cllr. P. M<sup>o</sup>Whirter

l. Representative on the Pilling Community Hall Committee/Pilling 20 20

Cllr. P. M<sup>o</sup>Whirter and Cllr. E. Moorat

m. Representative on the Carter's Charity Trustees

Cllr. Mrs. E. Cookson

n. Representatives on the Wyre Area Lancashire Association of Local Councils

Cllr. J. Barton, Cllr. N. Cookson and Cllr. G. Curwen.

o. Representatives on the Water Meetings

Cllr. J. Barton, Cllr. N. Cookson and Cllr. G. Curwen

*Resolved: Councillors agreed these representatives will continue.*

**4880. PARISH COUNCIL INSURANCE**

*Resolved: Councillors considered information from Zurich Insurance and agreed to pay the premium.*

**4881. PLANNING APPLICATIONS**

**Planning permissions granted:**

*20/00014/FUL*

Proposal: First floor side extension and replacement roof

Location: Smallwood Hey Farmhouse Smallwood Hey Road Pilling

*19/01261/FUL*

Proposal: Erection of an annexe for use in association with Parkfield House

Location: Parkfield House Horse Park Lane Pilling

**Prior approval not required:****20/00316/AGR**

Proposal: Prior notification for the erection of an agricultural storage building

Location: Land at Village Farm School Lane Pilling

**Planning discharge from previously granted application****16/00317/DIS**

Proposal: Discharge of conditions 5 (land levels) and 6 (drainage) on planning permission 16/00317/OUTMAJ

Location; Land at Garstang Road Pilling

**20/00014/DIS****Proposal:** Approval of details reserved by condition on planning permission 20/00014/FUL, condition 4 (roof details)**Location:** Smallwood Hey Farmhouse Smallwood Hey Road Pilling**Prior Approval Application;****20/00358/AGR****Proposal:** Prior notification for the creation of a rainwater reservoir**Location:** Foxfield Nurseries Ox Close Lane off School Lane Pilling**Planning Applications for consideration and comment:****20/00320/COUQ****Proposal:** Prior approval for proposed change of use of agricultural building to three dwelling houses under class Q of the GDPO**Location:** Low Carr Nurseries, Head Dyke Lane, Pilling*Resolved: The Parish Council is concerned the criteria used to make this application.***4882. FINANCE****Audit 2019 – 2020**

Year End Accounts

Bank Reconciliation to 31st March, 2020

Budget Monitoring to 31st March, 2020

AGAR 3 completed for the external auditor:

1, Governance Statement

2, Accounting Statement

The date of the external audit has moved due to COVID 19

*Resolved: Councillors scrutinised and accepted these documents.**Resolved: the Chairman and Responsible Financial Officer signed the year end and AGAR. These will be sent to the external auditor*

The internal auditor's report and action plan.

*Resolved: The Parish Council accepted the internal auditor's report and the action plan will be carried out. This includes, more care needed with matching minuted amounts and payments, minute all risk assessments and make cancelling reasons clear on cheque stubs.*

Payments received since the previous meeting:

1. Wyre Council		£69,885.99
Precept	£70,000.00	
Election Expenses	<u>-£ 114.01</u>	
Paid by Wyre	£69,885.99	
2. Glenfield Caravan Park		£250.00

3. Bank Interest – April	£ 9.98
4. VAT Reclaim	£2,377.53

**Standing Order credit**

1. St. John's Church – Grounds Maintenance	£ 65.00
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*Resolved: Councillors agreed the following invoices are paid:*

Cheque	Payee	Amount	Details
2923	S. Raby	£ 51.46	Parish Lengthsman's expenses
2924	G. Benson	£ 31.88	Clerk's expenses
2925	Catterall Parish Council	£ 22.59	Phone and Broadband
2926	Bradleys Electrical Ltd.	£ 71.51	
2928	Towers and Gornall	£840.00	Accountants
2929	Parish Magazine Printing	£234.00	Newsletter
2930	Spindrift Sprayers	£ 48.34	Weedkiller
2931	C and C Supplies	£ 84.38	
2931	C and C Supplies	£ 11.50	£95.88
2932	Cardiac Science	£243.00	Defibrillator pads
2932	Cardiac Science	£648.00	Batteries £891.00
2933	J. Finch	£150.00	internal audit
2934	Cornthwaite Farm Machinery	£ 20.16	
2935	Wyre Building Supplies	£129.88	Wood/screws/treatment
2936	Zurich Municipal	£967.13	Insurance
2937	Furness Building Society	£50,000.00	Reserve Account
		£53,553.83	

**Monthly Standing Orders/Direct Debits**

Staff costs for April	£5,452.73	
Easy-Web-Sites	£ 27.60	
St. John's Church Hall – Access to facilities	£100.00	
S2S Enterprises Ltd.	£125.00	Workshop access

**Transfer to Reserve Account**

*Resolved: Transfer £50,000 from current to reserve account.*

**Bank Reconciliation to 2nd May, 2020**

*Resolved: Councillors accepted the bank Reconciliation to 2nd May, 2020.*

**4883. VERBAL REPORTS FOR INFORMATION ONLY****Senior Citizens' Christmas Party**

The Party went very well, with approx. 85 people attending including helpers, lovely comments for the excellent food. Due to the weather being atrocious; the entertainers were delayed, which caused a little confusion, but with the best will in the world one cannot prepare for everything. At the time of writing we are in the middle of the Coronavirus Pandemic so the arranging of the 2020 party will be very interesting, to say the least. Cllr. Mrs. E. Cookson.

### **Pilling in Bloom**

Stan Raby took over the as Pilling in Bloom lead person in February 2019. The first job was to get Clegg nurseries on board, then to try and get sponsors from local businesses which with the Wyre Council's contribution we started with funds of £2,000.

He took on board some useful help and advice around the village and with quality plants and tender care we won Most Improved Village in Lancashire and Silver Gilt in North West in Bloom; which I was very proud to collect on behalf of Pilling. Winter planting included pansies and wall flowers which gave a good show all winter and the villagers loved them.

This year unfortunately due to the situation at the moment the 2020 North West in Bloom and Best Kept Village has been cancelled; but we will still receive £600 from Wyre Council added to sponsorship of £1,500. There are a couple of sponsor's still to contact so I'm happy with that and I'm going to plant up as normal with bedding plants and put on a good floral show for the village in these difficult time. Stay safe everyone hope to see you all soon Stan



### **Report of the representative on the Pilling New Community Hall**

Progress on building the new hall has slowed down as only one bricklayer and his labourer have been on site but finally they have finished all the block and brick work. There is a delay with the windows as production is "on hold" and we are being charged an extra £2,800 to board up the doors and windows to make building weather proof so that they can keep working. The joiner is now on site and roofers are due to start insulation then the final roof covering installed this week. The electrics and plumbing are about to start.

Unfortunately the utility connections all seem to be coming in over the estimated prices resulting in using up much of our contingency fund and with the current restrictions we cannot do the fund raising which we anticipated would be taking place. On a brighter note Wyre Juniors FC are funding the building of a new football pitch as there are more children wanting to play than we currently have pitches for.

Our application for the Wyre loan will be drawn up in the next few weeks in order to ensure that funds remain available.

Regards Paul McWhirter  
Chairman Pilling Community Hall

### **Report of the representative on Carter's Charity**

Nothing to report for Carters Charity during 2019, trustees remain the same, Mary Shepherd, Hilda Stafford and Elizabeth Cookson.

### **Report of the representative on Wyre Area Lancashire Association of Local Councils**

There is little to report effecting Pilling directly, Wyre Council has set up an in-house lottery to raise funds for local organisations.

### **Wyre Flood Forum**

Regarding the Wyre Flood forum its drive and emphasis is on local Flood action groups taking the lead.

A walk around the most vulnerable areas in the village with the relevant agencies (Wyre Council, Environment Agency and Lancashire County Council) was organised by the forum as it had proved useful in other parishes. It proved so in Pilling; enabling

parishioners to meet the various officials, who also gained an on the ground insight into the problems.

Cllr. N. Cookson

**Community Arts Project – Pilling Arts Hub**

Application sent to the National Lottery Awards for All Community Fund for funding for this project about one week before the lock down. Since then they have announced that all of the funding decisions they make for the next six months will prioritise addressing the current COVID-19 situation.

They are happy to accept applications after this for community projects so I am intending to re-apply later this year.

Cllr. Mrs. J. Judkins

**4885. ITEMS RAISED BY COUNCILLORS**

**Broadfleet drainage**

Cllr. J. Barton reported talking to the Environment Agency about the raised levels in the Broadfleet and silting behind the seawall. One of the steel ropes which raise the sluice gates is missing. The Environment Agency is trying to flush, but there has been no fresh water coming down for weeks.

**Pilling in Bloom**

Tubs are prepared and ready for planting and Cleggs Nurseries are on stand-by.

**Community Hall**

Cllr. E. Moorat reported the Community Hall will be beginning the process of applying for a loan from Wyre Council through the Parish Council.

**Stiles on Public Footpaths**

Cllr. N. Cookson raised a number of stiles in need of remedial care.

*There being no further business the Chairman closed the meeting at 7.40pm.*

Chairman .....

Date .....