Tarleton Parish Council

Minutes of the Parish Council meeting held on Monday 9th March 2020 at 7.30pm at the Pavilion, Carr Lane, Tarleton

Present
Cllrs. Baybutt; R Bryan; S Bryan; Evans; Forrest; Mee; Sutton and Wareing.
Two members of the public were present.

2019/098 Chairman's welcome and opening remarks
The Vice Chairman Cllr Wareing welcomed everyone to the meeting in the absence of the Chairman due to ill health. Best wishes were set from all to Cllr Latham for a full and speedy recovery.

2019/099 Apologies for absence: Cllrs. Latham and Lockwood

2019/100 Notifications of Interests: None.

2019/101 Minutes of the last meeting
It was resolved that the minutes of the meeting held on 13th January 2020 should be approved and signed by the Chairman as a correct record.

2019/102 Clerks Report (for information only)

a) Public Rights of Way-Local Delivery Scheme- the Clerk met with a contractor to agree maintenance to be undertaken on three footpaths between Carr Lane and Hesketh Lane. This work has now been completed and the costs refunded by the County Council. Separately the Clerk reported issues to the County Council regarding a footpath between Blackgate Lane and Gorse Lane that were brought to his attention by Cllr Sutton;
b) Contact has been made with Lancashire CC regarding speed camera signs and the installation of four posts. It was the Councils intention to purchase three cameras and move them around four locations. The County Council do not recommend we consider moving the heavy cameras. Indeed, substantial posts need to be erected. The Council now need to decide the exact location of the posts. Cllr S Bryan will forward suggested locations after site visits with Cllr Sutton;
c) Bus shelter- Windgate. Now confirmed this is owned by WLBC. They have no budget for maintenance. The Clerk has formally requested the transfer of the asset to TPC so we can maintain the shelter. Still no response from WLBC;
d) Bus shelters – We have now formally requested the siting of two new shelters through the County Council as the Highways authority. One on Windgate (Southport direction) -possible use of shelter removed from Hesketh Lane. Second by Leisure Lakes (Southport direction) which would be a new purchase;
e) Bus shelter maintenance: We have now added the maintenance / cleaning of our bus shelters to our current monthly maintenance schedule provided by a contractor

f) The Clerk with Cllr R Bryan and the Clerk from Hesketh with Becconsall PC attended the monthly meeting, with Acland Bracewell regarding new leases and potential Neighbourhood Planning. The Clerk also met with Parish Clerks of Burscough and Formby to discuss experiences of Neighbourhood Planning. It is clear there are many things to consider before committing to Neighbourhood Planning and further discussions will take place before any recommendation is made to the Council;
g) The new WLBC Chief Operating Officer, Jacqui Sinnott-Lacy, has offered to come along to meet TPC officials. A joint meeting with a number of TPC and Hesketh with Beconnsall PC is now scheduled for 26 March 2020. The Chairman, Cllr R Bryan and the Clerk will attend. The Clerk will plan the agenda with the focus on employment in the area and highway infrastructure issues.

2019/103 Parish Council Working Groups

a) Estate Working Group: There is a legal obligation to see that individual landowners take responsibility for the upkeep of culverts and ditches on their land. At Carr Lane there is a culvert between the road, running behind the pavilion to the wood. This has clearly been damaged in several places by the hedge that was planted above it. The working group feels that the solution is to remove the hedge and replace the whole length of the culvert with a twin walled pipe. The Clerk will get an estimate to complete this work.
b) Finance Working Group: The group agreed the year end documents to be discussed later in the agenda.
c) Mere Brow Village Hall: Detailed accounts are still being prepared by Hall officials for the Council to appraise.

There were no matters arising from the other groups.

2019/104 Financial Matters

(a) It was resolved that the payments listed should be approved.
(b) Items of income received since last meeting:
(c) The Council agreed the following actions (based on the Finance Group recommendation):

i. To resolve to note and agree the Councils Asset Register 2020;
ii. To resolve to adopt the Standing Orders presented;
iii. To resolve to adopt the Financial Regulations presented;
iv. To note that the current level of Council balances and projected balances are adequate;
v. To note that the current level of fidelity guarantee insurance was adequate.

2019/105 Review of the system of internal control

The Accounts and Audit (England) Regulations 2011, regulation 4(2) requires that the relevant body must conduct a review at least once in a year of the effectiveness of its system of internal control. This includes the management of risk. This review must be minuted as reviewed by the full Council. An effective system of internal

control can be split into three parts:

a) Identification of the potential risk (risk assessment);
b) Controls or procedures in place to mitigate the risks identified (control systems);
c) Systems for testing the adequacy of internal controls (internal audit).

All three of these should be undertaken so that the Council can demonstrate it has an effective system of internal control. The following documents and actions, when taken as whole, ensures that this Council has reviewed the effectiveness of its system of internal control and has complied with the fore mentioned Accounts and Audit (England) Regulation.

The Council agreed to the following actions:

a) To resolve to agree Risk Assessment Register 2020 covering both financial and non-financial risk;
b) To resolve to adopt the Councils Fraud and Corruption Statement 2020;
c) To resolve to agree the Councils Statement on Internal Control 2020;
d) To resolve to agree the Councils Internal Audit arrangements including:
    i. A review of the effectiveness of internal audit 2020;
    ii. An internal audit testing schedule 2020;
    iii. To confirm the auditor be reappointed for 2020/21.

2019/106 Planning Matters

Weekly planning applications considered:

a) 2019/1190/FUL 8 The Marshes Lane, Mere Brow
b) 2020/0073/OUT T Ascroft & Sons Ltd, 2 - 4 The Marshes Lane, Mere Brow
c) 2020/0125/LDC Denewood, The Marshes Lane, Mere Brow
d) 2020/0095/FUL 266 Hesketh Lane, Tarleton, Preston, Lancashire, PR4 6RJ
e) 2020/0140/FUL 6 The Beeches, Tarleton, Preston, Lancashire, PR4 6EL
f) 2020/0150/FUL 3 Haig Avenue, Tarleton, Preston, Lancashire, PR4 6BJ

It was resolved that no representation should be made on any of the applications.

2019/107 Douglas Linear Park

Hesketh with Becconsall Parish Council recently negotiated the transfer of land from Henry Alty Ltd comprising much of the westerly bank of the River Douglas with a view to start delivering the long-held aspiration of a Linear Park within Hesketh Bank and Tarleton. The land in question encompasses the bulk of the river bank from the new Persimmon Ltd development as far as the rear of Merlcrest Drive with the public footpath extending this to the sea lock of the canal. Access to the land, apart from each end, is also available through the public footpath at Sutton Avenue and the Public Open space at River View. In addition, there are discussions with Acland Bracewell Ltd as to allowing access through their land at Douglas Avenue and with Tarleton Academy over their land.

The aspiration is to deliver a footpath/cycleway, seating and planting with ongoing management along this route and to this end Hesketh with Becconsall Parish Council have committed the CIL money that they will receive from the Persimmon development to the scheme. The detailed work and time scale will depend on the funds available with the bare acceptable minimum being a simple ‘crush & run’ surfaced 1.5m path.

Hesketh with Becconsall Parish Council sought this Council's support both financially and as members of a 'Working Group' to deliver this scheme to the highest standard possible. They have suggested that this Council may like to similarly commit the CIL money they will receive from the Persimmon development along with theirs to the scheme?
Members were asked to consider whether to support this scheme both financially and as members of a working group to assist in the delivery of the plans.

The Council resolved to support the scheme in principle. There have been discussions for many years regarding a potential a Douglas Linear Park. This Council has taken an active part in a Steering Group hosted by West Lancashire BC. One main obstacle has always been on-going financial and legal liabilities. Taking responsibility for the land is not just about an initial capital investment, whatever the source of the funds i.e. CIL monies as suggested here.
In particular, as regards CIL monies, this Council is in negotiations to develop other areas of the Parish for public amenity, so that would have to be factored into any decision. For now, the Council agreed to respond positively to Hesketh with Becconsall Parish Council and agree to join a working group without any financial commitments at this stage. The Chairman, Cllr R Bryan and the Clerk would attend the working group.

2019/108 The Great British Spring Clean Up 2020
This year Keep Britain Tidy are aiming to inspire around half a million people to join in and collect and safely dispose of litter from the Country's streets, parks and beaches, recycling as much as possible. This year's initiative is set to last, between 20th March and 13th April. The focus this year relates to improving the environment.

Keep Britain Tidy have produced a good guide for people hosting clean ups, which details information about equipment and health and safety, West Lancashire Borough Council is offering to help and support groups to make arrangements by contacting: environmental.enforcementofficers@westlancs.gov.uk

Members considered how the Parish Council may contribute to this initiative and worked through a list of local groups, societies and sporting clubs, many of whom use the Councils facilities. Each will be contacted to see how the Parish Council can help them engage with The Great British Spring Clean Up.

2019/109 Correspondence
None.

2019/110 Next Meeting
The date and location of the next meeting scheduled for Monday 6th April 2020 at 7.30pm at the Pavilion, Carr Lane. This is the first Monday in the month. Meetings are usually scheduled for the second Monday in the month but in 2020 that is Easter Monday.