

NETHER WYRESDALE PARISH COUNCIL

Minutes for the PC meeting of 30th January 2020, 7.30PM @ Scorton Primary School

Present: Cllrs Drinnan, Collinson, Kenyon and Hantom, Wyre Cllr Jonny Leach, the clerk and a member of the public

1. Apologies:

Cllr Atkinson

Cllr Cottle

Lancashire County Cllr Shaun Turner

2. Declarations of Interest:

None

3. Minutes from last meeting:

Signed as a correct record.

4. Matters arising (from last meeting):

Village enhancement

Cllr Drinnan reported the following:

- ❖ He stated that the lighting is in production and installation should be completed by Easter.
- ❖ He will liaise with Lancashire County Council to ascertain who is responsible for the cobbled area.
- ❖ He reported that there is a new conservation officer.

Grass area (Wyresdale Crescent)

The clerk stated that there had been no response from Lancashire County Cllr Shaun Turner as to who the contact is at LCC (to establish who is responsible for this). Cllr Drinnan stated that Wyre Council maintain it whilst LCC own it. He will liaise with LCC to find out more.

B4RN

Cllr Atkinson absent therefore this item was deferred until the next meeting.

Millennium Way audit

It is not known whether Cllr Atkinson has managed to contact Alison Bowden (Wyre Council Coast & Countryside Service). The clerk suggested inviting her to the next meeting. The PC agreed.

Inventory of benches in the parish (to ascertain their condition)

As above.

Hedges Station Lane (near 6 Arches)

The PC requested the clerk to contact Cllr Atkinson to establish if she has made contact and if not, to ring 6 Arches Caravan Site.

Website Accessibility

The clerk provided an update as follows:

The clerk provided an update following her conversation with James Reilly, web developer of Black Bear Computing (as requested by Winmarleigh Parish Council):

- ❖ He has been to see Marion Gelder at LALC and has a slot at the May conference.
- ❖ He is willing to come to see the PC. He currently deals with 18 others and manages their sites.
- ❖ All parishes are charged the same fees which are £500 (excl VAT) for initial set up and £23.00 P/M hosting etc.
- ❖ He will do the accessibility statement.
- ❖ He will upload the last 3 years documents to the new site.
- ❖ He will not touch a website not set up by him and will therefore not do an accessibility statement on someone else's work.

The clerk has also attended an SLCC training session regarding website accessibility:

- ❖ Minimising the use of PDF's due to accessibility, is the advice, however, the clerk has contacted Wyre Council since and established that they only use PDF's as they are more secure.
- ❖ It was raised during the training by a web developer attending the course, that PDF's are more secure as they can't be changed however the trainer said PDF's can be changed. The clerk stated that PDF's can only be changed with specific programmes. She knows this as she has tried to adapt a PDF to create bookmarks and reflow of text to improve accessibility but has been unable to do so. She has since discovered that she can only achieve this by purchasing Adobe Pro DC software which will cost approx. £181.10 (£45.00 per parish). This has been confirmed by Wyre Council. See finance (item 15).
- ❖ SLCC will send all training notes to the clerks with all relevant links. These links include plug-ins which help to assess websites. These plug-ins can be included in the accessibility statement to aid users.

Regarding the Accessibility Statement:

- ❖ Documents that are not in “active use” are classed as archive and exempt. For a definition of “active use” check how many times the document has been downloaded to justify not changing the format. It is down to councils to decide which meet the criteria of being archive. For further clarification, documents that don't add to the service provided by the council are classed as not in active use.
- ❖ All documents that are added from now on must comply with the legislation whether they are active or not.
- ❖ “Disproportionate burden” needs evidence and justification e.g. referral to the precept. It was stressed that this can't be used forever as it is expected that the PC would take reasonable steps to comply by factoring these costs into future precepts and budgeting accordingly year by year to implement the necessary changes.
- ❖ The accessibility statement must be reviewed annually and updated as changes are made.

Checking accessibility of the PC website:

The clerk has sent all relevant legislation and information to the person who deals with the village website. He has responded previously to say that there are some accessibility tools available but when the clerk has emailed him in January, he has not replied as yet regarding progress. The clerk stated that without knowing what issues there are on the PC pages, she is unable to do an accessibility statement. She confirmed that any accessibility issues would only apply to the Parish Council pages according to the legislation.

The clerk stated that someone has done a preliminary check of the village website and has confirmed that the documents are already accessible. The findings show that the PC should be 95% OK. They are also willing to do a full check which will ensure the PC is legal and recommended that one or all of her parishes agree to purchase Adobe Pro DC to enable her to do the checks in future. (This would be especially important for the scanned documents such as the audit return.) They are also willing to give her a training session on this.

Next action:

The PC requested the clerk to enquire with Wyre Council whether they would be willing to have minutes on their site. Cllr Collinson will liaise with the person dealing with the village website and invite him to the next meeting for further discussion. She will also find out if he has the necessary software mentioned above.

5. Open forum:

Tree planting

The clerk stated a member of the public is interested in planting trees and hedges on her land. She enquires whether the PC would be interested in planting trees and possibly share the allotment of trees. The PC are supportive of the idea but feel that she should source free of charge schemes. Cllr Drinnan stated more information would be needed regarding the costings of the grant. Cllr Collinson will contact her to discuss further and report back at the next meeting.

Overgrown hedges (Station Lane near railway bridge)

A member of the public said there is severe overgrowth with brambles causing a hazard for cyclists. The PC requested the clerk to report to Highways.

Blocked gullies (Gubberford Lane near the railway bridge)

A member of the public stated that this remains an issue.

6. Playing field:

None

7. Bikes & Barrows:

None

8. Correspondence/circulated items:

Refer appendix 1. Item to discuss:

Wyreside Woodland Management plan

The PC supported the plan. The clerk will notify accordingly.

9. Borough Council & Lancashire County Council matters:

Wyre Cllr Jonny Leach reported the following:

- ❖ Wyre Council have written to the government in support of WASPI women.
- ❖ He highlighted the recent questionnaire regarding car parking and said it was worth filling in as comments will be listened to. Cllr Drinnan will look for the email.
- ❖ Nan's Nook footbridge has not been removed and the alternative walking route is now open.
- ❖ Following a request by Cllr Kenyon regarding waste bins for Nicky Nook, he will look into this.

10. Planning:

19/01190/FUL - Erection of equine building and access track @
Oaklands Six Arches Lane Scorton

Notification of no objections received sent 6/12/19 regarding the above application.

20/00011/FUL - Extension to existing front dormer, proposed rear dormer and single
storey rear extension @ Daffodils Station Lane Scorton

**The Parish Council had no comments or objections in relation to the above
application.**

11. Decision notices(status):

19/00492/OUT – (Outline application for the erection of an agricultural workers dwelling
with access applied for off Long Lane {all other matters reserved} @
Salisbury Farm Long Lane Scorton) **Refused**

19/01096/REM - REM for the appearance, layout and scale of 1 det dwelling with
associated landscaping (following outline aa of 16/00969/out) @ land adj
to Wyresdale House, Sandwell Brow, Scorton **Permitted**

12. Highways:

Repairs to Oakenclough Road

The clerk read an update from Highways that was forwarded by Lancashire County Cllr
Shaun Turner on 12th December. Cllr Collinson confirmed that this had been done.

Blocked gullies (Tithebarn Lane)

The clerk read the updates from Highways on 13th December as follows:

*“I have just spoken to an officer who inspected Tithebarn Lane today and found that the
water rang over the blocked gully and drained into one further down the road. At the top of
the road, a blocked culvert was causing a surface water run-off into the road and we have
programmed to clear this one day next week.”*

*“Regarding the drainage issue near to the motorway bridge on Tithebarn Lane, the
drainage pipe that is obstructed and damaged by tree roots is by a high pressure gas
main. We have been in contact and have chased Cadent for their permission in order for
us to carry out the excavation works safely. Once permission is granted, we aim to attend
early in the new year.”*

The PC stated that this was not resolved and requested the clerk to issue a reminder.

Parking problems (Higher Lane)

The clerk raised the email sent from Cllr Atkinson prior to the meeting regarding parking
issues that has arisen due to clearance of bushes by Wyresdale Park causing vehicles to
park and others to pass causing the grass verge to be churned up. This item was
deferred until the next meeting when Cllr Atkinson will be present.

Drains (Lower Dolphinholme)

Cllr Hantom showed photos of drains that are currently an issue and will forward these to the clerk to report to Highways.

Blocked gullies (near Tuft Cottage, Long Lane)

Cllr Collinson stated that Highways are aware of this but it remains an issue. The clerk was requested to send a reminder to Highways.

Rd surface Snowhill Lane (motorway bridge to T junction with Higher Lane)

Cllr Drinnan stated that there are numerous potholes and subsidence of the highway on the margins of the road. The clerk was requested to report to Highways.

13. Lengthsman:

Jobs undertaken

The clerk circulated the latest time sheet prior to the meeting.

Jobs to be done

Remove PC noticeboard outside the village hall due to its poor condition. Cllr Collinson will inform the lengthsman.

14. Village Hall:

No Update

15. Finance:

Account update

The clerk confirmed the latest balance as at 30/12 is **£13,282.06**.

Items approved for payment:

Lengthsman invoice (November) - £650.00 plus £558.26 materials = £1208.26 (paid)

Lengthsman invoice (December) - £292.50

LCC (hire of school room) - £80.00

Scorton Millennium Committee (War memorial upgrade donation) - £300.00

Item to discuss:

Winmarleigh Parish Council (SLCC website training) - £12.50 (parish share)

The PC approved this therefore this will appear on the next agenda for formal approval.

Adobe Pro DC software – approx. £45 per parish

This item will go on the next agenda for discussion.

16. Health & Safety:

No health and safety concerns raised.

17. Points of interest:

Absence from next meeting

Cllr Kenyon made his apologies as he is away.

18. Date of next meeting: **26th March**

As there was no further business, the meeting concluded at 9.15PM

APPENDIX 1 – CORRESPONDENCE (EMAILED)

War Memorials Trust bulletin

LCC – Winter bulletin 1/11, 8/11, 15/11, 22/11, 2/12, 6/12, 16/12, 20/12, 30/12, 3/1, 10/1, 17/1

WC – Flood forum meetings 2020

WC – Portfolio holder decisions x 2 1/11 links

WC – Licensing minutes 31/10 link

Rural Services Network (RSN) – Rural bulletin 5/11, 10/12, 27/12, 7/1, 14/1, 21/1

Clerks & Councils Direct magazine

RSN – Rural funding digest November, Dec & Jan

WC – Wyre Community lottery launch event 22/01/20

WC – Council agenda & minutes 14/11 link

WC – Planning agenda supplement & minutes 6/11 link

WC – item published 7/11 link

WC – portfolio holder decisions 14/11 link

WC – Items published 8/11 links

WC – Schedule of executive decisions 8/11, 5/12, 15/12, 9/1/20, 16/1

LALC – Lancs constabulary newsletter

WC – Audit agenda 19/11 link

WC – Portfolio holder decisions x 3 14/11 links

LALC – Wyre area meetings 2020

Felicity Greenwood – B4RN info x 3

LALC – Lancashire Day 27/11 and Lancs flags

LCC – Rd closure Chapel Lane, Ellel 20th – 31st Jan x 2

LCC – Rd closure Chapel Lane, Ellel 9th – 15th Dec

LCC - Rd closure Wagon Rd, Ellel 22nd – 24th Jan x 2

WC – Standards minutes 7/11 link

WC – Overview & scrutiny agenda & minutes 2/12 link

B4RN info x 2

WC – Wyre & Myerscough hedge laying competition

LCC – Consultation re footbridge (Nan’s Nook)

WC – Items published 25/11 links

WC – Cabinet agenda and minutes 4/12 links

WC – Portfolio holder decision agenda 2/12 link

WC – Planning agenda, supplement & minutes 4/12 link

WC – Portfolio holder decisions agenda 4/12 link

WC – Portfolio holder decisions x 2 2/12 links

LALC – Dec newsletter

WC – Items published 5/12 links

WC – Portfolio holder decisions agenda 12/12 link

WC - Wyre business winners 2019

WC – Precept letter & tax base

LCC – Bus service changes Dec & Jan

LCC – Forton & Blackpool Rd (Poulton Le Fylde) masterplan x 2 consultation

Highways England – M6 between junct 32 and 33, removal of Nan’s Nook footbridge

WC – Consultation on resident parking permit scheme

WC – Items published 13/12 links

Blackburn Cathedral invite to chair to carol service

WC – Press release: Climate change action

LALC – Bucking ham Palace garden party invite to chair

Community Futures – info bulletin x 2

LCC – Draft funding strategy statement consultation (pension)

LCC – Bus service changes over Christmas period

WC – Portfolio holder decision x 2 12/12 links

Rural Services Network (RSN) – Merry Christmas

Clerks & Councils Direct magazine

B4RN – Jan meeting (6th) x 2 notification and notes for meeting

LCC – Rd closure Cleveley Bank Lane 9/3/20-27/3/20 x 2

WC – Flood forum agenda, Thornton’s report & Gt Eccleston FLAG report

WC – Council agenda 9/1/20 link

WC – items published 7/1 links

WC – Cabinet agenda & minutes 15/1 link

WC – Licensing minutes 16/12 link

WC – Press release: giving god causes in Wyre a boost

LCC – Rd closure Proctor Moss Rd, Ellel 9th -10th Jan

LCC – Parish & town conference 8/2 x 2

LCC – Rd closure Gubberford Lane 24/2-26/2

WC – Press release: protecting Wyre’s coastline

WC – Item published 9/1 links

B4RN – newsletter

WC – Press release: Entries open for Sheraton Trophy

WC – Items published 16/1 links