

# Farington Parish Council

## Minutes of the Parish Council Meeting Monday 15<sup>th</sup> May 2023 at 7pm St Paul's CE Primary, Croston Road, Farington Moss.

**Present:** - Councillor Michael Green (Chairman); Councillor Shaun Bradbury; Councillor Tony Green; Councillor Phil Lawson; Councillor Karen Walton (Vice-chairman); Councillor Haydn Williams

**In attendance:** - Lisa Burton - Clerk to the Parish Council  
Borough Councillor Mary Green  
33 Members of the Public

The meeting opened at 8.05pm

### 13. (23/24)

#### **Apologies for Absence & Chairman's Health and Safety Announcements**

Apologies received from Councillor Paul Wharton-Hardman, due to work commitments

**Resolved**

### 14. (23/24)

#### **Introduction of newly elected Councillors**

Chairman Michael Green introduced the two newest members of the Parish Council, Councillor Baz Howard, East Ward and Councillor Haydn Williams, East Ward to the Parish Council. He congratulated all the Parish Councillors on their success at the elections. The Parish Councillors and Clerk then introduced themselves to the meeting.

**Resolved**

### 15. (23/24)

#### **Appointment of Chairman for 2023/2024**

Councillor Michael Green requested nominations for the Chairman of the Parish Council. Councillor Shaun Bradbury nominated Councillor Karen Walton. Councillor Michael Green seconded the nomination. There were no other nominations. Councillor Karen Walton was duly elected as Chairman to the Parish Council.

**Resolved**

### 16. (23/24)

#### **Appointment of Vice-Chairman for 2023/2024**

Councillor Michael Green requested nominations for the Vice-Chair of the Parish Council. Councillor Karen Walton nominated Councillor Shaun Bradbury. Councillor Michael Green seconded the nomination. There were no other nominations. Councillor Shaun Bradbury was duly elected as Vice-Chairman to the Parish Council.

**Resolved**

Chair.....

Date.....

**Councillor Karen Walton then took the role of Chair for the rest of the meeting.**

**17. (23/24)**

**Completed of Register of Interests Forms & Acceptance of Office Forms to be passed to the Clerk**

All Councillors present signed their Acceptance of Office forms and these were witnessed by the Clerk as Proper Officer to the Parish Council.

The Clerk requested that the Acceptance of Office form for Councillor Paul Wharton-Hardman be signed following the meeting. Chair Karen Walton agreed.

**The Clerk will arrange with Councillor Paul Wharton-Hardman for his form to be signed.**

Chair Karen Walton advised that Mike Otter, also known as Mr Farington, had been a Councillor since 2007 and works tirelessly to improve the area of Farington. Chris Wharton-Hardman also worked hard to improve Farington. She thanked them both for their service to the Parish Council and the Community of Farington.

**Councillor Michael Green suggested that letters of thanks should be sent to both Chris Wharton-Hardman and Mike Otter.**

**18. (23/24)**

**Appointment of Councillors to Staffing Committee, Newsletter Committee, Finance Committee (Governance & Accountability).**

Councillor Michael Green suggested that the Staffing Committee should remain as is. Farington is a small Parish Council and there should be no need for any further Committees. Councillor Shaun Bradbury advised that he fully agreed with this. Committees would mean more meetings and would exclude some members. There is no need for Committees when the Parish Council works better collectively. There is no need to dilute the resources when there are just 8 Councillors. Councillor Tony Green agreed.

Councillor Shaun Bradbury proposed keeping the Staffing Committee but not having any others. Councillor Michael Green seconded. This was unanimously agreed.

Councillor Haydn Williams asked if he could be a part of the Staffing Committee.

Councillor Baz Howard asked if he could also join the Staffing Committee. There was some discussion regarding the number of Councillors on the Committee.

The Clerk advised that the Chair and Vice-Chair are automatically ex-officio members of any Committee or working group.

The Parish Council decided that Councillors Michael Green, Baz Howard and Haydn Williams would join the Committee with the Chair and Vice-Chair attending as ex-officio members.

**Resolved**

Chair.....

Date.....

**19. (23/24)**

**Declarations of Interest**

Members are requested to indicate at this stage in the proceedings any items on the agenda in which they intend to declare an interest. Members are reminded that if the interest is a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) they must leave the room for the whole of that item. If the interest is not a Disclosable Pecuniary Interest, but is such that a member of the public could reasonably regard it as being so significant that it is likely that it would prejudice their judgment of the public interest (as explained in the Code of Conduct) then they may make representations, but then must leave the meeting for the remainder of the item.

**Resolved**

**20. (23/24)**

**Minutes of the Last Meeting**

The minutes from the meeting held on 3<sup>rd</sup> April 2023 attached to be approved as a correct record and signed by the Chairman.

There were 2 minor amendments to be made to the minutes. Councillor Phil Lawson proposed and Councillor Tony Green seconded the agreement of the minutes.

**Resolved**

**21. (23/24)**

**Adjournment for Public Participation**

Representatives from other organisations may speak under this item as well as members of the public and local residents.

Most issues had already been raised at the Annual Parish Meeting, preceding this meeting. Chair Karen Walton asked if there were any further issues for discussion. A member of the public advised that the SRBC planning portal had crashed over the bank holiday weekend, and was down for 5 days. Would SRBC extend the consultation by 5 days to compensate?

Chair Karen Walton advised leaving out the 07 when searching for planning applications. She also advised that she will follow up in the extension of the consultation period.

A member of the public stated that with the Model Farm application (07/2023/00257/FUL) there has been no consultation. Planning seem to be doing whatever they want and you have to actively search to find any planning applications that affect you.

Councillor Haydn Williams advised that the Planning Authority have a statutory requirement to notify neighbours of any proposed development.

A member of the public advised that there are 29 comments on the planning portal in support of the proposal which look suspicious and could be fraudulent.

**Chair Karen Walton advised that she would check into this.**

Councillor Phil Lawson advised that there is a notice on the telegraph pole outside the Model Farm.

A member of the public stated that Royal Mail can't deliver voting papers so there is not much hope for planning.

Chair.....

Date.....

A member of the public advised that they were unaware of any outline planning application.

A member of the public advised that the Public Footpath at the bottom of mill Lane has been shut for over 6 months, maybe as long as 12 months, and access through this footpath is required.

Councillor Haydn Williams advised that the prohibition order on the footpath expires in June 23. If it is to be closed again then there will be a statutory process that must be followed.

**Chair Karen Walton advised that she will investigate.**

A member of the public advised that they thought it was to become a cycle route and asked how they could find out more about it.

Councillor Haydn Williams advised that there is a cycle path map on line, and it shows as a proposed route on the map.

A member of public suggested that a crossing was required at the double roundabout on Croston Road.

Councillor Shaun Bradbury advised that the Parish Council had already tackled the issue of the bus stop opposite Moss Lane being relocated and that speeding and crossing safety are also to be looked at. He said that there are a lot of young children crossing that road.

A member of the public raised the issue of problems turning right out of Herringbone Street onto Croston Road, stating that the telephone exchange had been poorly positioned, as it is practically in the middle of the pavement.

Chair Karen Walton asked **Councillor Michael Green to take the issue forward.**

**Councillor Shaun Bradbury advised that he would take a look.**

Councillor Michael Green advised that with the issue of the footpath LCC would need to pass this to the secretary of state. There would need to be an application to upgrade from a footpath to a bridle path.

Councillor Michael Green also commented that postal votes had been delivered successfully by every Borough Council in Lancashire except SRBC.

**Resolved**

At 8.42pm some members of the public left the meeting.

## **22. (23/24)**

### **Grant applications**

None received

## **23. (23/24)**

### **Membership of Outside Bodies – LALC South Ribble**

The Parish Council is asked to appoint representatives to LALC South Ribble – currently Councillor Michael Green; Councillor Shaun Bradbury and Councillor Karen Walton.

Councillor Phil Lawson proposed that the representatives to LALC South Ribble should remain the same. Councillor Tony Green seconded. Unanimously agreed.

**Resolved**

Chair.....

Date.....

**24. (23/24)**

**Planning issues**

The Clerk will give an update on current planning issues, and any current planning applications may be discussed under this item.

07/2023/00257/FUL | Demolition of Existing Buildings and Erection of Start Up Commercial Units | Model Farm 240 Croston Road Farington Moss Leyland Lancashire PR26 6PN

Chair Karen Walton advised that there was no date available for this application to come to planning.

A member of the public stated that it could be upgraded and modernised.

Chair Karen Walton advised that the application will be governed by planning law.

The member of public asked if the Parish Council are in favour of the development.

Councillor Shaun Bradbury stated that there are many reasons to object to the application. Greenfield site; Congestion; the A582; the proposed change of use; pretending it is derelict when it was recently occupied and in use. He advised that the planning department report to the Chief Executive of the Council, if you do not receive a response from planning, then members of the public should contact the Chief Executive directly.

A member of the public stated that they didn't even know about it.

Councillor Shaun Bradbury advised that something in the process is flawed and that the public should keep complaining.

A member of the public asked what is the point if they (planning) are not following procedure.

Chair Karen Walton advised that the public needed to complain to make them accountable.

**The Clerk was asked to write an objection to the planning application on behalf of the Parish Council.**

As a Member of the Cabinet for Planning Councillor Haydn Williams advised that the objection needs to state the reason why: material greater impact; openness; change of use; adverse impact on the locality i.e. 16 businesses instead of 1 causing an impact of traffic noise etc.; access to the highway without causing an environmental impact. All of the above reasons will fail policy G2.

A member of the public stated that they had no confidence in the process.

Councillor Haydn Williams advised that this was the idea behind consultations and the planning process.

A member of the public stated that the planning committee should be able to understand.

Councillor Haydn Williams advised that it depends upon the Officers recommendation. The planning committee have to consider the application without bias.

Chair Karen Walton advised that with the planning committee there will be a full report.

Chair.....

Date.....

Borough Councillor May Green advised that she is a member of the planning committee, and would suggest that the public come to the planning meeting and speak. There can be up to 4 speakers with 4 minutes each. Must register to speak at the planning committee meetings. Also the planning committee do not know the Officers recommendation.

Councillor Haydn Williams advised that every planning application has a case file. A member of the public advised that in any application, for example a house extension, neighbours would be considered.

**Resolved**

**25. (23/24)**

**Projects for expenditure 2023/2024**

The Parish Council is asked to consider any further projects for expenditure over the next 18 months. Any updates on current projects will be given under this heading.

Projects to be discussed: -

- I. Training for new Councillors
- II. Parish Council Newsletter

**Chair Karen Walton requested that members send newsletter items (including content and photos) to the Clerk**

- III. St Paul's Park play area refurbishment
- IV. St Paul's Park (Phase 2)

Councillor Shaun Bradbury advised that he had decided to involve LCC in Phase 2. The Parish Council can work with LCC for the design and implementation and LCC can also carry out the project management. There will be a slight fee involved.

Councillor Michael Green advised that as an LCC Councillor he declared an interest.

A member of the public asked about the reinstallation of the football goals. Councillor Shaun Bradbury advised that a risk assessment on the positioning of equipment is required due to the proximity to the toddler play area. There is also a drainage issue, a safety issues, and the issue of shared space.

Chair Karen Walton advised that there will be a consultation

A member of the public asked if gymnastic equipment could be installed.

Councillor Shaun Bradbury advised that multiplay equipment is being looked at.

Chair Karen Walton asked **Councillor Shaun Bradbury to provide the Parish Council with quotes from LCC.**

- V. Refurbishment of the Bobbin Seats at Mill Street.

**Resolved**

## 26. (23/24) Financial Matters and Banking

The Parish Council is asked to:-

- i) Note the current bank balance in the HSBC Account.
- ii) Note the invoices paid since the last meeting.
- iii) Approve outstanding invoices for payment.

### i) Bank Account Balance

The account balance is currently £178,057.52 (online balance available 14<sup>th</sup> May 2023).

### ii) Invoices paid:

Date	Net	Vat	Total	Cashed Date	Description	Supplier	Minute Ref
21/04/2023	£861.00	£0.00	£861.00	02/05/2023	Pete Heise Payment	Peter Heise	23-24 - 001
18/04/2023	£1,260.49	£0.00	£1,260.49	30/04/2023	Clerk Payment April 23	Lisa Burton	23-24 - 002
25/04/2023	£582.12	£0.00	£582.12	30/04/2023	PAYE Qtr 4 2023	HMRC	23-24 - 004
03/04/2023	£250.00	£0.00	£250.00	30/04/2023	Joan M Turton Grant Farington PC	Grant	23-24 - 005
03/04/2023	£1,800.00	£0.00	£1,800.00	30/04/2023	St Pauls School CIL Grant Faringto	CIL Grant	23-24 - 006
18/04/2023	£67.54	£0.00	£67.54	30/04/2023	Water	Water Plus	23-24 - 007
18/04/2023	£288.00	£57.60	£345.60	30/04/2023	Scribe INV-4038	Scribe Accounts	23-24 - 008
18/04/2023	£19.65	£3.94	£23.59	30/04/2023	Maintenance	C & W Berry Ltd	23-24 - 009
18/04/2023	£28.61	£5.73	£34.34	30/04/2023	Maintenance	C & W Berry Ltd	23-24 - 010
18/04/2023	£15.10	£3.02	£18.12	30/04/2023	Maintenance	C & W Berry Ltd	23-24 - 011
18/04/2023	£1,045.00	£0.00	£1,045.00	30/04/2023	Inv 9500268389	SRBC	23-24 - 012
18/04/2023	£423.00	£0.00	£423.00	30/04/2023	Inv 9500268936	SRBC	23-24 - 013
18/04/2023	£4,800.00	£960.00	£5,760.00	30/04/2023	Repairs to outdoor gym	Groundwork and Lei Invoice G4331	23-24 - 014
19/04/2023	£409.49	£0.00	£409.49	30/04/2023	LCC CO 6510100728	Penion	23-24 - 015
30/04/2023	£5.00	£0.00	£5.00	30/04/2023	TOTAL CHARGES TO 08APR2023	HSBC	23-24 - 016

### iii) Invoices due:

Date	Net	Vat	Total	Cashed Date	Description	Supplier	Minute Ref
01.11.2022	£8,732.49	£1,746.50	£10,478.99		Play Area Refurbishment	Vicki Buckley (Play and Leisure)	22-23 - 112
29.03.2023	£1,149.02	£229.80	£1,378.82		SRBC General Maintenance	Streetscene Services (South Ribble Borough Council)	23-24 - 017
19.05.2023	£983.00	£0.00	£983.00		Lengthsman	Pete Heise (Peter Heise)	23-24 - 018
15.03.2023	£1,260.49	£0.00	£1,260.49		Salary	Lisa Burton (Employee 1)	23-24 - 019
19.03.2023	£384.65	£0.00	£384.65		Pension	Lancashire County Pension Fund	23-24 - 020
31.05.2023	£5.00	£0.00	£5.00		Bank Charges	HSBC	23-24 - 021
15.05.2023	£2,810.00	£562.00	£3,372.00		Bus Shelter Upgrade	Phil Smith (Autocross Euroshel)	23-24 - 022
10.05.2023	£241.43	£12.07	£253.50		Electricity 808015278	British Gas	23-24 - 023
10.05.2023	£329.01	£16.45	£345.46		Electricity 808015279	British Gas	23-24 - 024
05.05.2023	£66.10	£13.22	£79.32		Plants (Lengthsman)	Newgate Nurseries	23-24 - 025
04.05.2023	£66.67	£0.00	£66.67		Water	Water Plus	23-24 - 026
04.05.2023	£93.70	£18.74	£112.44		Plants (Lengthsman)	Newgate Nurseries	23-24 - 027
04.04.2023	£390.00	£66.00	£456.00		Website provision	Netwise	23-24 - 028
30.04.2023	£1,867.10	£0.00	£1,867.10		Insurance	Zurich	23-24 - 029
29.04.2023	£50.29	£10.05	£60.34		Maintenance Supplies	C W Berry	23-24 - 030
09.04.2023	£899.78	£0.00	£899.78		LALC Membership	LALC	23-24 - 031

Chair.....

Date.....

iv) Other payments/Receipts

Leyland Albion Football Club £50 received 01/05/23

Payment to Play and Leisure – 10% of the invoice withheld until all issues are resolved (£8,732.49). (Councillor Karen Walton & Councillor Shaun Bradbury)

Precept of £97,120.00 requested from SRBC – **not yet received**  
**Resolved**

**27. (23/24)**

**Borough Council and County Council reports – for information only**

The Borough and County Council members will give an update on Borough and County Council matters affecting the Parish Council area.

Chair Karen Walton advised that this item would be missed due to time constraints.

**28. (23/24)**

**Clerk's Report (Including Lengthmans Update) – For Information Only**

Lengthsmans update available at meeting.

**St Paul's Playground**

Email received from Play & Leisure - quotes for mowing strip chased  
Resolution still to be agreed

**Phase 2**

A separate detailed costing document is in progress

A consultation regarding the phase 2 works will be completed.

Quotes are being sought for the works to the footpaths

Quotes are being sought for a tree report for the site

The cairn and plaque are to be agreed and ordered; this will be followed by an Official opening of the area.

Quote received for a stone Cairn of £600-£700, plus delivery and VAT. A plaque would be required plus installation.

Notice board to be added

**Other**

Year-end accounts have been completed

Internal audit is in progress

Asset register is being updated

Insurance is due for renewal due 01/06/2023

**Completed projects**

Entrance at St Paul's Play Area

New Batteries and Pads have been installed at all 3 defibs

The heritage sign replacement has been installed

A hedge planting event held on Saturday 18/02/2023 at St Paul's Park

Repair to bus shelter at Stanifield Lane / Centurion Way (£601.92)

Repair to outdoor gym equipment completed (£1064.39)

The Chairmans Chain of Office has been updated and cleaned

Chair.....

Date.....



1 year fixed term contract has been taken out with British Gas for electricity at the BTR Field  
Farington Park Outdoor Gym resurfacing completed  
Rowland Homes have agreed to the dugouts for the second pitch  
The upgrade to the Bus Shelter on Stanifield Lane has been completed (£3,372.00)  
**Resolved**

**29. (23/24)**

**Next Meeting**

The next scheduled Parish Council meeting will be held on Monday 5<sup>th</sup> June 2023 at 7.00 pm, at Bashall Grove Community Centre, PR25 4JU.

Chair Karen Walton wished Councillor Michael Green a Happy Birthday, echoed by all Council Members.

The meeting closed at 9.08pm

The remaining members of public left the meeting.

Chair.....

Date.....

**Local Government Act 1972**

That the public be excluded from this meeting during consideration of the following item of business on the grounds that there is likely to be disclosure of exempt information which is described in the paragraphs of Schedule 12A to the Local Government Act 1972 which is specified against the heading to each item, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing it.

Approval of increase in Clerks Salary and approval of salary increase start date. Councillor Shaun Bradbury advised that at the April Parish Council meeting, the Clerk was excluded from the meeting whilst the salary increase and increase start date were discussed at Full Council based on the recommendations of the Staffing Committee. He advised (and provided copies to all Parish Council members) that the following had occurred at the meeting:

Vote 1 was for an increase to salary scale 28 from 25, effective 1st April 2023. Pro rata £34,723 FTE.

Proposed Mike Otter

Seconded Tony Green

6 Votes for

2 Abstentions Chris Wharton Hardman/Paul Wharton Hardman

Vote 2 was to complete a review of the Clerks Job Description within 3 months and should an increase in scale above 28 be required, then this would be backdated to the 1st April 2023.

Proposed Michael Green

Seconded Mike Otter

6 Votes for

2 Abstentions Chris Wharton Hardman/Paul Wharton Hardman

Councillor Shaun Bradbury stated that the information he had provided should be added to the April 2023 meeting minutes under Confidential Items.

The Clerk advised that the decisions had not been minuted as she had not been a part of the meeting and had not been advised of the outcome by the Parish Council.

Councillor Shaun Bradbury maintained that the April meeting minutes should be changed to include the information he had provided.

The Clerk advised that she believes the salary increase date should be the 1<sup>st</sup> September 2022, as stated in the contract of employment that an annual review would take place on or around the 1<sup>st</sup> September each year, and that the Appraisal held on 16<sup>th</sup> March 2023 was delayed from September 2022.

Councillor Shaun Bradbury advised that he felt that there should have been an Appraisal following the 26-week probationary period which means that the annual

Chair.....

Date.....

Appraisal should be carried out in March each year.

The Clerk advised that the contract of employment states the anniversary date for the appraisal and also does not specify an appraisal or review as being required at the end of the probationary period.

There then followed discussion and debate regarding access to the Clerks emails and also to the Parish Council Bank Account.

Councillor Shaun Bradbury stated that it was not possible to run a business this way. The Clerk advised that the Parish Council is not a business but a Local Authority and follows Statutes and Laws as set out.

The Clerk eventually suggested that the meeting should be brought to a close as Mrs Napier, Deputy Head of the School was waiting to lock up.

Approval of Clerk Annual Leave from 30/05/23 to 02/06/23

This item was not discussed, but presumed to be agreed.

The meeting closed at 9.53pm

Chair.....

Date.....