

NEWTON-WITH-CLIFTON PARISH COUNCIL

Minutes of the meeting held on Thursday 2nd March 2023 commencing at 7.15 p.m. at Newton-with-Clifton village hall and via Zoom.

Present: Chair: Councillor Beverley Duckworth (chairman), Councillors: Jennifer C. Benson, Samuel Baugh (withdrew from meeting c.2030hrs.), Gaynor Ellis, Janette McCormick, Alan Metcalf, Philip Morgan.

Borough/County Councillors: None. Police: None, Member of the public: Two.

a) **FORUM.**

i) Relocate noticeboard from Bryning Lane, Newton-with-Scales and related improvements, including bus shelter provision to enhance amenity in central village area. Following a parishioner enquiry the chairman advised matters are ongoing. However the developer had advised that work cannot be executed to the verge area due to the knotweed treatment in the locality. The matter is to be considered under the highways and transportation agenda item.

ii) Policing and enforcement. No policing matters reported.

1. PROCEDURAL MATTERS.

a) Apologies for absence were received from Councillor Stewart Jones.

b) Chairman's communications. The chairman reported resignation of the office of parish councillor by Mark Richardson. The chairman had replied to the communication which may be subject to further review.

c) Declarations of interest. The chairman reminded members at the commencement of the meeting that any direct or indirect pecuniary, prejudicial or other interest should be declared in accordance with the requirements of council's Standing Orders and the revised Code of Conduct adopted on 9th November 2012 in compliance with The Localism Act 2011. Accordingly the following direct or indirect, pecuniary, prejudicial or other interest declarations were made; Councillor Jennifer C Benson formally Declared an Interest relating to the Hornbies Foundation-Hornbies Newton Charity agenda item and would not participate in the discussion or any voting thereon. Councillor Beverley Duckworth (chairman) formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items and would not participate in the discussion or any voting thereon. Councillor Gaynor Ellis formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items and would not participate in the discussion or any voting thereon. Councillor Janette McCormick formally Declared an Interest with regard to any finance related Friends of Newton Community Park (FoNCP) matters and would not participate in the discussion or any voting thereon.

d) Signing of Minutes.

i) Council meeting, Thursday 9th February 2023. Proposed Seconded and **RESOLVED** chairman signs the minutes as a correct record.

e) Matters arising from minutes.

i) Chairman report. Items not on the agenda are included in the action log circulated to members.

2. PARISH COMMUNICATION, SOCIAL MEDIA, GOVERNANCE.

a) Consider website development, receive report by chairman. The chairman reported circulated public information items will be posted on the website. Subsequent to a member request the chairman agreed to publish a recent communication from Lancashire county council highways authority relating to School Lane signage issues.

b) Hornbies Foundation - Hornbies Newton Charity (HFHNC). The chairman reported meeting with HFHNC representatives, together with two Newton ward members, on Wednesday 1st March 2023 at Newton Bluecoat School. The meeting was considered informative on subjects relating to the charity funds, and a résumé of charity history had been provided. Reference was made to council appointing members as nominative governors and the role of governors. Such nominations required declarations of interest that prohibited full participation by the nominated member when council considered HFHNC business. It was suggested council give this issue further consideration when next appointing nominative governors. While there was no commitment to meet again it was anticipated a future meeting will be arranged. Reference was made to vehicle parking issues in vicinity of the school and it was agreed the trust chairman should be made aware of inconsiderate parking by a trust representative.

3. HIGHWAYS AND TRANSPORTATION.

a) Ongoing Lancashire County Council (LCC) matters; including parish highway safety, Newton-with-Clifton.

i) Vehicle parking and waiting restrictions, Bryning Lane, Bluecoat/Hill Crescent, School Lane, Newton-with-Scales. The chairman referred to this ongoing issue and reported initiatives being considered to mitigate the problem. With regard to the LCC "bulge year" decision and how the extra vehicular traffic will be managed the school had advised discussions are ongoing with LCC planning and highways and the school considered it unlikely that there will be a sudden large increase in additional families. The chairman advised that a vehicle, apparently parked on a permanent basis in the vicinity of the school, had been reported to the police who had confirmed no motoring offence is being committed.

ii) Public footpath NOS.6/7. The chairman reported some maintenance work had been executed and a Newton ward member advised the stile at footpath NO7, providing access/egress to/from School Lane, Newton-with-Scales is still damaged. As a clerk **ACTION** LCC will again be requested to execute repair.

iii) Condition of highway in vicinity of development at former "Brook Farm" Dowbridge, Kirkham, Preston, PR4 3RD - footway, in proximity to westbound carriageway and 30mph sign/traffic island. Previously reported as a clerk **ACTION** (08/07/22), LCC had referred the matter to Fylde council (10/11/22) and no further update provided.

iv) Moor Hall Lane - potholes. LCC had previously advised on its "Report It" facility the issue does not meet the required measurement levels for highway work at this time. As a previous **ACTION** council had agreed to continue monitor for further highway deterioration.

v) Bryning Lane, (junction with A583/Blackpool Road, Newton-with-Scales) 30mph highway signage post is in an unsatisfactory condition. Previously reported as a clerk **ACTION** (20/06/22). No update provided.

vi) A583/Blackpool Road - footway verge encroachment, overgrown hedgerows, vegetation, and surfacing issues various sections. Previously reported as a clerk **ACTION**, LCC had already advised it executes periodic monitoring, usually a monthly survey (13/06/22). It was reported maintenance had now been executed by LCC.

vii) Surface water flooding/ponding, Station Road, Salwick. Previously reported as a clerk **ACTION** to LCC (03/01/23). Issue involves LCC and riparian owner and no further update provided.

viii) Maintenance and cleaning of highway drainage gullies A583/Blackpool Road, Newton-with-Scales – opposite Scale Hall Lane, bus stop/shelter in proximity to "The Country House", and A583/Blackpool Road junction with Parrox Lane, Newton-with-Scales. Previously reported to LCC as an **ACTION** by Councillor Philip Morgan and the clerk (07/11/22). Councillor Philip Morgan continues to monitor these issues.

ix) Drainage issue in proximity to "Willow Dene" Moor Hall Lane, Newton-with-Scales PR3 3RY. No update reported. The issue had previously been reported to proper authorities as an **ACTION** by the clerk (07/09/22).

x) Drainage system malfunction, inadequate watercourse maintenance, vegetation overgrowth and consequent flooding and ponding at New Hey Lane, Newton-with-Scales PR4 3SA. Newton ward members reported some work had been executed. Issue previously reported to proper authorities as an **ACTION** by the clerk (31/10/22) and LCC requested to provide updates on 18th February 2023 and 28th February 2023.

xi) Parish highway matters - pothole and overgrown tree, Mulberry Close, Clifton. As a previous **ACTION** (05/01/23) Councillor Samuel Baugh had still to provide more detail to assist LCC highways inspection and corrective maintenance work.

xii) Planning application 20/0315 - residential development of 37 dwellings comprising 100% affordable housing with associated infrastructure at land adjacent to Nos 8 & 12 Oak Lane, Newton-with-Scales, PR4 3RR. Path from Bryning Lane to Parrox lane - previously reported to LCC (09/01/23) as a clerk **ACTION**. Issue involves LCC/developer and no further update provided. Chairman reported the bollards had now been removed/vandalised and the matter reported to the police.

xiii) Parish highway matters - A583/Blackpool Road, Newton-with-Scales - east bound, highway drainage gullies associated with highway improvements as part of the unilateral undertaking outline planning application for up to 50 NO dwellings (all matters reserved other than access)" at Land off Woodlands Close, Newton with Scales . in accordance with the terms of application 16/0554.

Highways contd...

Surface ponding/flooding in proximity to the new traffic signals as a clerk **ACTION** previously reported to LCC (09/01/23). No update reported.

xiv) Tree maintenance, Stanagate, Clifton. As a clerk **ACTION** previously reported to LCC (09/01/23) and maintenance executed.

xv) Dislodged manhole covers on the A583/Blackpool Road between Newton and Kirkham - in vicinity of Vicarage Lane bus shelter. As a clerk **ACTION** previously reported to LCC (13/02/23) and maintenance executed.

xvi) A583 Blackpool Road footway encroachment, overgrown hedgerows, vegetation, verges westbound carriageway (junction with School Lane, Newton-with-Scales). As a clerk **ACTION** previously reported to LCC (13/02/23) and maintenance still to be executed either by highways authority or landowner.

xvii) Oak Lane, Newton-with-Scales, highway surface reinstatement required, following recent sewer installation/maintenance work associated with Westchurch "Woodlands" residential development causing potholes/subsidence. As a clerk **ACTION** previously reported to LCC (13/02/23) and highways authority reported (16/02/23) that following inspection no defects meeting its maintenance criteria were identified.

b) New LCC matters.

i) Damaged footway - Beech Drive, Newton-with-Scales PR4 3TA. Chairman reported damage apparently caused by contractors, engaged by the owner(s)/occupier(s), when constructing a driveway. LCC had been advised and will execute a repair as culpability is inconclusive.

ii) Oak Lane, tree work, Newton-with-Scales. Newton ward member reported it was unclear who had executed some minor tree work. As a clerk **ACTION** it was agreed enquiries should be made with LCC

iii) Drainage, Clifton Lane. Clifton ward member reported a site meeting together with another Clifton ward councillor, clerk, LCC engineer and Clifton resident. LCC had identified an issue with tree root ingress affecting a drain that was a contributory factor causing flooding to occur in certain weather conditions. To alleviate the flooding issue LCC intended to remove the tree, which is located on the boundary of a highway verge and William Pickles park, at its own cost. Council agreed with the LCC proposal.

c) Street scene matters.

i) Relocate noticeboard from Bryning Lane, Newton-with-Scales and related improvements, including bus shelter provision to enhance amenity in central village area. In view of ongoing issues the chairman, as an **ACTION** (05/01/23) had agreed to communicate with the developer regarding the unsatisfactory condition of an area adjacent the path. The developer had advised (28/02/23) tarmac surface is complete to the whole area of the path and bus stop, advertising signage will be removed, and when council has taken delivery of a new noticeboard its contractor will arrange for it to be fixed at an agreed location and for the existing board to be removed. Maintenance works to the verge cannot be executed due to knotweed treatment in this area. As a chairman **ACTION** it was agreed to circulate noticeboard supplier details and request observations from members.

ii) Littering in parish. It was reported that informal litter-picking volunteers were still deployed and in a recent litter picking operation 2NO bags of litter were collected on Church Lane and Vicarage Lane and 1NO on Newton Hall park.

iii) Dog fouling. As a chairman **ACTION** it was agreed to use a fluorescent spray to highlight dog fouling issues.

iv) SpID deployment. A Newton ward member reported that comprehensive information received from LCC has still to be assessed.

v) Avenham Place, Newton-with-Scales property, unauthorised use of amenity area. Newton ward members referred to this issue and as a clerk **ACTION** it was agreed to communicate with the owner(s)/occupier(s).

vi) Bryning Lane, Newton-with-Scales, property development and temporary fencing. Newton ward members referred to this issue and as a clerk **ACTION** it was agreed to communicate with the owner(s)/occupier(s).

4. PLANNING AND DEVELOPMENT

a) Planning applications. None received.

Planning contd...

b) Proposed solar farm, Newton-with-Scales, Bluefield renewable developments Ltd, anticipated planning application subsequent to application 22/0204 request for screening opinion pursuant to the town and country planning (environmental impact assessment) regulations 2017 in respect of a 25mw solar farm, battery energy storage scheme and associated development, at land at Newton Grange Farm, Grange Lane, Newton-with-Scales, Preston Lancashire PR4 3RS. No update reported.

c) Fylde Borough Council (FBC) Planning Committee planning decisions/notifications and parish communications/notifications/ recommendations.

i) District/parish liaison meeting (DPLM)/Fylde borough council customer satisfaction survey (CSS)/planning advisory service (PAS) review. No update received.

d) Morecambe Offshore Windfarm Limited (Morecambe OWL), a joint venture between Cobra Instalaciones y Servicios, S.A. and Flotation Energy Ltd and Morecambe Offshore Windfarm. Morgan Offshore Wind Limited (Morgan OWL), a joint venture between bp and Energie Baden-Wurttemberg AG (EnBW), developing the Morgan Offshore Wind Project. Two joint venture companies are collaborating to connect the wind farms to the electricity transmission network. The chairman referred to recent communications and it was agreed council should engage a land agent regarding this matter. As a chairman **ACTION** it was agreed to forward details of a firm engaged locally regarding this matter.

e) Land off Parrox Lane. A Newton ward member reported the widening of a gate entrance in the above locality. The site is accessed from Parrox Lane via a track and is understood to form part of the owner(s)/occupier(s) boundary. As a clerk **ACTION** it was agreed to request Fylde council planning enforcement team arrange an inspection and ensure compliance with planning.

5. PARKS AND OPEN SPACES.

a) Parks, open spaces, rural area grass verges, grass-cutting contract, receive report from authorised officer/liasion member in respect of the parks and open spaces maintenance contract.

i) Contract. Councillor Samuel Baugh (authorised officer/liasion member in respect of the contract) reported maintenance remains ongoing subject to prevailing weather conditions.

ii) Newton Hall Park, School Lane, Newton-with-Scales and William Pickles Park, Clifton Lane, Clifton, brambles encroachment. Subsequent to a clerk **ACTION** (10/01/23) the contractor had still not provided an update. Following a suggestion by the chairman it was agreed to make other arrangements for execution of this work.

b) Flower/Shrub beds maintenance contract - receive report from authorised officer/liasion member in respect of the flower/shrub beds maintenance contract.

i) Contract. Councillor Janette McCormick (authorised officer/liasion member in respect of the contract) reported maintenance is ongoing, subject to prevailing weather conditions, in accordance with the contract conditions and specifications.

ii) Hedge maintenance. The authorised officer/member referred to a recently circulated email and it was Proposed, Seconded and **RESOLVED** the contractor be authorised to execute work relating to the condition of palm trees in 4NO horticulture features beds in Clifton. 2NO beds are in contract and 2NO are outside contract. The cost for the two outside of contract would be £50.

c) Friends of Newton Community Park (FoNCP) receive report, if any, from member.

i) Report. The report previously circulated by Councillor Gaynor Ellis (FoNCP representative) was taken as read and it was confirmed the annual general meeting of FoNCP had been held on Thursday 16th February 2023. Chairman reported investment in the park was currently £166315 (including grants from Fylde council £50,000, Fylde council s.106 £37000, Lancashire Environment fund £30000, parish council £15000). FoNCP representative member advised future development would require the parish council to be responsible for maintenance of any equipment.

d) Parish tree planting, pruning, replacement &c - various locations. Ash dieback disease.

i) Issues arising from dieback disease affecting Ash trees - update. No update was provided.

ii) Updates, if any, from Fylde borough council, Lancashire county council (LCC), local tree surgeons, Woodland Trust and parish surveys. No update was provided.

e) William Pickles Park, Clifton, equipment maintenance and repairs. No update was provided.

f) Christmas seasonal decorations 2022 - consider arrangements. Chairman reported the lights had been removed by the contractor.

Parks contd...

g) NOS. 32-46 Hawthorne Avenue, Newton-with-Scales. The chairman referred to a parishioner request for the council to execute verge maintenance in the above locality. The clerk referred to previously reported issues relating to this development which in summary had the consequence of open space areas never being transferred to Fylde council, roadside verge areas being unadopted by Lancashire county council and maintenance primarily being arranged by the owner occupiers as and when required and not, however, through any formal residents management entity. The clerk reiterated that the maintenance of the open space including trees is not the responsibility of the parish council. As an **ACTION** the chairman agreed to request the residents affected to formally submit a request to the council outlining the required maintenance.

h) CCTV – Newton Hall park. The chairman referred to recent correspondence and it was agreed that as an **ACTION** the clerk be authorised to deal with the matter liaising as necessary with the council's CCTV/data protection lead.

i) "Range of view" (ROV) railings at Vicarage Lane, Newton-with-Scales PR4 3RX.

A Newton ward member referred to the unsatisfactory condition of ROV railings at the above location and New Hey Lane. As a clerk **ACTION** it was agreed to correspond with Blackpool Community Payback Team requesting observations relating to a project being executed in the parish.

6. FINANCE AND ACCOUNTS.

a) Approve invoices for payment.

i) List 1. The chairman referred to this item and it was Proposed, Seconded and **RESOLVED** that the following invoices be paid:

Yu Energy Retail Limited	Christmas trees festive lighting electricity charges 01/01/32-31/01/23.	£12.05 Vat <u>£0.60</u>	£12.65
HSBC	Account maintenance & transaction charges 31st December 2022 to 30th January 2023		£8.00
Paul Gregory T/a Acer Contracts	Flower & shrub beds and floral displays contact maintenance February 2023.	£1080.50 Vat <u>£216.10</u>	£1296.60
T. Pawson T/A PDQ Garden Services.	Grass cutting contract maintenance February 2023.	£1905.33 Vat <u>£381.07</u>	£2286.40
F. Wilson	Honoraria to March 2023.		£1798.36
HM Revenue and Customs	Statutory remuneration deductions, charges.		£397.84
National Employment Savings Trust	Pension contributions.		<u>£476.93</u> <u>£6276.78</u>

b) Management of contracts.

Chairman referred to this matter and explained that together with a Newton ward member and the successful contractor a parish survey had been undertaken. Points requiring clarification included Hawthorne Avenue, Newton-with-Scales (the contractor had indicated annual maintenance cost £125 plus vat) and Stanagate, Clifton. It was suggested, after initial maintenance being invoiced separately, 2NO large shrub beds on Hill Crescent be included for regular maintenance. Hanging basket displays at the village hall will be maintained and some barrel displays removed. The contractor had offered to remove old football goals at William Pickles park for £100 plus vat. The contractor had agreed to provide a quote to deal with bramble issues at Newton Hall park and William Pickles park. Also, the contractor had offered to submit Best Kept Village entries for the parish. The chairman explained the contract period is five years and enquired about the method of review.

The clerk referred to the established arrangement being the rates and prices accepted within the tender are assessed on each anniversary of an agreed review date and increased (or, in theory reduced but in practice remained the same) by a percentage equivalent to the percentage increase (or reduction) if any shown by the all item Index of retail prices (RPI) issued by Office for National Statistics. Members suggested some possible methods including a triple lock approach where the highest of three measures is applied i) flat 2.5% rise , ii) average earnings growth, iii) CPI/RPI inflation. As a clerk **ACTION** it was agreed to communicate with the contractor to assess expectations in this regard including contractor/members liaising on an annual basis to review operations, raise any points of increased costs, given the prevailing levels of inflation, associated with grassed open spaces and horticultural features specifications. It was agreed that as a clerk **ACTION** council formally express its appreciation and thanks to the outgoing contractor for work executed since 2005.

c) Consider council financial regulations. The chairman referred to the National Association of Local Councils (NALC) model regulations, and the regulations of Fylde borough council currently adopted by the parish council (Newton-with-Clifton being a constituent part of Fylde) details of which had previously been circulated to members. It was agreed that in principle council should be guided by the NALC model and as a clerk **ACTION** report at a future council meeting with regard to adjustments that may be necessary. The chairman again referred to the opportunity presented by the new contracts to reduce analysis and simplify financial reporting. The clerk requested members to provide examples of rationalised financial reporting that they would accept as understandable ahead of a meeting previously requested by the chairman and still to be convened.

7). ANY OTHER MATTERS.

a) Newton-with-Clifton Uncontested parish election 2nd May 2019 and recent enquiry relating to interest expressed in office of councillor vacancies. The chairman referred to recent communications and formal application relating to the above matter. Members observations were invited and following discussion it was subsequently Proposed, Seconded and **RESOLVED** that John Kitchen be co-opted as member for Clifton Ward.

b) Obsolete SpID equipment. The clerk referred to an enquiry by the council's contractor who had deployed the SpID prior to it malfunctioning and being assessed as uneconomic to repair. The contractor had requested permission, and council agreed, to dispose of the equipment.

c) Date of next meeting.

It was agreed that the next scheduled meeting of the council is to be Thursday 6th April 2023 commencing at 7:15 p.m. at Newton-with-Clifton village hall and via Zoom. There being no further business the chairman declared the meeting closed at 21:35 hrs.

Chairman

6th April 2023