

**MINUTES OF THE MEETING OF  
BRINDLE PARISH COUNCIL  
HELD ON 14TH MAY 2018  
AT THE COMMUNITY HALL  
WATER STREET BRINDLE.**

**PRESENT:-**

**COUNCILLOR D.CRANSHAW (CHAIRMAN) COUNCILLORS J.BALDWIN, C. HINDLE , MRS S. LONG, DR. P. McGOVERN W. NELSON, MRS B.ROBINSON, AND J. SWANN.**

**ALSO IN ATTENDANCE:- THREE MEMBERS OF THE PUBLIC.**

**4620. APOLOGY FOR ABSENCE:**

An apology for absence was submitted from The Vice Chairman (Councillor D. Metcalfe).

**4621. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST:**

In accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct the Clerk asked if any Member wished to declare an interest in any matter to be considered by the Parish Council at the meeting. No one did so at this stage.

**4622. MINUTES:**

The Minutes of the proceedings of the meeting of the Parish Council held on 26th March 2018 having previously been circulated were approved as a correct record and signed by the Chairman (Councillor D. Cranshaw).

**4623. PUBLIC PARTICIPATION SESSION:**

**MEMBERS OF THE PUBLIC WERE INVITED TO GIVE THEIR VIEWS AND ASK QUESTIONS OF THE PARISH COUNCIL ON ISSUES ON THE AGENDA OR RAISE ISSUES FOR CONSIDERATION. MEMBERS OF THE PUBLIC PRESENT RAISED THE FOLLOWING ISSUES:**

**(A). TRAFFIC SPEEDS:**

Local residents expressed their concerns regarding the level of speeding traffic in the Parish particularly on Sandy Lane (B5256). Reference was made to the problem of meeting the police request for residents to record vehicle registration numbers.

Resolved:- (1) That the County Council be asked to undertake a traffic speed survey and the Lancashire Road Safety Partnership be asked to consider locating a SPID device on Sandy Lane B5256.

(2). That the police be informed of the situation and asked to arrange for regular patrols of the Parish.

**(B). WINDMILL LANE- POST BOX :**

It was reported that parked vehicles were obstructing access to the post box in Windmill Lane.

Resolved:- That the police and the Post Office be informed and asked to take action.

**(C). TOP OTH LANE - BROADBAND:**

Local residents reported that people at Top oth Lane continued to have problems with broadband speeds. Complaints had been made to individual providers but the problems remained. It was understood that the broadband connection was not installed properly. Openreach had been difficult to contact.

The residents intended writing to the local MP.

Resolved:- That the Parish Council notes the lack of progress in rectifying the broadband problem at Top oth Lane and that if the issue is not satisfactorily resolved will take this up with County Councillor Snowden.

**(D). WATER STREET - PARKED CARS:**

It was reported that cars were being parked in Water Street and this meant that the carriageway was narrowed and causing an obstruction.

Resolved:- That the police be asked to investigate this.

**4624. POLICE REPORT:**

As the police were not present no report was presented.

It was reported that since the last meeting Spid signs and notices had been located in Smithy Close. Some residents had complained and the Clerk had contacted the County Road Safety Partnership for an explanation but had not received a satisfactory response. The matter had been referred to County Councillor Snowden.

It was considered that a device should be erected on Sandy Lane and at Top oth Lane.

However it was noted that the national speed limit applied at Top oth Lane and the Parish Council had already decided to ask for a SPID device to be located on Sandy Lane.

The Police and Crime Commissioner had undertaken a survey dealing with the issues for residents of crime in rural areas.

Local residents reported on the action taken by the police regarding activities at Denham Quarry and in Holt Lane.

Resolved:- That the reports be noted.

**(B) CONSUMER ALERTS – TRADING STANDARDS:**

The Clerk circulated a copy of the latest consumer alerts from the County Council's Trading Standards Officer.

Resolved:- That report be noted.

**4625. COMMUNITY HALL:**

A report was presented on current activities.

Resolved:- That the report be accepted.

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*The Chairman (Councillor D. Cranshaw) and Councillor Mrs S. Long declared personal and non prejudicial interests in this matter in respect of being representatives of the Parish Council on the Community Hall Management Committee.*

### **4626. LALC REPORT:**

The Clerk reported that he had not received a newsletter.

A report was presented on the LALC Spring Conference held on Saturday 28th April at the Hallmark Leyland Hotel. Particular reference was made to the presentation by the Canal and Rivers Trust and it was suggested that they be requested to contact volunteers at Withnell Fold Nature Reserve about their work.

The Clerk also submitted an invoice for the Associations Subscription Fees for 2018/19 amounting to £215.69 compared with the figure for 2017/18 of £220.76. a reduction of £5.07.

The Clerk requested the Parish Council to decide whether it wished to continue membership of the organisation and the payment of the Subscription Fees.

Resolved:- That the reports be accepted, that the Parish Council agrees to continue its membership of the Lancashire Association of Local Councils and to the payment of the Annual Subscription fees in the sum of £215.69.

*The Chairman (Councillor D. Cranshaw) declared an interest in this item and took no part in the discussion or voting thereon.*

### **4627. HIGHWAY MATTERS:**

#### **(A). FLOODING:**

The Clerk reported latest situation regarding the clearing of gullies and ditches many of which had recently been cleared.

It was reported that the sewer from Top 'oth Lane was blocked. Sewage was bubbling up from a manhole cover and could be seen the field behind Top oth Lane Farm. This had been referred to the County Council who had indicated that it was the responsibility of United Utilities. It was understood that this problem had been attended to.

Resolved:- That the flooding situation continue to be monitored.

#### **(B). HIGH COP:**

It was reported that a sign had been re-erected however this appeared to be the wrong sign and had been put quite close to a bend where the road narrowed.

Resolved:- That the County Council be informed.

#### **(C). PIPPIN STREET - MOUND:**

The County Council was still investigating the potential highways problem at the entrance to Pippin Fold where the road had been mounded up and extended into the carriageway.

Resolved:- That the County Council be asked for an update on the matter..

**(D). STILES:**

At a previous meeting it was reported that the stiles on Footpath 27 from Marsh Lane to the Leeds Liverpool Canal and on Footpath 43 over the M65 from Smithy Close required attention. The Parish Council had been reminded that the maintenance of footpaths was the responsibility of the landowner. The Countryside Service was investigating the situation regarding the stiles.

Resolved:- That the Countryside Service be asked for a progress report.

**(E). PRIVATE ROAD:**

It was reported that Network Rail had been asked to reinstate the hedge at Chapel Fold and some remedial work was currently being done.

Resolved:- That situation continue to be monitored.

**(F) POTHOLES - SMITHY LANE:**

The Potholes in Smithy Lane had not been repaired.

Resolved:- That the Clerk seek an update from the County Council.

**(G). TOP OTH LANE - ROAD SURFACE:**

At the last meeting it was reported that the recently repaired road surface near 20 Top oth Lane was deteriorating. The County Council had been informed but no action had as yet been taken.

Resolved:- That the County Council be asked to expedite the matter.

**(H). HILLHOUSE LANE - RESURFACING:**

It was reported that part of Hillhouse Lane would be closed temporarily from 0800 hours on Tuesday 3rd July to Tuesday 14th July 2018 for resurfacing work. The alternative route for traffic would be via Sandy Lane, Windmill Lane, Gowans Lane and Oram Road.

Resolved:- That the closure be noted.

**(I). HEAVY GOODS TRAFFIC IN THE VILLAGE:**

The Clerk submitted a photograph from a local resident of a HGV using the B5256 apparently in contravention of the weight restriction order. It was also reported that a similar vehicle was seen in Birchin Lane and HGVs were once again going to the site at Breworth Fold.

Local residents reported that low loaders were parking at the Motorway bridge and transferring machinery from one to the other. It was understood that the contents of the low loaders were being located at the commercial development in Pippin Street..

Resolved:- That the County Council and the Planning Officer at Chorley Council be informed of the current problems with Heavy Goods Vehicles in the Parish.

**(J). SMITHY CLOSE /SMTHY LANE - TRAFFIC MANAGEMENT:**

It was reported that a local resident had requested the removal of the speed hazard warning signs recently erected in Smithy Close.

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The County Council had been informed and indicated that this was a matter for the police.

It had also been suggested that consideration should be given to providing a visual aid to remove blind spots for drivers emerging from Smithy Close. The County Council had replied that the matter would be investigated with regards to any line of sight problems but a visual aid such as a traffic mirror would not be provided. It was the policy that traffic mirrors were not provided by Lancashire Highways. The Department of Transport did not approve them as they could distort vehicle distance and were in themselves now considered a hazard. If there was an issue with sight lines when manoeuvring out of premises they could investigate this with the view of possibly providing other traffic measures.

With regard to a request for a reduction in the speed limit to 20 mph on Smithy Lane this was also being considered by the County Council.

The County Council was to contact the local resident regarding the issues raised.

County Councillor Snowden had been informed of the concerns expressed.

Resolved:- That the situation continue to be monitored.

### **(K). MARSH LANE - ROAD SURFACE :**

A local resident reported that the road surface was deteriorating in Marsh Lane there were several potholes and the road was subsiding in certain parts.

Resolved:- That the County Council be informed.

### **4628. CHORLEY COUNCIL REPORT:**

Details of a recent court case relating to fly tipping at Denham Quarry were reported. There were no other issues affecting the Parish Council.

Resolved: - That report be accepted.

### **4629. PLANNING REPORT:**

#### **(A). DECISIONS:**

The Clerk reported that planning permission had been granted for developments in Marsh Lane and Water Street since the last meeting of the Parish Council.

Resolved :- That the report be noted.

#### **(B). APPLICATIONS:**

The Clerk reported that planning applications had been received for developments at Breworth Fold, Bournes Row, Smithy Lane and Sandy Lane since the last meeting.

Details had been circulated to all Members and a letter of objection had been submitted regarding the development in Sandy Lane. The Parish Council commented on the proposal and the observations would be sent to Chorley, with regard to the other proposals no comments were made, this would be reported to Chorley Council.

Resolved:- That report be accepted.

*Councillor J. Swann declared an interest regarding the development at Sandy Lane.*

### **4630. ACCOUNTS FOR PAYMENT:**

The Clerk submitted the following accounts for payment.

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1. Community Hall	Hire of Room May 2018	£20.00.
2. A. Harkness	Print Cartridges	£76.98.
3. A. Harkness	Clerk Salary and Expenses Quarter ended 31st March 2018.	£863.52.
4. HMRC	Tax on Clerk Salary and Expenses Quarter ended 31st March 2018.	£218.81.
5. Kedel	Supply of Bench Duxon Hill.	£586.00.
6. Whitehead and Aldrich	Payroll Administration	£36.00.
7. CPRE	Annual Subscription	£36.00.

Resolved:- That the accounts be paid.

### **4631. COMMUNITY INFRASTRUCTURE LEVY:**

The Clerk reported the final payment of the levy funds by Chorley Council amounting to £3375.96 giving an overall total of £4729.82. The Parish Council had decided to spend the money on Welcome to Brindle signs.

The Parish Council discussed the possible location and type of signs to be provided.

Resolved:- That arrangements be made for a site visit of the suggested locations for the signs prior to meeting the County Council and that further details be obtained regarding the type of signs.

### **4632. AUDIT OF PARISH COUNCIL ACCOUNTS:**

The Clerk reported that the Audit for 2017/18 would take place on 11th June 2018.

He reminded the Parish Council that new arrangements came into force this year for Smaller Authorities and proposed that the Parish Council should apply for a certificate of exemption from external audit.

It was still necessary for an internal audit to take place and the Independent Internal Auditor had examined the Parish Council's Accounts and procedures, confirmed that they were in order, had agreed the Audit Report and submitted it to the Parish Council for approval.

The Clerk also reported under the procedure it was necessary for the Parish Council to approve an Annual Statement of Governance and that the accounts had been undertaken in accordance with prescribed regulations.

A copy of the Statement of Governance, the Annual Return and the Internal Auditor's Report was circulated to each Member of the Parish Council.

Under the regulations copies of the Annual Return would be posted on the Parish Council's website for 30 working days from 4th June 2018.

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Resolved: - (1) That the Parish Council accepts the report of the Internal Auditor

(2) That the Independent Internal Auditor's fee of £50.00 be paid.

(3). That the Parish Council apply for a certificate of exemption from External Audit.

(4) That the Parish Council acknowledges its responsibility for the preparation of the accounts and confirms, to the best of its knowledge and belief that the Council's accounts for the year ended 31st March 2017 are true and correct and it has considered the statement of governance in connection with those accounts.

(5) . That the Chairman (Councillor D. Cranshaw) be authorised to sign the Annual Return where appropriate.

(6). That the Audit documents be displayed on the Parish Council website.

### **4633. INSURANCE PREMIUM - RENEWAL.**

The Clerk submitted details of the Parish Council's insurance quotation from Came and Company for the year from 1st June 2018,

He reminded the Parish Council that in 2015 it had entered into a three year agreement with the Insurers. Three quotations had been provided and the lowest quotation was from Inspire Ltd amounting to £398.25. if the Parish Council agreed to a further three year long term agreement this would be reduced by 5% to £379.88.

The Parish Council was requested to consider the offer and decide whether the cover offered was adequate.

A sum of £450.00 had been included in the Parish Council's Estimates for this premium in 2018/19.

Resolved: - That the Parish Council considers that the Council's Insurance is adequate ,the quotation from Came and Company be accepted,and that it be renewed for 2018/19 at a premium of £379.88.

### **4634. APPLICATIONS FOR GRANT**

**This item was deferred.**

### **4635. GENERAL DATA PROTECTION REGULATIONS:**

The Parish Council were reminded that these regulations would come into force on 25th May 2018 and the Clerk submitted draft policy documents plus a privacy policy and a retention of documents schedule which he recommended should be adopted.

It was also necessary to carry out a data protection audit ,appoint a policy information officer and a Data Protection Officer .

He reported an action plan..

Resolved:- That the policy documents be adopted and implemented that the Clerk be appointed the Policy Information Officer and arrangements be made for the appointment of a Data Protection Officer and the proposed action plan be implemented.

**4636. CONSULTATIONS:**

The Clerk submitted consultation papers from the County Council regarding proposed changes to street lighting maintenance and the press release from Chorley Council regarding their promotional video.

Comments were made regarding the consultation documents.

Resolved:- That the consultation documents be noted.

**4637. SHUTTLINGFIELDS TRUST:**

The Chairman reported on the current situation regarding the winding up of the Trust.

Resolved:- That the report be accepted.

**4638. PARISH POUND:**

The Clerk reported the latest position regarding the provision of a story board at the Parish Pound.

Resolved:- That a meeting be arranged with representatives of the Historical Society and Chorley Council to discuss the content of the Story Board.

**4639. PARISH PLAN - BENCH :**

The Clerk reported the current situation regarding the bench at Oram Road and indicated that a bench was being installed at Duxon Hill.

Following discussions regarding the relocation of the bench at Oram Road it was suggested that as the Parish Council had agreed to pay for the fencing work the same contractor should be asked to relocate the bench. The County Council previously agreed to relocate the bench and it was proposed that they should be asked to agree to the contractor doing the work.

Resolved:- That the provision of a bench at Duxon Hill be noted, the contractor who installed the bench at Oram Road be asked to carry out the fencing and relocation work and the County Council be requested agree to this.

**4640. SILENT SOLDIER CAMPAIGN:**

The Clerk reported that the current position regarding the acquisition of Silent Soldier silhouette to mark the 100th anniversary of the end of World War 1.

Resolved:- That the report be accepted.

**4641. PRECEPT:**

The Clerk reported payment of the Annual Precept of £6,800.00 and the Council's current balance amounted to £15,696.11.

Resolved:- That the report be accepted.

**4642. MAYOR OF CHORLEY - CIVIC SUNDAY:**

The Clerk circulated an invitation for members of the Parish Council to attend the Civic Sunday Parade in Chorley on 20th May 2018.

Councillor Dr. P. McGovern and her partner had indicated they would attend.



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Resolved: That Councillor Dr.P.McGovern and partner be appointed to represent the Parish Council at the Mayor of Chorley`s Civic Sunday Parade on 20th May 2018.

**4643. DATE OF NEXT MEETING:**

Monday 25th June 2018 at 7.30 p.m. at the Community Hall Water Street Brindle

**There being no further business the Chairman (Councillor D.Cranshaw) declared the meeting closed at 9.00 p.m.**

**SIGNED  
CHAIRMAN**

**26TH JUNE 2018**