**Minutes for meeting 25th July 2024**

**Myerscough & Bilsborrow Parish Council**

**Clerk: Laura Bolton**

**Chairman: Cllr Bill Collinson**

**Vice Chairman: Cllr Dan Bolton**

**Email:** [clerk@myerscoughbandbilsborrow-pc.org.uk](mailto:clerk@myerscoughbandbilsborrow-pc.org.uk) **Tel: 07803631556/01995640833**

**Thursday 25th July 2024 at 7pm Bilsborrow Church**

**Present**

Cllr Collinson (Chairman), Cllr Bolton (Vice Chairman), Cllr Barker, Cllr Willacy, Cllr Robinson, Cllr Sutcliffe, Cllr Turner, Cllr Allan, Laura Bolton (Clerk)

**Members of the public:** Joe Assalone, Ken Etherington, Bob Hamilton and Lydia Richards (Representative from The Duchy of Lancaster)

**Apologies**

Cllr Swift (Wyre Borough Council)

**Public Participation**

Members of the public present Joe Assalone, Bob Hamilton and Ken Etherington to discuss planning applications 24/00517/ADV (Retrospective planning for Motor Trust UK signage) and 22/00612/OUTMAJ (land opposite Rockform).

* 24/00516/ADV Cllr Collinson advised that the name had changed from MP Motors to Motor Trust. Mr Assalone introduced himself and advised that he felt the plans were misleading. The new retrospective planning application states that this is an application to replace the existing signage when the original signage did not have planning permission so it should be new planning permission for a sign. Cllr Bolton read an email from Steve Smith from Wyre Borough Council enforcement; an enforcement letter had been sent out to MP Motors but the retrospective planning permission has superseded this. Cllr Bolton agreed that this new application was misleading and will follow up with enforcement. Cllr Collinson confirmed that the Parish Council were not in favour of this planning application. Clerk to action a response to the planning department. Mr Assalone also advised that there were no planning notices up on the site to advise residents/neighbours. Cllr Bolton to follow up on this with the planning department.
* 22/00612/OUTMAJ – this planning application has been outstanding for 2 years now. Mr Assalone advised that he had been liaising with Cllr Swift (Wyre Borough Councillor). Planning department has advised Cllr Swift that the transport and environment report were outstanding when in fact according to the planning portal these had been received already. Mr Assalone contacted the planning department on the 23rd June 2023 to advise of this and has heard nothing since. He asked Cllr Bolton if this application can be called in for a planning review; Cllr Bolton advised that it was probably past the date when it could be called in to the committee but he will look into. Cllr Bolton to contact Mr Assalone to get all the information that he has so he can look into and contact the Planning department to discuss. Mr Etherington mentioned a query about the flood zones, Cllr Bolton advised that he was aware of new flood zones and Cllr Turner said that he will enquire with LCC about the flood zones of this application.

Lydia Richards (Representative & Surveyor for The Duchy of Lancaster) attended to discuss the ivy growing on the trees down White Horse Lane. She advised that her colleague Robert Noblet- Stone had met up with Cllr Pye to discuss the trees in question and had concluded that the ivy was out of control so will be checked by the tree surveyor and they will be ring barked. Cllr Allan mentioned a copse opposite her property on White Horse Lane that had some dead trees and issues with ivy but she wasn’t sure who owned that land. Lydia Richards advised that she would check to see if the Duchy owned the land and if so they would investigate this area as well. Lydia Richards did advise that all the trees on Duchy Lane that were road side were surveyed annually. Cllr Turner advised that he had been informed by the Treescape team that ivy is classed as a good habitat and shouldn’t be cut back and doesn’t harm the tree. Lydia Richards advised that the Duchy would like to get involved more and come to the Parish Council Meetings to see how they can help us. She mentioned a Duchy Benevolent Fund which she will send details to clerk to look into. It was also mentioned that Robert Noblet – Stone would also look into cutting back the overgrown hedges that were reported in the last meetings minutes down Lydiate Lane as he works at the cottage.

Cllr Collinson thanked members of the public for attending and sharing their views he advised that they could leave the meeting if they wished or to stay on for the main part of the meeting.

**Start of meeting**

**49.24 Minutes of the last meeting**

The minutes of the last meeting were checked and signed as a true record of the Parish Council Meeting held on the 23rd May 2024. Cllr Collinson confirmed with all councillors present that they had received a copy via email, and they agreed it was a true and correct record of the meeting. Proposed and signed by Cllr Collinson, Seconded by Councillor Bolton. All councillors present in agreement.

* 1. **Declarations of prejudicial interest in any of the agenda item interests and dispensations**

No declarations of personal or prejudicial interest in any of the agenda items were made.

* 1. **Planning**

The following applications were discussed:

**Application 24/00517/ADV Retrospective planning from Motor Trust UK** – see discussion in Public Participation. Cllrs agreed that the size and scale of the signage were too big for the residential area. Cllr Bolton confirmed that as Wyre Borough Councillor he will contact the planning department to discuss the fact that the application is misleading. It refers to replacing the existing sign which did not have planning permission in the first place. Clerk to reply on behalf of Parish Council that we are not in favour of this application.

**Application 24/00558/FUL – The Paddocks Garstang Road** – change of use to domestic storage, this is a retrospective planning permission. Clerk read a document from the Planning portal from a local resident, Cllr Collinson reminded councillors of the previous application that the applicant had submitted and the issues with flooding in the local area. Cllr Sutcliffe concerned that the caravan is not just being used for storage, Cllrs also concerned as with the previous application that the hardstanding has been put on top of a sewerage pipe. Photos have been provided by Cllr Collinson of flooding. Cllr Turner said that no work should have been done in the first place so needs reinstating back to a field. All Councillors in agreement that we should object to this retrospective planning permission.

**Application 24/00534/FUL** – Sunnyside Caravan Park – no objections

**Application 22/00612/OUTMAJ** – land opposite Rockform. See discussion in Public Participation. Cllr Bolton to follow up.

**Application 23/00729/FULMAJ** – full planning for erection of buildings for expansion of JJ Sandhams and outline planning for convenience store and coffee shop with thru elements. Clerk advised councillors that this application has now been permitted.

**Application 23/01219/FULMAJ** *–* Claughton on Brock Trade Park. Cllr Bolton confirmed that this application is due to go to the Planning Committee and he will update further once he has further information.

* 1. **Finance**

The Clerk presented a reconciliation of accounts for the Parish Community Account and War Memorial Account with the most recent bank statements (up to 30th June 2024). Cllr Collison (Chairman) and Cllr Bolton (Vice Chairman) signed and dated. The following cheques were presented:

* **CHEQUE 200326 – Zurich annual insurance £459.00**
* **CHEQUE 200327 – Mark Cornforth lengthsman wages May 24 £648.00**
* **CHEQUE 200328 – Rosemere - flowers for BKV competition £100**
* **CHEQUE 200329 – Bradshaws – compost for flowers £18**
* **CHEQUE 200330 – Nurture Grass cutting April 24 £510.41**
* **CHEQUE 200331 – Nurture Grass cutting May 24 £510.41**
* **CHEQUE 200332 – C & C supplies – stone for new bench area £288.10**
* **CHEQUE 200333 – Mark Cornforth Lengthsman wages June 24 £504**
* **CHEQUE 200334 – Laura Bolton clerks wages April/May/June 24 £1088.16**
* **CHEQUE 200335 – HMRC employee tax Q1 £239.40**
* **CHEQUE 200336 – Mark Cornforth lengthsman wages July 24 £504**
* **CHEQUE 200337 - Nurture Grass cutting June 24 £510.41**

The following cheques were approved following scrutiny & signing:

* **CHEQUE 200338 - Barton, Bilsborrow & Myerscough War Memorial Trustees annual contribution £540.00**
* **CHEQUE 200339- St Hildas Church room rent for July meeting £20**
* **CHEQUE 200340 - Nurture grass cutting July 24 £510.41**
* **CHEQUE 200341 – M L Planning Consultancy Ltd £805.58**

Cllr Collinson noted that with regards to the cheque for Barton Bilsborrow & Myerscough War Memorial Trustees annual contribution he thought that the amount was dependent on the electoral roll. Barton & Bilsborrow currently pay an equal share however Barton has increased with regards to the number of people on the electoral role and Bilsborrow has not increased as much. This may be something to look into before the next annual contribution.

NB: Cheque received from Barton, Bilsborrow & Myerscough War Memorial for £82.20 for share of annual insurance – paid in 24/06/24

* 1. **Bilsborrow Village Hall**

Cllr Collinson advised that the issue with obtaining the Trust Deeds has been going on over 12 months now, Cllr Collinson advised that he is concerned that the Village Hall is a community asset, and the trustees should be diplomatically elected. Cllr Collinson proposed that we contact Mr Fitzherbert -Brockholes for some advice on how to proceed. Cllr Bolton suggested that before the Parish Council take that action and incur costs, we should arrange a meeting with the Village Hall Management Committee to discuss that fact that there are only 2 active trustees that we are aware of (Mr Stuart & Mrs Marjorie Stuart). Cllr Turner mentioned the fund that he had suggested the Village Hall Committee apply for has now gone so the money is no longer available. Cllr Bolton to arrange a meeting with Sarah Stuart and the Management Committee and another Parish Council representative. Cllr Barker mentioned that at the recent event to induct the new vicar they used the village hall, and it was not very clean, it took a long time to clean and get to a standard that it could be used.

Cllr Collinson proposed that if there was no progress by the next meeting then we should approach Mr Fitzherbert-Brockholes to discuss the next step forward. Cllr Sutcliffe Seconded, all councillors agreed.

* 1. **MUGA**

Draft Deed of Covenant between Wyre Borough Council & Myerscough and Bilsborrow Parish Council – Cllr Collinson proposed that we ask Mr Fitzherbert -Brockholes to check through the document. Cllr Turner said that it will be a standard document. Cllr Bolton to check with Wyre Borough Council whether they would recommend getting a solicitor or whether it is a standard document.

Cllr Collinson has been to see a MUGA at Hest Bank and was very impressed. Cllr Turner suggested that Cllr Collinson ask about any pit falls or recommendations; Cllr Collinson will contact the contractors to quote for our proposed MUGA.

Heads of term lease between School Trustees & Myerscough & Bilsborrow Parish Council – Cllr Turner has found a contact between two local schools that we can look through and get an idea of what needs to go in the lease between the School Trustees and Myerscough and Bilsborrow Parish Council with regards to the land that the MUGA is due to be located on.

* 1. **Lengthsman**

Cllr Bolton has studied the time sheets provided by Mark Cornforth, the parish lengthsman for April, May, June and July. Generally, he seems to be doing different areas each week, but he will contact lengthsman to ask him to do focus bit more on the main triangle in the village and also White Horse Lane. Cllr Robinson concerned about the hedges on Bilsborrow Lane, issue with visibility, Cllr Turner said he would take photos and report to Highways on ‘Love Clean Streets’. Clerk mentioned that she has spoken to the lengthsman and has taken some photos and will be doing a ‘Meet the Lengthsman’ on the Parish Council Facebook page so that parishioners know who he is.

* 1. **Bilsborrow Recreation ground**

CCTV update – Clerk will drop off the cheque to M L Planning Consultancy tomorrow morning and the plan will then be submitted to Wyre Planning Department and the planning fee paid (The planning fee is £216.50 and is included in the cheque to M L Planning). Cllr Collinson confirmed that the costs will be reimbursed by Cockerham Football Club & also mentioned that the Catforth & District Football League will be playing their Cup – Final game on Bilsborrow Recreation Ground which shows that it is a good pitch and being well taken care of by Cockerham Football Club.

* 1. **War Memorial – Risk Assessment**

Cllr Barker said that at the recent War Memorial Trustees meeting it was discussed that last year one spectator was taken ill during the ceremony, going forward they would like a nominated first aider on site if anything similar should happen again. It was noted that there was a defibrillator at the village hall across the road.

**58.24 White Horse Lane – access visibility**

Cllr Allan had reported to clerk that the hedge to the right-hand side of the junction with A6 /White Horse Lane was overgrown and causing visibility issues when turning out the junction. Clerk has reported to Highways via the Love Clean Streets App and has had a response on 23/07/24 as follows ‘This has been assessed and we have identified that further investigatory work is required, which is now in hand’. Cllr Allan also mentioned an issue with a blue van parked to the left hand side of the junction and also some flower baskets on the railings also causing visibility issues. Cllr Sutcliffe/Cllr Willacy know whose van it is so will speak to them to let them know about the issue. Clerk will also report flower baskets vis Love Clean Streets App.

* 1. **Footpaths – overgrown/kissing gates**

Cllr Collinson advised last year that we organised for Sam Hardman to cut back ‘No mans Land’ and proposed that we do again this year to get it looking tidier. Cllr Bolton Seconded and all councillors agreed. Cllr Collinson to instruct. Cllr Collinson advised that he has asked clerk to contact Chris Gregson at Wyre Council to ask about replacing difficult footpath styles with easy access galvanised kissing gates and whether it would be up to the landowner to apply, or can the Parish Council apply on their behalf, and what are the costs involved. Clerk has left a voicemail and emailed but not heard back as yet. Cllr Turner advised clerk to email [PROW@lancashire.gov.uk](mailto:PROW@lancashire.gov.uk) ; this has been actioned. Cllr Turner mentioned two styles down near to Brockside that need replacing, Cllr Willacy will email clerk a map of where they are located.

* 1. **Biodiversity grant – daffodils**

Cllr Collinson asked clerk to contact Bannister Hall for a quote for daffodil bulbs for planting in September time. Clerk to action.

* 1. **Grass cutting – ‘no mans land’ entrance to Bilsborrow from Barton**

(As per 59.24)Cllr Collinson advised last year that we organised for Sam Hardman to cut back ‘No mans Land’ and proposed that we do again this year to get it looking tidier. Cllr Bolton Seconded and all councillors agreed. Cllr Collinson to instruct. Cllr Collinson mentioned the red van that is located on the private land next to the bowling green, as it is on private land nothing can be done. Cllr Bolton has recently found out that the land belongs to The White Bull Pub, Clerk to write to Trust Inns to explain the issues with the van and also with litter around the car park.

* 1. **Report Best Kept Village competition**

Cllr Collinson advised that he had noticed a difference around the village since the ‘Big help out day’ with residents looking after their gardens and areas. The hanging baskets at The Roebuck pub were mentioned and Cllr Bolton said that it was Bernard Farrell who had contacted the head office and explained that it needed some work doing to it, he has been advised that window works and repainting have been scheduled and the hanging baskets have been put up as a result of his phone call.

* 1. **Clerks report**

Clerk read the report, copy available on the website.

* 1. **Items for next agenda**

No comments made for items for next meeting agenda.

**DATE OF NEXT MEETING 26th September 2024**

**Signed by Chairman…………………………………………………………………..Vice Chairman………………………………………………………**

**Date…………………………………………………**