**MINUTES**

**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 2nd January 2025 at 7pm Bilsborrow Church**

**Present**

Cllr Collinson (Chair), Cllr Bolton (Vice Chair), Cllr Barker, Cllr Willacy, Cllr Pye, Cllr Robinson, Cllr Turner, Cllr Sutcliffe, Laura Bolton (Clerk)

**Apologies**

Cllr Allan

**Public Participation**

No members of the public were present at the meeting

* 1. **Minutes of last meeting – to be checked and signed**

The minutes of the last meeting were checked and signed as a true record of the Parish Council meeting held on the 28th November 2024. Cllr Collinson started by thanking everyone for the way the last meeting was conducted in his and Cllr Boltons absence with special thanks to Cllr Barker for chairing the meeting. He then confirmed with all councillors that they had received a copy via email and were happy it was a true and correct record of the meeting. Proposed by Cllr Collinson, seconded by Cllr Barker, all councillors agreed and the document was signed and dated by Cllr Collinson & Cllr Bolton.

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

There were no declarations of prejudicial interest for any agenda items.

* 1. **Planning**

The following applications were discussed:

* **Application 24/00558/FUL** – The Paddocks Garstang Road – change of use to domestic storage retrospective planning. Clerk advised that this application had no further updates and was still pending consideration.
* **Application 22/00612/OUTMAJ** – land opposite Rockform. This application has no further updates and is still pending.
* **Application 24/01050/FUL** Proposed change of former horticultural buildings to domestic use Acorn House, Myerscough Hall Drive. All councillors happy with this application, no comments.

**4.25 Finance**

The clerk presented a reconciliation of accounts for the Parish Community Account and the War Memorial Account with the most recent bank statements (up to 30th November 2024). These were passed round the room and Cllr Collinson and Cllr Bolton signed and dated. The following cheques were presented:

Myerscough and Bilsborrow Community Account

* *Cheque 200363 Mark Cornforth Lengthsman Wages Dec 24 £540*

Cheques to be scrutinised & signed M&B Community Account

* *Cheque 200364 Laura Bolton Clerk wages £1127.98 (error on cheque - replaced by Cheque 200367*
* *Cheque 200365 HMRC Employee Tax £269*
* *Cheque 200366 St Hildas Church room rent Jan meeting £20*
* *Cheque 200367 Laura Bolton Clerk wages Oct, Nov, Dec 24 £1205.98*
* *Cheque 200368 Laura Bolton clerk expenses 2024 £11.60*

Cllr Robinson asked what the Lengthsman gets paid for, he has noticed a lot of litter in the village, the hedge opposite Rockform is very overgrown, there is muck at the sides of Bilsborrow Lane especially the length towards the A6 by The Roebuck pub, there are a lot of weeds/litter up Bilsborrow Lane up to motorway bridge. Cllr Pye suggested the roads should be the responsibility of Highways; Cllr Willacy has seen road sweepers out but cannot get close enough to hedge to do the bit in question. Cllr Bolton said that he is out and about doing litter picking etc but maybe we need to be more prescriptive as to what jobs take priority. Cllr Sutcliffe suggested that the clerk email round the lengthsmans timesheets each month so that if councillors are out and about the works completed can be checked. Clerk to action and his duties will be discussed at the next meeting.

**5.25 Precept 2025/2026**

Cllr Collinson advised that we have some potential costs coming up in this period:

* Solicitors fees for drawing up a Heads of Terms Lease for the new MUGA project (approx. £2000)
* Cost of the MUGA planning application (approx. £3000)
* Potential planning application fee for Welcome to Bilsborrow feature (approx. £1500)

Clerk passed round information about current costs and predicted increases for 2025/2026, no significant increases.

Cllr Turner advised that he did not think it should be increased by a large amount; it was proposed by Cllr Collinson that we increase by £1000 to cover part of the solicitors’ fees noted. The current Precept figure is £20,500, a new figure of £21,500 was proposed by Cllr Collinson, seconded by Cllr Bolton and agreed by all councillors present. Clerk to action by emailing Wyre Borough Council.

**6.25** **Parish Council Policies**

* Code of conduct
* Complaints Policy
* Social Media Policy

Clerk advised that NALC do not have templates just guidelines so will be drawing these up and emailing to councillors to read through. Clerk to action

**7.25** **MUGA**

Cllr Collinson advised that the 106 monies ringfenced for this project are approximately £50,000. Cllr Turner asked when the project was due to start. Cllr Collinson advised that the money from United Utilities has not yet been received, and we still need to get planning permission. Cllr Barker asked if the job had been put out to tender as yet, Cllr Collinson advised that we have one quote from the company that completed the MUGA at Catterall, Fletchers. He has been in touch with the company who did the MUGA at Slyne with Hest, Duncan Ross Ltd and they have done a good job. He is waiting a call back to arrange a meeting on site to quote. There are also MUGAS at Claughton, Scorton and Singleton that we can look into. Cllr Collinson advised once we have three quotes, we can proceed to Planning and that we need planning permission in place before we can secure any extra funding needed for the project.

We have three quotes from Napthens, BSG & Harrison Drury Solicitors to draw up the Heads of Terms lease between the School Trustees who own the land and the Parish Council who are to lead on the project. The cheapest was Napthens and they also know the history of the project, Cllr Collinson proposed we go ahead and instruct them, Cllr Bolton seconded, and all councillors agreed. Clerk to action.

* 1. **New benches at the Nature reserve**

Clerk advised that the grant application form had been completed and received by LCC, we are just awaiting a response

**9.25 80th Year since VE Day – Garstang Town Council celebrations 8th May 2025**

Clerk to get some more information on Garstang Town Councils plans and will come back with the information at the next Parish Council meeting.

* 1. **PROW and Biodiversity Grant 2025**

Clerk advised that the application for these grants must be in by March 25 and were there any suggestions for projects. Cllr Collinson suggested more daffodil bulbs with the Biodiversity funds, Cllr Turner said that the PROW grant has to be for Public Rights of Way, Cllr Bolton suggested some improvements to the footpath down by the quarry the other side of the tow path down by White Horse Lane as this is a very nice area for walking but is very muddy and needs some improvements. Cllr Willacy suggested contacting the Duchy of Lancaster as they own some of the land around this area to see if they could help at all with a grant. Clerk to contact. Cllr Pye said that they had done a very good job when it came to dealing with the issue of Ivy on the trees lining White Horse Lane. It was agreed that Clerk would apply for the grants.

* 1. **Grass verge by the post office**

Cllr Sutcliffe attended to discuss the issue with the resident who owns the property where the van is being parked on the grass verge. He agreed to no longer allow the van to park on the grass verge and to reinstate the damage caused. Cllr Turner mentioned a bollard to stop people parking there but it was agreed that as the resident had agreed to no longer use it for parking and to reinstate the grass verge to how it was no further action would be taken at this time.

* 1. **Clerks report**

Happy New Year

* 1. **Items for next agenda**
* Lengthsman
* Duchy of Lancaster
* VE Day celebrations

**AOB** Cllr Willacy mentioned about the Christmas Tree lights, Cllr Robinson also said he had been contacted by a resident to ask why there was no tree. Cllr Collinson advised that the tree is at the front of school and the Parish Council paid for some new lights for it a few years ago. The lights were not put up this year; Cllr Willacy suggested that we arrange with school and the lengthsman to sort this out earlier in 2025 so that they are in place for the beginning of December. Clerk to action.

**DATE OF NEXT MEETING 27th March 2025**