**MINUTES**

**Myerscough & Bilsborrow Parish Council**

**Clerk: Laura Bolton**

**Chairman: Cllr Bill Collinson**

**Vice Chairman: Cllr Dan Bolton**

**Email: clerk@myerscoughandbilsborrow-pc.org Tel: 07803631556/01995640833**

**Thursday 4th January 2024 at 7pm Bilsborrow Church**

**Present**

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

**Apologies**

Cllr Turner

**Public Participation**

Member of the public Mr David Gregson was present at the meeting to discuss the Best Kept Village Competition. Cllr Collinson introduced himself to Mr Gregson and David Gregson introduced himself to the group. Cllr Collinson started by saying that the Parish Council had discussed in a previous meeting that for 2024 we would like to create a working group to better organise and give ourselves a better chance in the competition. Cllr Willacy had already discussed this with Mr Gregson. Clerk read out the reports from our 2023 entry. The village hall was mentioned, Cllr Collinson said he had noticed an issue with the kitchen drains after the War Memorial service. Clerk mentioned that she had spoken to Sarah Stuart about maybe getting the village hall committee and the Best Kept Village committee together to work on the Best Kept Village project. Cllr Sutcliffe suggested passing report to Dave Evans at South Planks and Guys Thatched Hamlet so they can work on the items mentioned for this years entry.

Cllr Sutcliffe mentioned creating a leaflet to help get support and volunteers from the village, advertise on the Facebook page, a leaflet drop, advertise on the website, and contacting Dave Evans from South Planks to see if he wants to get involved. Cllr Pye agreed.

Mr Gregson said he is happy to help with it but not on his own and would need help from other volunteers as well. Cllrs agreed. Mr Gregson mentioned specifically the area at the corner of the A6 and Church Lane, this needs some TLC and the bench needs refurbishing/maintaining. He also mentioned that tidying hedges is a simple thing but makes a big difference.

Cllr Collinson thanked Mr Gregson for attending and offering his help with the village competition and Cllr Sutcliffe took his number. Mr Gregson happy for his number to be put on the leaflet along with the Clerks details.

**1.24 Minutes**

The minutes of the previous meeting (23rd November 2023) were checked and signed as a true and correct record of the Parish Council Meeting held on the 23rd November 2023. Cllr Collinson confirmed with all councillors present that they had received a copy via email and they were happy it was a true and correct record of the meeting. Proposed and signed by Cllr Collinson and seconded by Cllr Bolton.

* 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. **Precept**

Clerk produced a spreadsheet of figures including the Parish council costs and any increases in these costs for the coming year.

Cllr Collinson started off by suggesting a 6%/7% increase so we can cover the additional costs this year associated with the MUGA and Dave Evans offer for a ‘Welcome to Bilsborrow’ feature which we will have to apply for planning permission for. Cllr Collinson also advised there would be additional costs this year for the area of land at the entrance to Bilsborrow known as ‘No mans Land’ this can be wild seeded throughout spring/summer and given a rough cut at the end of the year (this area is not included in the agreement with Nurture). Cllr Pye asked about Dave Evans project, Cllr Collinson explained that he had offered to create a feature for the entrance of the village and was attending the next meeting in March with his proposed plans. Cllr Bolton and Cllr Willacy suggested that we may need to increase by more to ensure all the additional costs are covered. Cllr Pye asked about costs for the MUGA, it was agreed that the meeting move to Item 8 on the agenda MUGA and come back to Precept discussion. Cllr Collinson agreed, Cllr Bolton seconded. Meeting moved to item 8.

***MUGA***

*Cllr Collinson advised that the working group for the MUGA consists of Mr John Blackley and Mr Jeff Finch (representatives of the School Trustees), Headmaster of John Cross School Mr Liam Reynolds, Cllr Mark Sutcliffe and Cllr Collinson (representatives of Myerscough and Bilsborrow Parish Council). There has been email correspondence between Mark Fenton and Mr Reynolds which has been forwarded on to Cllr Collinson regarding the S106 money from Wainhomes and details of where the money should be paid and confirmation that the working group are happy for them to put up an advertisement sign up on the MUGA once completed.*

*Cllr Pye said sounds like it is a council project and we will lease the land from the school trustees, Cllr Collinson confirmed. Cllr Pye wanted it to be confirmed that it was a facility for the community, Cllr Bolton confirmed that it would be a village facility but school would be using during school hours.*

*Cllr Collinson has arranged a site visit with Wayne Fletcher a potential contractor to provide quotes for the MUGA and connected footpath to the school 12pm on 8th January. Cllr Collinson advised that Wayne did the MUGA at Catterall and is very good but we will need to get 3 quotes for the project.*

*Cllr Collinson advised that S106 compensation monies are due to be paid anytime so a lease will need to be sorted with lawyers for the agreement for the Parish Council to lease the land. There will be costs involved with the MUGA which will need to be taken into account when agreeing the Precept. Clerk has contacted Debra Platt from LALC for advice on this matter.*

**Precept**

Cllr Bolton said that the community are largely unaware of the MUGA project, if people were aware they may be happier to pay more.

Cllr Collinson proposed an increase from £19,000 to £20,500 just over 7% increase from last year. Cllr Collinson said we need to think about the Cost of Living Crisis and Cllr Robinson said we also need to think about everyone in the parish including the elderly who may not make use of the MUGA.

Cllr Bolton said inflation exists and do we need to increase the Precept more as the MUGA is a large project to make sure all costs are covered. Cllr Barker asked if this increase sets a precedence for future years, Cllr Collinson advised that it doesn’t and next year if there are no additional costs it may only increase slighty.

Cllr Collinson proposed a Precept amount of £20,500. All Cllrs agreed with this figure. Clerk to confirm this amount to Penny Jones at Wyre Council by the deadline of the 10th January.

* 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 31st dec 2023). Cllr Collinson and Cllr Bolton signed and dated the bank reconciliation, and the following payments were approved following scrutiny and signing:

* Cheque 200309 HMRC Employee Tax £267.80
* Cheque 200310 Laura Bolton Clerks Wages Oct, Nov, Dec 23 £1123.72
* Cheque 200311 St Hildas Room rent Jan 4th 23 £20.00
* Cheque 200312 Mark Cornforth Lengthsmans wages £1300
	1. **Planning**

The following applications were discussed.

**Application Number: 23/00537/FUL Proposal: Creation of farm track and 5 gravel pitches for motorhomes. *– APPLICATION NOW WITHDRAWN.*** Clerk & Cllr Bolton to contact enforcement again as the caravan is still on the site and looks to be a permanent dwelling.

**Application 22/00612/OUTMAJ – land opposite Rockform. *Pending Consideration.*** Still no further updates, Cllr Bolton to chase.

**Application 23/00716/FUL – land south of Bilsborrow Lane – proposed erection of 4 dwellings and car port. *Pending consideration.*** No updates

**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. *Pending Consideration,*** No updates

* 1. **MUGA**

This item has been discussed as part of Precept agenda item (3.24)

* 1. **Bilsborrow Village Hall**

Clerk advised that she had spoken to Sarah Stuart from the management team and they are still waiting for the Trust Deeds from the Charity Commission. At the end of last year the Charity commission were experiencing some technical issues which was causing a delay. Clerk will chase.

* 1. **Bilsborrow recreation ground**

Cllr Collinson advised that the hedges have not been cut yet due to the weather conditions not being suitable. The CCTV is almost ready to go and the column will be installed once the weather improves.

* 1. **Lengthsman**

Cllr Collinson advised that we share the Lengthsman with Claughton and they have been in discussion with regards to his contract and pay increase from £17 per hour to £18. Clerk advised that the lengthsman had been discussing with John Hallas, Clerk for Claughton PC, and although he would have liked more, he has agreed to the increase to £18. Cllr Allan asked about his work and said she never sees him; Cllr Bolton explained his routine and that he works early in the morning. Lengthsmen in the past have tended to work later and therefore be more visible. Cllr Bolton and Cllr Willacy agreed to sit down to come up with a working plan for the lengthsman to help with the workload. Cllr Bolton advised that most of his time is taken up with litter picking, in the past the village has had volunteers doing this. Cllr Bolton and Cllr Willacy suggested this also go on the leaflet to ask for volunteers to help. Cllr Sutcliffe agreed. Cllr Pye said that the report from the Best Kept Village Competition had mentioned how tidy the village was with negligible litter which proves that he is doing a good job keeping on top of it. Cllr Sutcliffe said that he did litter picking during lockdown and that there was a lot to pick up so the lengthsman is doing a good job. Cllr Pye also said that he has seen him working round the village.

Cllr Robinson mentioned about the ‘muck’ either side of the road going down Bilsborrow Lane to the A6, this is not the lengthsmans job, clerk to enquire with the council as to whether this area can be sorted out.

* 1. **Public Rights of Way Grant and Biodiversity Grants**

Clerk produced a list of quotes for different birdboxes, Cllr Collinson suggested 10 of the classic bird boxes at £7.99 each, Cllr Bolton seconded this will be paid for using the biodiversity grant. The remaining will be used to buy wildflower seeds for the area ‘No Mans Land’ at the entrance to the village.

* 1. **Best Kept Village Competition 2024**

This item has been discussed in the Public participation part of this meeting. It has been agreed that the Parish Council will produce a leaflet to ask for help/volunteers to create a working group headed up by David Gregson. Clerk will invite David Gregson, a representative from the Village Hall working group, Dave Evans from South Planks and Sean Wilkinson from Guys Thatched Hamlet to join our next meeting to discuss our 2024 entry.

* 1. **MBPC Risk Assessment**

Clerk read an email from Roy Bassnett (previous clerk) regarding the Risk Assessment. The clerk reminded the council that an updated risk assessment will be required for the internal audit. Cllr Barker confirmed that he does the risk assessment for the War Memorial and Cllr Sutcliffe confirmed that he does the Recreation ground and Brock nature reserve. Clerk to send forms to Cllr Barker and Sutcliffe to complete.

* 1. **Clerks Report**

Clerk advised that there was nothing on the report this month apart from to say Happy New Year to everyone.

* 1. **Any items for the next Parish Council meeting**

Best Kept Village Competition

**DATE OF NEXT MEETING 28th MARCH 2024**