



Minutes of a meeting of Hilldale Parish Council

Friday 29th September 2023, 7.00pm

at Hilldale Village Hall

Participants: Cllr G Ward (Chairman), Cllr S Ashcroft (Vice Chairman) Cllr I Bell, and Trish Grimshaw (Parish Clerk)

1. **Apologies for Absence** - Cllr D Whittington
2. **Declarations of Interest and Dispensations**
 - a. To receive declarations of interest from Councillors in relation to items on the agenda
 - b. To receive written requests for dispensations for disclosable pecuniary interests
 - c. To grant any requests for dispensation as appropriateNone received

3. **Public Participation:** To adjourn the meeting for a period of public participation.

Any member of the public may speak for up to 5 minutes within the overall time allocated. Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time. A member of the public is any person present other than a member or official of the Council. A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon.

A member of the public reported that they have raised a complaint with the police commissioner and MP regarding speeding and traffic in Hilldale.

A member of the public suggested future bulb planting on the field. This will be covered in item 22.

4. **Minutes of the previous meeting** Minutes of the meeting held on 06.07.23 were approved, proposed by Cllr Bell and seconded by the Chairman.
5. **To consider the e mail from a resident regarding traffic problems in the village (previously circulated) and provide a response** – it was recognised that issue of speeding traffic is an ongoing concern and has been highlighted to Lancashire County Council on numerous occasions. The introduction of a SPID which collates data will enable the Parish Council to alert LCC of future areas of concern. The successful campaign with LCC, Borough Councillors and Parbold and Newburgh villages enabled LCC to negotiate different routes with HGV carriers which considerably reduced traffic turning into Robin Lane. The Parish Council will continue to highlight issues to LCC Highways authority.
6. **Parish Clerks Report** – the Clerk provided a summary of her report (previously circulated). The Clerk highlighted the EON electricity business plan for the hall is ending soon and requested assistance in selecting a new plan. Cllr Bell offered his assistance. The Clerk reported of receiving an email from Lancashire Fire and Rescue service regarding upcoming amendments to the Fire Safety Order 2005. The Clerk will investigate to

establish what (if any) impact this has on the village hall. An e mail was received from WLBC regarding the CIL 2023 funding programme. The document states 'Hilldale Junior Play area does not meet CIL criteria as there has been little development within the parish area in recent years that can be attributed to impact on tis infrastructure'.

7. **To receive an update on the Contractor's work to replace the village hall floor and associated works.** The Clerk reported she has contacted the flooring contractor regarding the snagging issues and awaits a response as to their availability to undertake the work. It was ratified the Clerk should request a date of completion from the Contractor. In relation to the whereabouts of the stage curtain, the Clerk confirmed she had raised the issue with the Contractor who did not know what had happened; given Cllr Bell's additional knowledge following a conversation with the Contractors on site, it was ratified to request the Contractor's comments asap.
8. **To receive an update on the process for claiming the grant from Greenscape and payment of the Contractors invoice.** The Clerk confirmed she has completed the paperwork to receive the grant from Greenscape. The Contractors invoice will be presented for payment on satisfactory conclusion of item 7.
9. **To discuss decoration of the hall and agree a way forward.** The Clerk was requested to obtain a further quotation for the decoration of the hall (bottom half of the walls and doors).
10. **To discuss the replacement of the office door, receive a quotation; subject to budget availability.** The quotation was received from Coccion. The Clerk was requested to obtain a further quotation for the door replacement and a new lock on the kitchen door.
11. **To receive an update on the waste bins on the playing field.** The Clerk is awaiting a response from West Lancs Borough Council. Cllr Whittington has also chased with WLBC.
12. **Items for information – reports from outside bodies – None.**
13. **To receive an update on the consultation process and site visits with the local primary schools following the removal of the timber play area.** Drawings of preferred play equipment and ideas from the children of Our Lady and All Saints and Parbold Douglas school will be put on display in village hall at events.
14. **To receive an update on the replacement of the Multi Activity Play Area and grant funding.** The Clerk reported she is actively seeking funding opportunities and awaits the outcome of the lottery application she has submitted for £10,000. The Clerk advised she has been made aware of a new grant for £20,000 from the national lottery, however we would need to withdraw the £10k application. It was ratified to prepare an application for £20k and subsequently withdraw the 10k application.
15. **To consider the correspondence with Paul Connell from Lancashire County Council (Road Safety) regarding potential locations for the SpID and agree a preferred location(s) to enable a site visit and full assessment by LCC engineers.** It was ratified the Clerk should contact Paul to see if we changed from solar to battery which existing lampposts could the SpID be fitted to.
16. **To review whether to accept the grant funding from WLBC for the SpID or consider rental of a SpID.** It was ratified to continue with a purchase of a SpID.
17. **To receive an update on the Hilldale Parish Council newsletter.** The newsletter was circulated to all residents.
18. **To receive an update on the tree work which SMN trees have been authorised to undertake (on the playing field located at the rear of 15 Beechfield).** Despite a number of delays beyond the Parish Councils control the work was recently completed.
19. **To discuss the overhanging tree raised by a resident who lives in the property next to the village hall and resolve the way forward in relation to pruning the tree which does**

not appear to feature on the tree consultancy report. The Clerk advised that Laurence had viewed the tree, it was ratified to request Laurence undertakes the work, the budget agreed was up to £300.00. The Clerk was also requested to obtain a quotation from Laurence for a 3-metre cut back of the large shrub at the bottom of the field.

20. **In line with the Tree Consultancy report to agree the next phase of tree work and the process for selection of a tree contractor.** It was ratified to contact the Tree Consultancy to undertake a second visit to the field to review the trees and prioritise the next round of work.
21. **To receive an update on the boundary query.** The Clerk shared the historic correspondence concerning the field boundary. It was ratified that no further action is currently needed.
22. **To discuss the Clerk's draft application to the Lancashire Environmental Fund and agree the suggested tree and bulb specification numbers (previously circulated) and consultation process.** The Clerk submitted the grant application to LEF (previously circulated to Parish Councillors). It was ratified to continue with consulting with user groups and at HCA events regarding future tree and bulb planting. Subject to the outcome of the grant application a planting morning will be held on a HCA Saturday coffee morning and groups, residents and the local schools will be invited to help out.
23. **To receive an update on the Parish Council website and IT host and agree a way forward in relation to a new provider and subsequent budget.** The Clerk advised of the retirement of the current provider and previously circulated information and quotation on a new provider 'Easy Websites' which was recommended by LALC and the Clerk currently used for Mawdesley Parish Council. It was ratified to go ahead with the new provider.
24. **To consider the offer of a piano for the village hall and agree a way forward.** The generous offer of a piano was kindly refused, unfortunately there is insufficient room in the hall to accommodate a piano.
25. **To ratify the September invoice (renewal date 1/10/23) to the insurance provider (Clear Councils) as per the previously ratified 3-year deal.** Parish Councillors ratified the decision following previous e mail approval.
26. **Planning Matters – to discuss and decide a response (if applicable) to planning applications together with any received after the agenda is published - none**
27. **To receive an update on progress in relation to the Annual Governance Accountability Return and feedback from the External Auditor.** The Clerk reported of a successful audit of accounts for year ending 31/03/23 with the accounts being published and available for inspection. Parish Councillors accepted the report.
28. **To receive the budget monitoring report/receipts and payments summary to the end of quarter one (2023/24 – April to June) for members to note.** Parish Councillors accepted the report.
29. **To consider and approve the schedule of accounts for payment - approved.**
30. **Financial reports – to ratify accounts and authorise payments - approved.**

There being no further business the meeting closed at 20.55

Clerk: Trish Grimshaw

E mail: Clerk@hilldaleparishcouncil.com

Signed G Ward

G WARD, CHAIRMAN

Dated 02.11.23