

HILLDALE PARISH COUNCIL

Minutes of the meeting held on the 7th.of November 2019

In Hilldale Village Hall.

Present. Vice Chair Cllr. Ashcroft. Cllrs Bell and Whittington. One member of the public.

1) Apologies for Absence. Were received from Cllr Ward and Cllr Blake.

2) Declarations of interest and Dispensations. There were no declarations or requests for dispensation.

3) Minutes of the previous meeting. The minutes of the Council meeting held on the 5th September 2019 were accepted as a true and accurate record.

4) Matters arising from the minutes of the previous meeting. Items 13) Due to inclement weather quotes for timber treatment had not been obtained This work may now need to be deferred until spring.**15)** The potential hirer did not follow up on the enquiry. **16) &19)** The acting clerk apologised. Letters had not been sent.**17)** The review of operations would be used in structuring interviews for the vacant position of Clerk to the Council.

5) Public Time. Mr Halkett expressed concerns about ongoing issues with sewers and drains. He had again met representatives from United Utilities. Cllr Whittington advised that although these were County, rather than Borough Council issues he would ask if WLBC officers could contact UU staff in relation to them. Mr Halkett raised two traffic issues related to HGV's. A residents parked car was damaged by an HGV at the junction of Malt Kiln Lane and Chorley Road. A 42' HGV having missed the turn at the junction of Robin Lane and Chorley Road turned instead into Beechfield / Springmount Drive and became stuck in the residential cul-de-sac at 3.00 am. Mr Halkett asked if it was possible to get more information from the HGV group. Cllr Whittington advised that it was important to log these incidents with the HGV group, and that a website was being developed by the group. It was noted that HGV group matters were next on the agenda for the meeting.

6) To discuss and agree on requests for action from the HGV group. It was agreed to include an update from the group in future newsletters. (Standing orders were suspended briefly to allow Mr Halkett to speak. The HCA would also be happy to include HGV group updates in their Newsletter.) Standing orders were restored and it was agreed that the council should to make a donation of £100 towards the cost of developing and maintaining the HGV group website.

7) To review the PC's bank account, and consider switching bank. After discussion it was agreed to switch to the CO-OP Bank. Terms were the most beneficial of the alternatives, and that choosing a bank which provides employment in Skelmersdale complied with the Councils policy of supporting local economic activity and employment whenever possible.

8) To discuss and agree a project for application to WLBC for Capital Grant funding. It was discussed and agreed to apply for a capital grant for 50% funding to replace the HPC notice board at the junction of Chorley Road and Beechfield, and the community noticeboard outside the Village Hall. Prices had been obtained to supply and installation of boards to match the existing ones and boundary signs.

9) To review quotes for, and appoint a contractor to carry out remedial works on the play areas. Quotes for the work were distributed. It was proposed and agreed that a decision be deferred until a new inspection be carried out.

10) To consider and decide on bringing forward the annual safety inspection of play equipment. After discussion it was agreed to bring forward the January 2020 inspection to November 2019 (the earliest date available) and to schedule the annual inspection in September, starting in 2020.

11) To review a draft budget proposal for the 2020/ 2021 financial year, and to give consideration to projects for possible grant applications. A first draft budget was discussed taking into account changes in utility costs, insurance etc. The Acting Clerk will distribute a more specific proposal prior to the next meeting taking into account projects discussed and possible sources of finance.

12) To review and decide on response to a consultation document from BT. It was agreed that the council would advise BT that it had no objection to the telephone kiosk at Andertons Mill being removed.

13) Initial discussion on Accessibility Review of the PC website. To consider and agree the format of the review. After discussion it was agreed that the estimated costs of external review and improvement work required of £5,000 to £7,000 was disproportionate to the Councils operating budget. It was agreed to self assess the website and that the Councils existing contractor TechKnowhow be asked to complete the assessment and quote for remedial work.

14) To discuss and finalise details of the recruitment / interview process for the role of Clerk. It was agreed that both candidates should be asked the same set of questions based on the job description and the review of operations carried out at the September meeting. Both candidates should be given the opportunity to speak about their skills and experience relevant to the role. The acting clerk will distribute a draft document for discussion.

15) Planning Matters. The following planning decisions / applications were discussed and noted. The Council had no comments to submit.

2019/0477/ FUL APPEAL REF APP/P2365/D/19/3233166 – GLENROY, SANDERSON LANE.

2019/0817/LDP DECISION – 23 BEECHFIELD.

2019/0956/FUL APPLICATION - ROCKHAVEN – 10a CHORLEY ROAD.

2019/0834/ FUL VARIATION OF CONDITIONS- 52a CHORLEY ROAD.

16) Schedule of Payments. A schedule of payments for September and October was distributed and agreed along with bank statements and bank reconciliation.

17) Financial reports. A copy of the current accounting spreadsheets had been distributed to Councillors.

18) Date and time of the next meeting. The next meeting will be on Thursday 5th December at 7.00pm in the Village Hall

Signed G. Ward Chairman.

Date.....

