



Minutes of a meeting of Hilldale Parish Council

Thursday 6th July 2023, 7.00pm

at Hilldale Village Hall

Participants: Cllr G Ward (Chairman), Cllr S Ashcroft (Vice Chairman) Cllr I Bell, Cllr D Whittington and Trish Grimshaw (Parish Clerk) and 2 members of the public

1. **Apologies for Absence** - None
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 appropriate
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.
4. **Minutes of the previous meeting** Annual and Council Meetings held on 11.05.23 and Extra Ordinary Meeting held on 08.06.23 were approved, proposed by Cllr Bell and seconded by the Chairman.
5. **Parish Clerks Report** – the Clerk provided a summary of her report (previously circulated). The Parish Councillors congratulated the Clerk on gaining her CiLCA qualification.
6. **To receive an update on the Clerk’s grant application to LCC Champion’s fund in respect of the village hall floor.** The Clerk reported of a successful application, LCC have awarded £1,000 towards the cost of the village hall floor.
7. **To receive an update on the Whitemoss Community Fund Grant application in respect of the village hall floor and make a decision on the optional work of lowering the floor at one end of the hall, installing a new concrete ramp and external handrail to further provide better disabled access at a cost of an additional £3175.00 (previously circulated).** It was ratified to remain with the Architect’s original specification, to level the floor, drop the door and install a new ramp and to enquire if the contractor could build the access to the door to allow for possible future widening of the door without need to extend the ramp. An additional quotation will also be sought from the contractor for decorating. It was agreed that the best time to undertake the work would be in the summer, preferably August.
8. **To discuss the response from West Lancs Borough Council (D Jones) in respect of the removal of the dog waste bin and general waste bin capacity around the playing**

field. It was ratified the Clerk should contact WLBC to confirm the bins are frequently emptied by Parish Councillors to prevent them from overflowing and request an additional or larger bin. It was recognised there is no bin in the Springmount area.

9. **Items for information - reports from outside bodies.** The Clerk provided an update of her site visit meeting with Lancashire County Council (Treescapes team) who have offered to assist in a community tree planting morning. Two or three fruit trees were suggested on the right-hand side of the field which would be supplied by LCC; it was noted that the walnut tree has died and would need replacing. Bulb planting could also be incorporated (bluebells) funded by the Parish Council. It was ratified to go ahead with this project. Unfortunately, on the date of the visit the ancient hedgerow could not be located.
10. **To receive an update on the consultation process and site visits with the local primary schools following the removal of the timber play area.** As requested, the Clerk has now met onsite with 2 primary schools and subsequently ideas and drawings of play equipment has been received. It was ratified to display the work in the village hall at the HCA event in September.
11. **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; however, this is proving difficult due to the amount required. Cllr Bell enquired if the Parish Council was able to fundraise, the Clerk to obtain advise on this.
12. **To receive an update on the site visit held with the Clerk, Chairman and Paul Connell from Lancashire County Council (Road Safety) regarding potential locations for the SPID.** Following discussion, it was ratified to select the Chorley Road location for the SpID; the Chairman to discuss with the relevant residents. Parish Councillors suggested future locations to be considered are 1. At the top of the common near Fairhurst Lodge 2. at the bottom of Bannister Lane and the top of Malk Kiln Lane.
13. **To receive an update on the Hilldale Parish Council newsletter. The Clerk prepared a draft newsletter (previously circulated).** The Chairman agreed to provide an introduction by Friday 14th July. Cllr Whittington suggested adding the new “Andertons Mill” signs, next to the Parish notice board and at the Heskin end of the village; the 2 “Dogs must be on a lead” signs at the top & bottom of Sanderson Lane, that applies to any road where the speed limit exceeds 40 MPH
14. **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).** The Clerk advised SMN trees are to undertake the work on Tuesday 11th July. It was ratified to request Laurence remove the shrubs that have been planted on the field.
15. **To receive an update on the boundary query.** The Clerk provided an update following her enquiry with a chartered surveyor. The Parish Councillors confirmed the strip of land seemingly unadopted on the land register was actually incorporated in the field in 2012. It was ratified to obtain an estimate for clarification of the boundary specifically to the rear of 7 Springmount Drive to determine the oak tree boundary.
16. **To receive the letter of thanks from HCA in respect of the Parish Council’s sponsorship contribution to the HCA Coronation event.** The HCA were congratulated on a very successful event.
17. **To discuss a review of the village hall risk assessments specifically in relation to fire regulations and agree a mechanism to ensure all users are aware of and comply with the document.** It was ratified to review the current fire regulations document to ensure compliance. The internal emergency lighting over the rear exit door should be checked

together with the external lighting. A clamp will be obtained to prevent the stage curtain from being pulled fully across the back wall thereby covering the emergency exit light.

18. **Planning Matters – to discuss and decide a response (if applicable) to planning applications together with any received after the agenda is published.** None
19. **To confirm the Clerk has received the VAT return for year ending 31.03.23 payments to the value of £1,011.23 which was paid directly into the Parish Council account on 26.04.23.** This was noted.
20. **To receive an update on progress in relation to the Annual Governance Accountability Return –** the Clerk confirmed the AGAR had been sent to the external auditor and is awaiting a response.
21. **To consider and approve the schedule of accounts for payment -** approved.
22. **Financial reports – to ratify accounts and authorise payments -** approved.

There being no further business the meeting closed at 20.40

Clerk: Trish Grimshaw

E mail: Clerk@hilledaleparishcouncil.com

Signed

G WARD, CHAIRMAN

Dated07.09.23.....