

# LOWER PENN PARISH COUNCIL

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## ANNUAL PARISH MEETING held remotely via Zoom on WEDNESDAY 5 MAY 2021

### PRESENT:

Cllr N Cox - Chairman  
Cllr Mrs B Southall – Vice-Chair  
Cllr Mrs K Brazenell  
Cllr Mrs C Taylor  
Cllr D Williams

District Cllr D Kinsey  
Sgt J Dorrington and PCSO Paula Wilkes

7 Members of the public

		Action
33/21	<p><b>ELECTION OF CHAIRMAN/VICE CHAIRMAN</b> Nominations for the position Chairman were invited and it was proposed by Cllr Mrs Brazenell and seconded by Cllr Mrs Taylor and carried that Cllr Cox be elected Chairman for the coming year. There were no other nominations. Cllr Cox accepted the position and will sign his Declaration of Acceptance of Office at the next face to face Council Meeting. It was proposed by Cllr Mrs Brazenell and seconded by Cllr Williams and carried that Cllr Mrs Southall be elected as Vice-Chairman for the coming year. There were no other nominations. Cllr Mrs Southall accepted the position and will sign her Declaration of Acceptance at the next face to face Council Meeting.</p>	
34/21	<p><b>APOLOGIES</b> Received from District Cllr Reade and County Cllr Mrs Wilson. There were no apologies received from Cllr Solway-Blower.</p>	
35/21	<p><b>MINUTES</b> Proposed by Cllr Mrs Southall and seconded by Cllr Mrs Taylor and carried that the minutes of the remote Council Meeting held on 1 April 2021 be approved as a true and correct record.</p>	
36/21	<p><b>DECLARATION OF INTERESTS</b> District Cllr Reade declared an interest in the land put forward in the site suggestions due to personal land holdings in Lower Penn.</p>	
37/21	<p><b>PARISH COUNCIL VACANCIES</b> The Chairman said that 3 candidates for the available vacancies were interviewed prior to the meeting and a decision would be made and candidates advised in due course.</p>	
38/21	<p><b>POLICE REPORT</b></p>	

39/21	<p>Received and circulated to the Council. Sgt J Dorrington and PCSO Paula Wilkes attended the meeting and confirmed that there had been no significant incidents in the Parish over the past month. The meeting discussed a number of problems recently with large vehicles travelling through the village and also the problems encountered with temporary road closures.</p> <p>Sgt Dorrington confirmed that there was an increase in the theft of catalytic converters from Japanese vehicles and that 'Operation Androme' had been set up with neighbouring police authorities to provide extra patrols and surveillance.</p>	
	<p><b>LOCAL PLAN</b></p> <p>Cllr Mrs Southall reported that the housing projections, which are updated and changed annually, will be documented this year during the public consultation stage and that there were no further updates to report.</p> <p>District Cllr Kinsey confirmed that officers are still preparing the preferred options for the public consultation stage.</p>	
40/21	<p>The Chairman then opened the meeting for Public Participation.</p> <p><b>PUBLIC PARTICIPATION</b></p> <p>The Chairman welcomed members of the public to the meeting and the following issues were discussed:</p>	
	<p><b>Overhanging Tree – Victory Hall</b></p> <p>A resident had expressed concerns regarding the safety of this tree and Cllr Mrs Southall confirmed that this had been inspected recently by the tree surgeon and that no problems had been found. Cllr Williams agreed to advise the resident accordingly.</p>	DW
	<p><b>Overhanging Tree – Penstone Lane</b></p> <p>Cllr Mrs Taylor confirmed that there was no TPO on this tree and the concerned resident could take action to lop some of the overhanging branches on her driveway.</p>	
	<p><b>Access Roads – 58/62 Springhill Lane</b></p> <p>District Cllr Kinsey advised that the issues of the visibility splay and S111 Agreements are being followed up with the Enforcement Officer who is liaising with Highways. He agreed to ascertain from the Council when enforcement action will be taken with regard to the unauthorised section of the road and if the developer has been given any timescale in which to carry out this work, particularly as parts of this site have been split and sold to another person. He also agreed to follow up the conditions of the drainage and landscaping scheme which should be in place by April 2021. He suggested that County Cllr Mrs Wilson be contacted for any further updates.</p>	DK
	<p><b>Sandhills Nursery Appeal</b></p> <p>District Cllr Kinsey said that officers are extremely disappointed with the outcome of the Appeal and that the 3 District Councillors will be meeting with Annette Roberts and Catherine Gutteridge next week to discuss and clarify the conditions of the Appeal Decision.</p>	
	<p><b>Pot Holes</b></p> <p>It was reported that large pot holes were in evidence on Springhill Lane, Market Lane, Greyhound Lane and Radford Lane and residents were encouraged to regularly report and photograph dangerous pot holes on the 'Reportit' App.</p>	
41/21	<p><b>Life After Lockdown Initiatives</b></p> <p>The Parish Council said it would be interested in becoming involved in any initiatives that were being planned and District Cllr Kinsey said that he would ask the Locality 5 leader, Harvey Bains, to contact the Chairman to discuss further.</p>	DK/NC
42/21	<p><b>COUNTY COUNCIL REPORT</b></p> <p>No report available.</p>	

	<p><b>PLANNING</b>  <b>Current Applications:</b>  <b>21/00411/FUL – Extensions 263 Castlecroft Road</b>  The meeting agreed to view the plans and advise the Clerk accordingly before 18 May.</p> <p><b>Plans Considered mid-Meeting:</b>  <b>21/00277/FUL – Heat Pumps – Orchard Farm, Springhill Lane</b>  No objection</p> <p><b>APPLICATIONS PENDING</b>  App No: 20/00937/FUL – Extensions Springhill Farm, 70 Springhill Lane  App No: 21/00053/FUL Erection of single storey rear extension – 60 Springhill Lane</p> <p><b>Appeal Sandhills Nursery: APP/C3430/W/20/3253111 – 19/00048/FUL</b>  Appeal allowed</p>	<b>All</b>
<b>43/21</b>	<p><b>MATTERS ARISING</b></p> <p><b>Community Speedwatch/Speeding Issues</b>  Cllr Mrs Southall confirmed that Speedwatch has now commenced and said that more volunteers were urgently required. She said that speeding problems appear to be increasing recently and that the Speedwatch visits are extremely useful as they enable traffic counts to be collected.</p>	
<b>44/21</b>	<p><b>Fly Tipping/Litter</b>  Keep Britain Tidy are hosting their annual ‘Great British Spring Clean’ event from 28 May to 13 June 2021 and Cllr Mrs Taylor confirmed she would liaise with residents to arrange an organised litter pick.</p>	<b>CT</b>
<b>45/21</b>	<p><b>Market Lane – Radio Masts</b>  Photos to be obtained</p>	<b>CT</b>
<b>46/21</b>	<p><b>Drug Issues – Lower Penn</b>  Cllr Williams confirmed that an incident had occurred on the Victory Hall car park which has been reported to the Police.</p>	
<b>47/21</b>	<p><b>Government Rural Broadband Scheme</b>  Cllr Williams confirmed that a number of residents had now signed up for this scheme but it was possible that an alternative initiative was being considered. To be monitored.</p>	<b>DW</b>
<b>48/21</b>	<p><b>Chairman’s Chain/Plaque for Ex-Cllr Harry Brown</b>  Cllr Mrs Southall will collect the chain of office from the Chairman to obtain a quotation for engraving.</p>	<b>BS</b>
<b>49/21</b>	<p><b>Climate Change Workshop (Teams)</b>  Cllr Mrs Taylor reported on the recent meeting she had attended which covered the 5 localities and said that this first session was a sharing of ideas. The next meeting is scheduled to be held in July, which she will attend.</p>	<b>CT</b>
<b>50/21</b>	<p><b>Dangerous Willow Trees – Greyhound Lane</b>  These were reported to the Baggeridge Ranger but to date no reply received. Further letter to be sent.</p>	<b>Clerk</b>
<b>51/21</b>	<p><b>ANY OTHER BUSINESS</b></p> <p><b>Open Space Improvement Scheme</b></p>	<b>Clerk</b>

52/21	<p>This was being organised by the District Council and councillors agreed with the proposals in principle and identified two areas within the Parish which could meet the criteria. Clerk to advise Andrew Aston accordingly.</p>																
53/21	<p><b>Castlecroft Playing Field</b> The Clerk reported that a complaint had been received regarding the overgrowth from the Playing Field which was encroaching onto the footpath and of some dangerous overhanging branches from one of the Council's trees. Authorisation from the Chairman had been received for our grounds maintenance contractor to carry out remedial works accordingly for the sum of £180.00.</p>																
54/21	<p><b>HGV Incident</b> The Meeting noted the report of an incident which had occurred regarding a large vehicle that was making a delivery in Lower Penn whereby unacceptable behaviour had been shown to the driver.</p>																
55/21	<p><b>Victory Hall</b> It was agreed that this item should remain a standard item on the Agenda. Cllr Williams reported that legal advice had been taken and that it has been determined that the Lower Penn Parish Council is the sole trustee of the Hall and that Parish Councillors are not trustees in their own right and that the Constitution reflects this issue. It was reported that the Victory Hall had recently held its AGM and that the interim Management Committee had retired and new appointments were made. Cllr Mrs Taylor was appointed the representative for the Parish Council, and members of the Management Committee were: Rev. Ben Whitmore – St Bart's Church; Alison Parker – Horticultural Society; Cllr Mrs Brazenell (Finance), Cllr Cox, Cllr Mrs Southall (Bookings) and Cllr Williams (Chairman). Cllr Williams reported that there was a full calendar of bookings with a monthly incoming rent of approximately £1000 and that a great deal of work had been carried out making improvements to the Hall. The Chairman congratulated everyone concerned for their hard work and effort and said this was excellent news. Cllr Mrs Taylor said space had been left in the calendar for community events and that a 'Sustainable Sunday' event had been organised for Sunday 27 June. There have been a number of tables already booked but stalls are still required for the sale of plants and jam.</p>																
	<p><b>ACCOUNTS</b> The Clerk gave details of the Council's bank accounts as at 29 April 2021. The Clerk reported that the first half-year precept had been received for £8272.50</p> <p>It was proposed by Cllr Cox and seconded by Cllr Mrs Brazenell and carried that the following cheques are authorised for payment and would be circulated for signature:</p> <table border="0" data-bbox="207 1635 1276 1814"> <tr> <td>BG Ground Maintenance</td> <td>April Account</td> <td>£450.00</td> </tr> <tr> <td>(to include remedial works to</td> <td>Castlecroft Playing Field in the sum of £180)</td> <td></td> </tr> <tr> <td>DBS (Midlands) Ltd</td> <td>Year End Account work</td> <td>£30.00</td> </tr> <tr> <td>DBS (Midlands) Ltd</td> <td>Quarterly Wage accounts</td> <td>£24.00</td> </tr> <tr> <td>Zurich Insurance</td> <td>Annual Insurance Premium</td> <td>£556.84</td> </tr> </table>	BG Ground Maintenance	April Account	£450.00	(to include remedial works to	Castlecroft Playing Field in the sum of £180)		DBS (Midlands) Ltd	Year End Account work	£30.00	DBS (Midlands) Ltd	Quarterly Wage accounts	£24.00	Zurich Insurance	Annual Insurance Premium	£556.84	<p><b>Clerk</b> <b>Clerk</b> <b>Clerk</b> <b>Clerk</b></p>
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56/21	<p>The Meeting noted the Direct Debit payment to Defib Machines for the annual hire of the defibrillator and cabinet at the following hire rates - £438.00 and £588.00</p>																
57/21	<p><b>DISTRICT COUNCIL REPORT</b> District Cllr Kinsey reported that as at 1 May 2021 there have been no new Covid cases in Lower Penn. All other items contained within above minutes.</p>																

58/21

**FINANCIAL RISK ASSESSMENT**

The Clerk reported that she had now completed the audit for the Council's books and this had been passed to DBS Ltd for internal audit. The books and paperwork will then be presented at the June Parish Council Meeting for approval and signature and then forwarded to the external auditor for examination.

59/21

**SECTION 17**

Nothing to report

**DATE OF NEXT MEETING**

**Thursday 3 June 2021 commencing at 7.15pm – please note that normal face to face meetings will now resume and the meeting will be held at The Victory Hall, Lower Penn**

Cllr Mrs Taylor recorded her apologies for the June Meeting.

**Signed:** ..... **Chairman**

**Date:** .....

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