

**Minutes of the Croston Parish Council Meeting
held on Wed 10th April 2024, at Croston Old School**

In attendance: Cllrs K Almond, P Sloan, P Strachan, C Titherington-Teale, C Turner, P Fenemore, S Moulton, Mr P Cafferkey (Clerk & Responsible Financial Officer). Four members of the public were also in attendance.

1. **Apologies for absence:** Cllr C Worthington.
2. **To receive declarations of interest:** None.
3. **To agree the minutes of the Parish Council meeting held on 13th March 2024:**
The minutes for the meeting held on the 13th March 2024 were approved as a true record.
4. **Public Participation:** A query was raised as to the whether there was any oversight of the building works ongoing at the Grapes Hotel, with regard to its status as a Grade II listed building. The Chair stated previous liaison with Chorley Council to check approved Planning Permission, that the Parish Council was following the building works and all currently seemed in order and members of the public can contact Chorley Council if they so wish.
The consultation by Northern Railways regarding the possible introduction of car parking charges was voiced as a concern, Chair stated this was an item later in meeting (item 15 refers) and concerns expressed would be represented. Cllr K Almond as a member of Friends of Croston Station stated they hoped such charges would not be implemented. Borough Councillor A Platt, present as a member of the public, commented that the Borough Council had objected as part of the consultation on the basis that the introduction of charges at Buckshaw Station had encouraged cars to park on local roads. Cllr Fenemore also commented that he had received representations from people, concerned that charges would mean increased parking on already congested roads in the area of the station.
Two members of the public were present to object to the planning application at d below.
Cllr K Almond had received representation that public footpath signs on Drinkhouse Lane had gone missing

5. Planning Matters:

- a. 24 00222/TCON, 51 Drinkhouse Road Croston PR26 9JE, Notification of proposed works to a tree within a conservation area involving branch removal to 1no. sycamore
- b. 24/00203/FUL, Withington Barn Farm Finney Lane Croston PR26 9JQ, Erection of 1no. detached dwelling (resubmission of planning application ref: 23/00176/FUL)
- c. 24/00212/DIS, Trinity and St Michael's C Of E & Methodist Primary School Out Lane Croston PR26 9HJ, Application to discharge conditions numbered 5 (Drainage), 6 (Tree Felling) and 7 (Ground and FFL) of planning approval 23/00721/FUL (Provision of a modular building to serve as a nursery.)

- d. 24/00198/FULHH, 7 De Trafford Place PR26 9RZ, first floor front/side extension.
- e. 24/00184/MNMA, Trinity and St Michael's C Of E & Methodist Primary School Out Lane Croston PR26 9HJ, minor non material amendment to planning permission ref: 23/00721/FUL (Provision of a modular building to serve as a nursery) to amend the siting of the building, to reorientate the roof of the building and to relocate the approved pedestrian access closer to the building

With the exception of item d above there were no objections to the above planning items. As regards item d above, the Parish Council had not had sufficient time to consider the written objection submitted to the Parish Council. As the closing date for comments to Chorley Council is prior to the Parish Council's next meeting, it was agreed the Clerk would liaise with all Parish Councillors by email to ascertain if the Parish Council wished to submit any comment to Chorley Council.

6. Finance Update

- a) **Finance Report:** The Clerk presented the finance report which shows a balance at the end of the financial year (2023-24) of £17,730, of this, £15,322 relates to Community Infrastructure Levy monies. **It was resolved** that the finance report be approved.
- b) **National Savings and Investment a/c Update:** The Clerk reported that this account had now been closed and the balance of £3,011.15 transferred into the Parish Council's Unity Trust Bank current account.
- c) **It was resolved** that the following transactions made through the Parish Council's bank account during the month of Mar 2024 be approved.

Date	£	Payee	Description
01-Mar-24	36.96	Direct Debit (GOCARDLESS)	Website Monthly Fee
01-Mar-24	158.40	B/P to: Wicksteed	Park Annual Inspection Fee
07-Mar-24	459.00	B/P to: Countrywide Mntnce	Grounds Mntnce
11-Mar-24	24.00	B/P to: Croston Old School	Hire of Room for Jan
11-Mar-24	24.00	B/P to: Croston Old School	Hire of Room for Feb
19-Mar-24	254.72	B/P to: employee 2	Clerk's net pay tax mth 12
19-Mar-24	4.40	B/P to: employee 2	Clerk's expenses for tax mth 12
19-Mar-24	267.31	B/P to: employee 1	Lengthsman net pay tax mth 12
19-Mar-24	5.40	B/P to: employee 2	Clerk's mileage for tax mth 12
19-Mar-24	26.22	B/P to: NPower	Unmetered charge for Christmas Lights
19-Mar-24	56.00	B/P to: Lee Distribution	Spring Newsletter Distribution
26-Mar-24	- 3,011.15	National Savings & Investments	Income: Trsf in from NS&I
31-Mar-24	18.00	Service Charge	Q4 Bank Charges

- 7. **Payments approved by email or pre-approved and retrospectively noted: It was resolved** that the payments to A Wade for the cleaning of the surfacing on The Green (£400 excl VAT) and the cutting of the hedge (£400 excl VAT) on The Green, previously authorised by email, be approved. There had been an increase

of £100 in the cost of the path cleaning due to the need for more sand than envisaged, as the path had not been cleaned for some time.

8. **Clerk's Claim for March 2024: It was resolved** that the Clerk's claim for March of 21.87 hours, £10.80 mileage and expenses of £28.04 be approved. The expenses of £28.04 includes the purchase of a Union Flag (£14.99) for the Parish Council D-Day commemoration.
9. **Pay Award for Lengthsman: It was resolved** that the Lengthsman's hourly rate be increased to £12.11 as from the 1st April 2024.
10. **Parish Councillor Vacancy:** The Clerk outlined the procedure to be followed for the appointment of a new Councillor following the resignation of Cllr Martin Cahill. A formal notice of the vacancy has been published and members of the parish have until the 23rd April to write into Chorley Council to request an election. If 10 or more persons (on the Register of Electors for the Ward) write in to Chorley Council requesting an election then an election must be held. If no such election is required then the Parish Council can appoint (co-opt) a suitable person.
11. **Work to Trees on The Green: It was resolved** the lower quote from A Wade Landscapes be accepted in the sum of £1,100 (excl VAT). The second lowest quote was £1,495 (excl VAT). All the work is covered by the contractor's public liability insurance. The work by A Wade Landscaping will be carried out in conjunction with Ingrams Tree Services (registered tree surgeon with felling licence). The work includes the pollarding of a Lime Tree and the removal of a dead Rowan Tree, including the grinding out of the tree stump.
12. **New Parish Council Noticeboards: It was resolved** that the following Noticeboards be purchased. One double noticeboard in black with header "Croston Parish Council" in gold lettering, including fixing kit and delivery £1,475.21 (excl VAT); this is to replace the wooden double noticeboard, which has been condemned – located on The Green. One single black noticeboard with header "Information" in gold lettering, this is to be located on The Green. A single wall mounted black noticeboard with "Croston Parish Council" in gold lettering, including delivery £367.74 (excl VAT); to be located on the wall of Morrison's. **It was also resolved** that a quote from A Wade in the sum of £400 (excl VAT) be accepted to install the three new noticeboards, remove and dispose the condemned wooden noticeboard, and relocate the green noticeboard currently located on The Green.
13. **Recreation Park: It was resolved** that the emergency work required to repair the child's swing on the recreation park be retrospectively approved at a cost of £25.00 (excl VAT).
14. **HR (Staffing Policies): It was resolved** that the following policies be adopted by the Parish Council. Absence & Sickness Policy; Disciplinary Policy; Grievance Policy; Equality, Diversity & Inclusion Policy; Performance Improvement Policy; and a Homeworking Policy. The Clerk also submitted a DSE Workstation self-assessment, no issues had arisen; this was noted by the Parish Council.
15. **Croston Railway Station Car Parking Charges Consultation: It was resolved** that the Clerk would respond to the consultation by Northern Railway to introduce car parking charges at Croston Station. The Clerk would write to express the

Parish Council's concern and objection. Item 4 also refers.

- 16. Renovation Project - Update:** It was reported that the grass on Outlane car park needed cutting now that Croston in Bloom were no longer carrying out this task. **It was resolved** that the GP surgery would be approached to see if their gardener would cut this grass. If not, **it was resolved** that A Wade Landscapes would be engaged as a one-off to cut the grass at a cost of £90 (excl VAT). **It was resolved** that the damaged memorial bench (Winnie Gosney) on Turflands would be repaired and reinstalled by A Wade Landscaping at a cost of £180 (excl VAT). Regarding the proposed works to the metal chains and bollards on The Green, and the metal chains at the War Memorial, the Chair and Mr N Norcross (Croston Together) are meeting with a local firm (Special Fabrications – Coppull) with a view to obtaining a quote for the cleaning and painting of these items. A previous firm approached for this work, Lyndhurst Precision Engineering Ltd, has not responded to a request for a quote.
- 17. Bench on Carr Lane – Update:** **It was resolved** that the bench on Carr Lane would be replaced at a cost of £990.52 (excl VAT), includes the cost of the bench and provision of a concrete base. **It was also resolved** that the Parish Council would approve a further £150.00 towards the replacement of another bench on the corner of Turflands, Croston Together had kindly indicated a willingness to financially contribute towards the cost of this bench, in addition to the £150 approved by the Parish Council.
- 18. Reports from Outside Bodies:** It was reported that despite agreeing arrangements with Chorley Council, Cllr Turner had not been allowed to speak at the Planning Meeting regarding planning application 23/00113/FUL - Demolition of existing buildings & erection of convenience store & cafe on Station Road. It was noted that members of the Planning Committee would be undertaking a site visit.
- 19. Parish Council's Role in Event of Future Flooding in Respect of the Lower Yarrow Flood Action Group's (LYFAG) Reduced Involvement:** Cllr Sloan kindly agreed to re-write the LYFAG's flood risk management plan and present it to a future meeting of the Parish Council.
- 20. Correspondence:** A positive response had been received regarding the Parish Council's email relating to dog fouling on The Green. An email had been received from a member of the public regarding the problem of flooding on Carver's Brow.
- 21. Date of Next Meeting:** Wed 15th May 2024, 7.30pm, Croston Old School.

Approved as a correct record, Pauline Strachan, Chair. 15th May 2024

