**Draft Minutes of the Croston Parish Council Meeting**

**held on Wed 18th Oct 2023, at** **Croston Old School**

**In attendance:** Cllrs K Almond, P Fenemore, S Moult, P Sloan, P Strachan, C Titherington-Teale, C Turner, County Councillor A Whittaker, Mr P Cafferkey (Clerk & Responsible Financial Officer); and 7 members of the public.

1. **Apologies for absence** – Cllrs P Worthington & C Cahill
2. **To agree the minutes of the last Parish Council mtg held on 13th Sept 2023:**
The minutes of the Parish Council meeting held on 13th Sept 2023 were accepted as a true record and agreed unanimously.
3. **To receive declarations of interest:** None
4. **Public Participation:** County Councillor Alan Whittaker explained he was visiting all the Parish Councils in the Chorley area to outline his priorities. These are, speeding with a view to getting finance for the installation of more SPiDs (speed indicator devices) and to see if the Police and Crime Commissioner will agree to activate more of the existing speed cameras. Also, Mr Whittaker has been invited on to the Flood Action Group and he will try and make representations to the Environment Agency for the flood barrier to be activated more quickly.

Members of the public present expressed their concern with regard to Planning Application 23/00462/FULMAJ, Croston Hall Farm, item 5c below refers. These included a general traffic problem in terms of large tractors and wagons, but in particular the corner of Carr Lane and Turflands where these type of vehicles, going to Croston Hall Farm, find it difficult to manoeuvre around, resulting in the vehicles running over the verge, running over plastic bollards, and very occasionally causing damage to the gutter of a property adjacent to the road.

The Clerk read out an email, from the applicant to the Parish Council, which the applicant hoped would address any concerns people may have. Points made in the email included no increase in farm traffic. And, on the rare occasion where the farm has to receive an articulated lorry, a member of staff is always available to watch them in and out of any tight places around the village.
5. **Planning Matters**
	1. 23/00733/FULHH, 21 Drinkhouse Road Croston, Single storey rear extension and replacement of windows and door to rear and side (south) elevation (following demolition of existing outbuilding)
	2. 23/00723/FUL, Drinkhouse Garage Drinkhouse Road Croston, Erection of 1no. detached two storey dwelling following demolition of workshop/storage building
	3. 23/00462/FULMAJ, Croston Hall Farm Carr Lane Croston, Erection of 4no. livestock buildings, 2no uncovered storage clamps, 1no. building comprising crop store, workshop and office together with vehicular access and associated yard area.
	4. 23/00791/TCON, Croston Hall Croston Hall Estate Grape Lane Croston, Notification of proposed works to trees within a conservation area involving the removal of 6no. sycamores, 2no. beech and removal of epicormic growth from base of 1no. lime
	5. 23/00774/FULHH, The Stables 304 Moor Road Croston, Detached double garage
	6. 23/00766/FUL, The Old Police Station 1 Town Road Croston, Proposed new apartment at roof level of The Old Police Station
	7. 23/00736/FUL, Croston Sports Club Westhead Road Croston , Erection of double lane cricket practice area with nets.

There were no objections to items a, b, and d to g above. In the case of item c, it was agreed the Clerk would write to Lancashire County Council Highways to request a site visit with the parish council (and interested parties) to discuss the junction of Carr Lane and Turflands – item 4 also refers.

1. **Financial Matters:**
	* + - 1. The finance statement was presented and **it was resolved** that the finance statement be approved.
				2. **It was resolved** that the following payments be approved.

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| **Amt**  | **Payee** | **Description** |
| £1,271.84 | Staff Costs | Salaries, reimbursements and deductions |
| £1,863.21 | Gallagher | Annual Parish Council Insurance |
| £27.60 | Easy Web Sites | Monthly web site fee |
| £132.00 | Lee Distribution | Leaflet Print |
| £35.00 | Information Commissioner's Office | Data Protection Registration |
| £252.00 | PKF Littlejohn  | External Audit Fee |
| £459.00 | Countrywide Grounds Maintenance | Grass Cutting |
| £62.40 | PFA Consulting | Evidence Provision - prison enquiry |
| £184.08 | Chorley Council | Election Fee |

1. **Banking Arrangements: It was resolved** that in addition to the Clerk, Cllrs Strachan, Sloan and Turner would be authorised signatories on the new bank account (Unity Trust). The Clerk explained that all transactions would require the approval of a second person from the list of authorised signatories.
2. **Standing Orders and Financial Regulations:** The new Clerk highlighted the importance of standing orders and financial regulations.
3. **Councillors Code of Conduct**: The new Clerk stressed the need for respectful behaviour at parish meetings.
4. **Vice Chair:** The Chair reported that the Vice Chair is unable to attend meetings at present but remains in post.
5. **Neighbourhood Plan:** Cllr Fenemore reported the Neighbourhood Plan is progressing, themes and aims have been established, but consultation would be needed with the local community, Chorley Borough Council and other neighbouring parishes. A future step is to get a specialist advisor to advise on the plan. It is understood grants may be available for this, or a specialist at Chorley Council may be able to advise.
6. **Sewage Discharges from Access Covers in Grape Lane:** Cllr Fenemore reported that evidence would be needed to verify that the work undertaken and currently being undertaken, would alleviate these problems.
7. **Remembrance Sunday:** Planning for Remembrance Sunday is going well.
8. **Chorley Council Garages:** It was agreedthat the Clerk would write to Chorley Council regarding the poor condition and unsightly state of the eight garages to the side of 54 Peartree Road Croston.
9. **Digital Communication with our Community:** A brief report was presented by Cllr Titherington-Teale regarding a webinar on this subject. It was highlighted how this could tie in with the Neighbourhood Plan and consulting on the plan with the community. It was agreed that the current newsletter would be continued with, but that enquiries could be made to see if any grant monies may be available for a mail shot to consult with the community.
10. **New Website**: The Chair encouraged contributions from Councillors for items to be included on the website.
11. **Newsletter**: The Chair requested Councillors to submit any suitable articles for inclusion in the parish council newsletter.
12. **Primary School Planning:** The Chair confirmed that she had spoken to the school about the planning application submitted by the school. Planning reference 23/00721/FUL Provision of a modular building to serve as a nursery at Trinity and St Michael’s C of E and Methodist Primary School refers. The school had alleviated any concerns about air pollution which had been raised at a previous council meeting. **It was resolved** that the parish council would issue a letter in support of the planning application.
13. **Parking Croston Pharmacy:** It was agreed that the Clerk would write to Chorley Council to explore the possibility of providing some car parking spaces in the areas currently taken by the verge beside the pharmacy.
14. **Correspondence and Reports from Outside Bodies:** an anonymous letter has been received about illegal tipping. This has been passed onto Chorley Council.
15. **Date of Next Meeting:** Wed 8th November 2023, 7.30pm, Croston Old School