**RIBCHESTER PARISH COUNCIL**

Minutes of the Parish Council Meeting on Monday 20 May 2024

**PRESENT**:

**Parish Councillors**: Caunce, Cromie, Dickinson, Finch, Mason, Yates

**Residents**: Five

**Representatives from the B4RN project** – Darrin Robinson & Alex Cartwright

**Apologies:** Cllr Barnsley, Cllr Ellis, Andy McLaughlin

**1 ELECTION OF CHAIRMAN:**

Cllr Yates was proposed by Cllr Dickinson and Seconded by Cllr Cromie and was duly appointed.

**2 ELECTION OF VICE-CHAIR:**

Cllr Mason was proposed by Cllr Yates and seconded by Councillor Caunce and was duly appointed. He was also appointed to continue to represent the Parish Council at RVBC’s Parish Council Liaison Committee meetings.

**3 ELECTION OF KNOWLE GREEN COMMITTEE** **REPRESENTATIVE:**

Cllr Finch was proposed by Cllr Mason and Seconded by Cllr Cromie and duly appointed.

**4 DECLARATIONS OF INTEREST**: None.

**5 PUBLIC PARTICIPATION**:

***5.1 Anti-Social Behaviour Incidents***

The recent incidents of anti-social behaviour by young people during the weekend were raised. It was noted that Cllr Barnsley has expressed a wish to develop an action plan to deal with this matter. Advice was offered from the floor of the meeting about the use of ‘Appropriate Behaviour Contracts’ and the availability of ‘Incident Templates’ to be used in such circumstances.

There was a proposal that there should be a public meeting at the village hall to address the current concerns to which the local Police Community Support Officers should be invited. However, it was identified that there was some urgency in making arrangements to deflect similar incidents taking place over the coming Bank Holiday weekend.

The Chairman identified that a priority list of actions needed to be drawn up and that some expert assistance is needed to guide us.

**ACTIONS:**

A1 – **Police to be contacted prior to weekend** to alert to possible repeat of problems. (Vice-Chairman to action)

A2 – **To request Police attendance in/around the allotments** in the afternoons (around 2.00pm was suggested)

A3 – **Chairman to arrange the public meeting** for a date as soon as practicable.

5.2 ***Presentation of Documentation in respect of Public Rights of Way* (**PROWs) to the Councillors by Mr Beary for consideration and action. This was gratefully received by the Councillors.

**ACTIONS:**

A4 **Council to formally thank Mr Beary for his proposal** and for providing comprehensive information.

A5 **Council to adopt the proposal** to take over the maintenance and upkeep of the PROWs and to formally request Mr Beary to manage the project on the Council’s behalf. To request an update on progress to the June Parish Council meeting.

**5.*3 Council Insurance Policy***. The issue was raised about the appropriateness of the current insurance cover for the Parish Council, with particular reference to any cover provided for voluntary work undertaken for the Council by residents. The Council is shortly due to renew (by 1 June) and this factor will be added to the enquiry for a renewal price.

**ACTION**:

**A6 – Clerk to investigate current and alternative Insurance Company quotes for renewal**

**6 CONFIRMATION OF MINUTES**: The Minutes of the meeting of 15 April 2024 were confirmed and duly signed.

**7 MATTERS ARISING:**

**MIN 86:** It was noted that at the Election in May, Fiona Finch had been elected as Councillor.

**MIN88:** The previous proposal to register Greenside as a Village Green is still a live matter, but work has not yet been undertaken to progress this.

**ACTIONS**

**A7 – To arrange a meeting of a sub-group to undertake the research needed and to make recommendations for this change to be carried out.**

**(Post-Minute note**: Information has been obtained in respect of the Open Spaces Society, consideration of this should obviate the need for protracted research intothis proposed project)

**8 PLANNING APPLICATIONS: Updates**

*3/2023/1036 Scott House.* Application for Stable Block. Still no decision reached.

*3/2023/1036 Thorncroft, Greenmoor Lane*. Application to remove agricultural occupancy conditions. **REFUSED.**

*3/2024/0059/ 2 Hospital Cottages. Ribchester Road*. Application for single-storey extension to rear. APPROVED WITH CONDITIONS

*3/2024/0006 Beck House*. Still no decision reached

*3/2024/0798* *Pinfold Farm*. AGREED WITH CONDITIONS

*3/2024/0974 Knowle Hey*. No decision reached.

*3/2024/0195 Ward Green Lane*. APPROVED WITH CONDITIONS

The Council was advised that in future Planning Applications would be published in the Parish Council notice board. It had been reported at the Annual Meeting that the Council website has a direct link to RVBC Planning Applications but it was acknowledged that not everyone had access to this, hence the provision of a regular notice in the Board.

**9 FINANCIAL MATTERS:**

**9.1** The end of year Accounts for 2023-2024, as prepared by the Auditor, were presented to the Council for consideration. Councillors recorded their appreciation for the clarity of the presentation.

**9.2** The new financial year Cash Book summary was presented for consideration.

**9.3** It was reported that there was currently a problem with making precise calculations of the payments for approval following the receipt of information (and a telephone update) from HMRC. The HMRC officer confirmed that an error had been made by them and that several payments made in recent months by the PC had not been properly allocated to our account, but had been traced to a ‘holding account’ and, as such, not credited to the PC. No further calculations could be made via the on-line system as the account is currently ‘blocked’.

Whilst awaiting the resolution of this problem and the re-setting of the PC account, a basic figure for the Clerk’s Salary for the month had been entered into the Approval document *pro tem*. Councillors kindly approved this on that basis.

9.4 The B4RN Project Financial Arrangements were outlined to the meeting. Given that B4RN as a project is not constituted as an organisation with access to a bank account, able to process funding payments, the Parish Council will assist by managing the payments through its own accounts and banking arrangements.

**9.5** It was **RESOLVED** to make the following payments:

SS Peter & Pauls Parish Centre Room Hire £30

D S Groves – Clerk’s Salary Mid-April to mid-May (part-payment) £400

PAYE payment to be held over, pending correction by HMRC

**10 VILLAGE MATTERS**

**10.1 Millennium Garden Benches.** Cllr Finch reported that the new benches were expected to be delivered by early-mid June (and at the latest before Field Day). The fixing is still to be organised and once delivered to the village volunteers may be needed to relocate the benches to the Millennium Garden. (Suppliers will NOT deliver to a public space, but have to have a residential address for delivery).

**10.**1 **Other Benches in the Village**. This is a continuing issue on the list of ‘projects’ for the Council. Residents have expressed desires to be able to ‘sponsor’ memorial benches in the village. One of the issues is to with available space for additional benches to be added to the large number in the vicinity of the riverbank. Research into other local policies has revealed that there is commonly a standard period for giving such donations ‘leave to remain’ for 10 years. In respect of those already on the riverbank there is currently no knowledge of what agreements were in place at the time of installation.

**10.2 Environmental Projects.** There is increasing interest in ‘green projects’ for the village, and contributing to this was Sarah Robinson’s very well-received presentation to the Annual Parish Meeting which was about varieties of planting (wild flowers, grasses, etc). Interest was expressed in the ‘In Bloom’ project and information was received about ‘The Big Help Out’ on 7th June in which the school is planning to participate. The School is anxious to welcome a group of enthusiastic villagers to help the children with their project for Herb and Sensory Planting.

It was **proposed** that the Garden and Allotment Society be advised of the project and to be invited to participate. Also that these projects could be publicised in the Field Day Tent to share the information.

**ACTION:**

**A8 – Cllr Mason to make contact with Cllr Ellis (Marquee responsibility) to confirm**

It was further noted, that the current Giant Hogweed problem would be resolved by (properly equipped) volunteers this week.

**10.3 – Traffic Speeding/Calming Measures.** Cllr Mason reported on this on-going project for traffic calming measures. He has an assurance that Ribchester’s request will be considered.

**10.4 – The Public Right of Way notification in respect of ‘the Weind’.** Cllr Yates will contact County Councillor Swarbrick following receipt of the notification and the comment made by Cllr Swarbrick. An invitation will be issued to the County Councillor to come to Ribchester and view the area of the Weind.

There being no other business, the meeting finished at 9.10pm

Signed………………………………………………………………………

Date……………………………………………………………………