

## SIMONSTONE PARISH COUNCIL

9<sup>th</sup> January 2024

A meeting of the Parish Council was held at **St Peters School Church Hall, School Lane, Simonstone on Thursday 4 January 2024 at 7.00p.m.**

**Present:** Chairman: Councillor Peat  
Councillors: Duckworth, Finn, Hampson, McKelvey, Norse, Pollard & Vaughton

**In attendance:** Karen Farnhill (clerk)  
4 members of the public attended the meeting, Rebecca Travis, Dr John Barker , Alissa Hargreaves and Mrs H Thornton

1. **Apologies for absence – Borough Councillor Peplow retrospectively**
2. **Declarations of Councillors' Interest and dispensations**
  - 2.1 **To receive declarations of interest from Councillors *on items on the agenda.***

Cllr Pollard confirmed an interest in the subject of Martholme Greenway and the Bowling Club with no pecuniary interest.
  - 2.2 **To receive requests for dispensations for disclosable pecuniary interests (if any) – *none.***
  - 2.3 **To grant any requests for dispensation as appropriate – none**
3. **To approve the minutes of the previous Parish Council meeting held on 2<sup>nd</sup> November 2023 – *approved.***
4. **Matters arising from the above minutes not on the agenda –**
  - a) *On page 1 of the minutes point 3b should read Cllr Finn and on page 2 there was a mis-spelling of Councillor Norse's first name it should read Greera.*
  - b) *From page 3 the Working Group should consist of 2 councillors from each parish*
  - c) *Cllr Norse asked that the agenda should be sent out again for reference purposes when the final minutes are produced.*
  - d) *Cllr Pollard expressed his concern at not being able to take part in the consultation plan with reference to the Greenway Group.*
  - e) *A discussion was held following the distribution of a survey by the Bypass Working Group. Cllr Hampson said that she had nothing to hide and that the Bypass Working Group had been established to seek information only. Cllr Duckworth believed the Group had proceeded in good faith.*
  - f) *Cllr Peat confirmed that he was unsure how to proceed as the Group had proceeded without the authority of the Parish Council and he would seek clarification from the M Hill at the Legal Office.*
  - 4.1 *Cllr Peat asked for clarification with regard to the Email Decision Making document he had circulated. He had only received 2 replies. The Councillors agreed to proceed with his proposal.*
  - 4.2 *The Christmas Tree Light switch on went well and Cllr Norse confirmed the school was very happy with the event and the gifts for the children. She suggested that*

possibly more light would be needed next year. The reimbursement of Cllr Norse's expenses was agreed and she had paid £138.26.

4.3 Cllr McKelvey reported on progress with the Noticeboards. He confirmed that the cost would be slightly higher due to upgrading the locks and different Artwork. The total spend being £1060.66 (vat £176.78). Cllr Duckworth agreed to contact the Lengthsman to take down the old boards and put up the new ones. Cllr McKelvey agreed to speak to Landlady at The Stork to confirm it was in order to proceed with the work.

4.4 The Seniors Christmas Party went ahead successfully with 33 Simonstone and 52 Read residents attending. Cllr Finn said that some people were less happy with the quizzes and suggested that these should be omitted next year. The total cost for the party was £341.00.

4.5 Cllr Duckworth reported on the Bypass Working Group confirming that 133 of the residents (87%) completing the Survey issued were in favour of a Bypass or some means of traffic reduction.

Cllr Finn was concerned as he reported that he had never seen the survey and Cllr McKelvey said the survey had been issued without agreement from Simonstone Parish Council and it contained contact details which implied it was a Simonstone Parish Council document.

Cllr Hampson confirmed that the contacts used on the form had agreed to share their details and that some of them were Councillors.

Cllr Finn said that the Survey should have been raised at the SPC meeting and signed off.

Cllr Peat confirmed that the Parish Council had agreed that the Parish Plan should be used to establish the views of the residents and then Working Groups formed as necessary which report back to the Parish Council for authorisation.

Cllr Duckworth pointed out that he was concerned that any funding from HS2 maybe lost if progress wasn't made quickly and asked how he Group should now proceed.

Cllr Peat confirmed that the revised Parish Plan should be circulated with the Questionnaire to all the Councillors and that the correct procedures must be followed.

Cllr Gorse added that Working Groups need to have approval first and have no power to take action.

4.6 Cllr Peat confirmed the new pay award for the Parish Clerk.

4.7 Cllr Pollard reminded the Parish Clerk that Fort Vale should be contacted with regard to a memorial bench

4.8 Cllr Pollard expressed his concern about the gutters being blocked and Cllr Hampson suggested using the Lovecleanstreets website.

4.9 Cllr Peat expressed his concern about the amount of business on the agenda and suggested that a December meeting was introduced. This was agreed.

## **5. Public Participation**

5.1 Ms R Travis from Simonstone Lane attended the meeting.

She reported that the Bypass Survey which had been issued was too simplistic and much more information was required. She was also expressed her concern about what the survey meant. Cllr Peat confirmed that a long period of public consultation would be required.

5.2 . Dr Barker also expressed his concern about the survey which had been issued and said that residents were unclear and confused. It appeared that the survey had been issued by the Parish Council, which was not the case. Previous work regarding a bypass had suggested the railway track as a proposed route and residents were already

*concerned about where a road may go.*

## **6. Borough Councillor's Report –**

Borough Councillor Peplow was not in attendance

## **7. Clerk's Report**

The Clerk reported the following :

Commercial burglary at the Petrol Station with criminal damage to a vehicle.

Assaults x2 – known offenders

Road related offences – Youth on Trail bike – 3 potential drink drivers – 1 stopped but negative.

## **8. Facebook & Website Report**

Nothing to report

## **9. Decision Items**

### **a) New Parish Clerk**

Mrs Thornton recruited and commenced on 1<sup>st</sup> January 2024. Full handover on 31<sup>st</sup> January. Next meeting agenda items to be forwarded by 24<sup>th</sup> January. Note – Mrs Thornton subsequently withdrew on the 5<sup>th</sup> January 2024.

### **b) CPRE**

Cllr Hampson suggested that this item should be moved to the February meeting

### **c) Little Green Bus and CAB**

Cllr Peat reported that there will be a request for a grant for the Little Green Bus and that the Clitheroe CAB had been wound up and merged with Hyndburn. As such the cheque issued would not be used. He suggested that SPC should support the newly formed CAB as local residents use the service.

### **d) Clarification of Parish Addresses –** Cllr Hampson stated that the addresses held are incorrect and that Google Maps maybe helpful in clarifying this. Cllr Peat said that Marshall Scott should be contacted at RVBC as he already held the details of the properties in the parish.

### **e) Bus Shelter and Waste Bins –** Cllr Duckworth confirmed that he had asked RVBC to remove the steel post at the Bus Stop at the bottom of Scott Ave. He also asked the clerk to request 2 new waste bins.

### **f) Precept –** Cllr Peat explained why he had submitted the budget Precept in such a hurry at the end of December 2023. He confirmed that there were more than adequate reserves. It was suggested by Cllr Duckworth that there should be a policy agreed on how to deal with any reserves. This action was confirmed.

### **g) Printer –** A request was made by the Clerk to obtain a printer for parish use. A discussion was held about costs and print options. A budget of £200 was agreed.

### **h) Backing up Data –** Cllr Finn expressed his concern that the Parish's data was not backed up on a regular basis. He was asked to bring forward a proposal for storage of information and check what is provided by the current IT Company.

### **i) Plastic Free Project –** Cllr Peat had received a request from Gayle Wray to clarify the resolutions made by the Parish Council with regard to being

Plastic Free. The following resolutions were read out and agreed by the Councillor:

1. **The council agrees to put a member - Clifton Pollard on the Steering Group for Plastic Free Red and Simonstone.** ( It was agreed at the meetings at both councils but not as a motion.)
  
2. **The council agree to support all initiatives in the area.** (Clifton attended the Litter and Lunch event and gave apologies for the Mass Unwrap event at Tesco).. Councillors have been present in the Village Hall when REG had 2 Plastic Free Displays
  
3. **The council pledge to act by example and remove Single Use plastic items from premises and operations.** ( I have explained to the charity about parish councils not being able to enact these types o changes. However Simonstone PC meetings are held in the Old School hall which could legitimately be used as evidence:  
 Ban on single use plastics in events – i.e. cutlery and plastic glasses  
 Re-filling of soap dispensers  
 Cleaning fluid bottles are refilled rather than replaced every time.
  
- j) **New Signatories** – Cllr Peat requested that Mrs H Thornton and Mr Alan Duckworth be made signatories of the Parish Council Accounts. This was passed. Note – now only Cllr Duckworth to be added as a signatory following Mrs Thornton’s withdrawal from the post.

**11. Planning Applications/Decisions/Enforcements** – There was one planning application received since the time of the last minutes;

**Application SI3/2023/1006 – Roslyn, Whalley Road , Simonstone**  
 Single Story Extension to existing outbuilding  
 No Objections

**12. Finance & Accounts:**  
**a) Payments out**

Date	Chq no.	Description	Net	VAT	Total
1/1/2024	101555	April Collinson back pay	£107.47	£0.00	£107.47
1/1/2024	101556	A Collinson tax HMRC	£26.80	£0.00	£26.80
1/1/2024	101532	HMRC Tax August 20223	£26.00	£0.00	£26.00
1/1/2024	101557	K Farnhill wage	£306.74		£306.74
1/1/2024	101558	Use IT computers	£97.40		£97.40
<b>I n t e r i m P a y m e n t s M a d e</b>					
28/11/2023	101552	Higher Trapp	£275.00		£275.00

29/11/2023	101554	Higher Trapp additional	£30.00		£30.00
29/11/2023	101553	G Norse Xmas Gifts	£138.26		£138.26

**b) Unpresented cheques**

Cheque no.	Description	Net	VAT	Total

**c) Income**

Date	Description	Total

**d) Payments to be made**

Description	Net	VAT	Total
Noticeboard		£176.78	£1060.66
D M Payroll Services 2 invoices Apr – Sep23 And Oct 23 – Mar 24		£120.00	£120.00

**e) Bank reconciliation**

<b>Opening Balances 31.12.2023</b>			
Community Account			
Business Saver Account			
Add: Receipts			
Less: Payments			
Less: Unpresented cheques			
Balance			

**f) Budget/Spend analysis**

The Bank statements have not been received by the Parish Clerk so the above information is currently unavailable.

**14. Items for the next agenda**

- CPRE – Role and responsibilities
- Parish Plan.

**The meeting ended at 8.45 pm**

**The next meeting will take place on Thursday 1 February at 7.00pm at St Peters Church Hall, School Lane, Simonstone BB12 7HR**