

## Minutes of the meeting of Aighton, Bailey and Chaigley Parish Council Monday 16<sup>th</sup> January 2023

### Held in the Memorial Hall.

Present: Simon Bailey, Christopher Berry, Christine Holden, Margaret Carrington, Des Harwood, Roger Wilkinson, David Bland, Isaac Nutter.

Clerk: Nancy Bailey.

Also present Councillor Jan Alcock, County Councillor Alan Schofield, Members of the Memorial Hall Committee, Julie Chang.

1. **Apologies**-None, though PC John Feeney informed the Clerk he was unable to attend.
2. **Minutes of the last meeting – November 2022** Were accepted as a true record. Proposed by Simon Bailey, seconded by Christopher Berry and signed by the Chair as a true record.
3. **Matters arising from the minutes** – Item 11-HMRC – The council had been informed that the fine had been deleted from the records.
4. **Welcoming of the New Councillor**- Isaac Nutter was welcomed to the Parish Council following his co-option.
5. **Memorial Hall**- Members of the Memorial Hall Committee were invited to the meeting to discuss quotes for new windows through out the building. Quotes were received from Coupes, Leafield and Monks. It was decided that the new windows should be UPVC. The question was also raised as to whether any planning permission is required to make this change as the hall is in the ANBO and a conservation area. It was felt that as long as the replacement is like-for-like none is needed however it was stated that we need to have this established in writing. **(Niall Macfarlane)**. The fact that there is a big difference in price between one quote and the rest was noted. There was also a discussion as to whether all windows should be replaced and it was felt that this should be the case. One supplier had also picked up on the fact that some repairs to the stonework are needed, it was agreed that this could be carried out after the installation of the new windows. The difficulty in choosing was exacerbated by the fact that few details were given as to the type of windows quoted for and therefore it was impossible to know if direct comparisons could be made. Compounding the difficulty in making a decision is the fact that the defra grant application needs to be submitted by 20<sup>th</sup> January. Margaret Carrington was asked to go back to the suppliers and ask for a more detailed description including width of gap, whether argon filled, guarantee, and whether the old windows would be removed, this information would then be circulated around the councillors and members of the Memorial Hall committee, with feedback to Margaret by tomorrow evening. **(Margaret Carrington)** .
6. **Issues raised by Public**- No public in attendance.
7. **Correspondence**- Report for LCC asking for the opinion of the Parish Council on their proposed budget for 2023/24. There was no feedback to report.
8. **Finance**- a) The Clerk presented the accounts- showing a balance of £7832.30 and a projected balance of £5213.08. b) Cheques were signed £70, Christmas Tree; £15.99 Christmas lights; £300 Clerks salary c) David Bland gave feedback about HMRC, tax and pensions. In the past we have always been instructed to deduct tax at basic rate from the clerk's salary, and this was done for

November's quarterly salary. However, subsequent to the PAYE entry for that month, HMRC had put up a tax code notice, T120, meaning that tax does not have to be paid up to our clerk's current salary. So, February's quarterly salary will be paid in full. The situation is likely to change again given a new tax year, a likely change in clerk's salary and the appointment of a new clerk. d) The Pensions Regulator requires a redeclaration in two parts every three years of employees, whether eligible for a pension or not. Having checked the criteria, it remains the case that we do not have to set up a pension scheme, but we will still need to complete these redeclarations. **(David Bland)** e) PAYE- a return now has to be sent in every month even if it is a nil return. f) Clerk's salary 2023-24 to be discussed at the next meeting.

9. **106 Monies-** The work on the playground is expected to commence in February.
10. **Plans:** no formal objections to any of the current plans were made. It was noted that the hearing with regard to the breaches of planning law at the Punch Bowl has been postponed.
11. **Platinum Jubilee-** The Jubilee Table has been engraved and is looking good, ready to be sited on the village green, next to the bench. Unfortunately, the wording is not as agreed by the Parish Council as it would not fit in the template. Once the table has been sited there will be a formal "opening" of the stone. Many thanks to Des Harwood for sorting this out.
12. **Remembrance Day** – It was decided that a steering group needs to be formed in good time for this year's Remembrance Day parade as it is a popular occasion attracting a large number of people and the safety of these people must be a priority. At present the Parish Council do not close the road but it may be essential to do this in the future. It was decided that there needs to be an early meeting of interested parties to look into options available. It was agreed the the Clerk in consultation with David Bland would invite the following people; Father Tim Curtis, Rev Brian McConkey, British Legion members (Chris Holden, John Collinge, Andrew Penny) Headteacher of Stonyhurst College, Headteacher of St. Joseph's. **(Action Clerk and David Bland)** .Also the cost and logistics of a road closure to be explored **(Action David Bland/ Clerk)**
13. **Replacement Clerk-** The present Clerk has expressed a desire to finish and villager Julie Chang has expressed an interest in taking on the task. It was agreed that an advertisement be placed on the website. **(Action Clerk)**
14. **Footpaths-** a) **Stonyhurst Golf Club-** No news from Stonyhurst, it was agreed to leave this matter for now. b) **Winckley Hall-** Clerk spoke to the owner of Winckley Hall who stated that he has no problem with villagers using the roadway passed the hall but does not want others to do so. It was decided that the Parish Council will pursue having the route recognised as a public footpath. A vote was taken and it was agreed by a majority that the Parish Council will pursue this matter. **(Action Simon Bailey and Clerk)** .
15. **Stonyhurst Bus Shelter-** Unfortunately there is some graffiti appeared at the rear of this building. The Clerk has reported this to Ribble Valley and action should be taken to remove it. Also two of the stoneflag rooftiles are missing, this item will need to be included in next year's budget. ( **Liaise with Ribble Valley -Clerk)**
16. **Water Supply-** No news has been received. Clerk has emailed Nigel Evans' office twice but has not received any update. **(Clerk to pursue)**
17. **Playground-** Has been inspected by Chris as he does each month.
18. **Any other business-** a) the wall round the Community Garden (Bee and Butterfly Garden) needs repair. The Parish Council believes that this is owned by Onward Housing. The Parish Council took over the maintenance of the garden around 8 years ago and at that time it is believed an agreement was made. **Clerk to look through records to see if this document can be found. If**

**appropriate Clerk will then contact Onward Housing about a repair. b)**County Councillor Alan Schofield raised the matter of a realm document stating some of the responsibilities of LCC and Ribble Valley especially with regard to grass cutting along the highway, leaf cleaning and weed killing. He invited feedback on the work of the highways department. **c)** County Councillor Alan Schofield made the meeting aware of a grant scheme – Local Members Grant Scheme which gives grants between £100- £2000. Money is still available. **(Clerk to contact local groups to inform them of this money) .**

**19. Date of Next Meeting- Monday 20<sup>th</sup> February 2023**

4	Complete paperwork for new councillor	Isaac/ Clerk
12	Set up meeting for discussion of remembrance day	David/ Clerk
12	Check for any documents re-cost and procedure for road closures	Clerk
13	Place notice re- replacement Clerk on HG website	Clerk
14	Pursue designation of track passed Winckley Hall as public right of way	Simon / Clerk
15	Stonyhurst Bus Shelter- graffiti . Check if this has been removed by Ribble Valley	Clerk
16	Follow up any action taken by Nigel Evans	Clerk
18	Wall around the Community Garden- documents as to ownership. If appropriate contact Onward housing	Clerk