

Forton Parish Council

Minutes of the Forton Parish Council Meeting held

at Methodist Church Hall, Hollins Lane on Monday 13th May 2024 at 7pm

<p>Present: Cllrs Janet Huddart, Peter Young, Lesley Dodgson, Sue Tresilian, Neil Wigglesworth, Andrew Redmayne.</p>	Note
<p>In attendance: Mrs H Alcock - Clerk & Responsible Finance Officer.</p>	Note
<p>1850. Apologies for Absence: Cllrs Wesley Wilson, June Farebrother, Borough Cllr C Walker, County Cllr Matthew Salter.</p>	Note
<p>1851. Notification of Interests There were no declarations of interest nor any request for a dispensation for any item on the agenda.</p>	Note
<p>1852. Minutes of the last Meeting The minutes of the Parish Council Meeting held on 8th April 2024 were confirmed and signed as a true record.</p>	Note
<p>1853. Minutes follow Up Cllr Redmayne advised he hadn't had the opportunity to visit the residents at The Hollies regarding the siting of static caravan.</p> <p>The Clerk advised no response had been provided from Moto Services with regards the litter complaint letter sent to the Site Manager at the Services and the Customer Services Team at Moto's Head Office on 11th April 2024. Cllr Huddart agreed to check with the local litter pickers if they had an email address for the Site Manager.</p>	<p>Cllr Redmayne</p> <p>Cllr Huddart</p>
<p>1854. Annual Parish Council Meeting Councillors gave a brief individual summary of their involvement with the community this year as follows:-</p> <p><u>Cllr Wigglesworth</u> Flowers at road name plates, Litter picking, Footpath & stile maintenance. Discussing and reporting of issues with Forton residents. Litter bins at Pavilion. Attendance at Village Hall Committee meetings.</p> <p><u>Cllr Redmayne</u> Involvement with developers in School Lane regarding pavements, bus stops, contractors, public footpath maintenance and discussing and reporting of issues with Forton residents.</p> <p><u>Cllr Dodgson</u> Involvement with trees, hedgerows and planning applications, Himalayan balsam on Hollins Lane side of village, potholes and footpath maintenance.</p>	

Cllr Young

Providing commentary and updates on all planning applications, 27 applications received in last 12 months and 9 objections made. Member of Community Hall Project.

Cllr Tresilian

Supporting Cllr Young and Village Hall Committee on new Community Hall project. Discussing any Hollins Lane issues and making myself known with local residents.

Cllr Huddart

April 2023

Waiting for estimates from Stuart Williams (he did Methodist Chapel board) for a new board in Hollins Lane near flower tubs- LD checked out suitable site with me.

Arrangements made for grounds survey at Community Hall; also, Architect quotes had been received.

Councillor McLoughlin to stand down but would continue to keep an eye on SID data.

May 2023

Paul Duckett gave a presentation on the plans for the new Community Hall A resident from Laurus Homes told us about the sewage spill into their gardens (blocked drains)

More flooding in Hollins Lane.

Councillor Whittingham decided to resign- he was thanked for his involvement in parish work.

June 2023

Charlotte Walker was welcomed to her first meeting as the new Wyre councillor.

A quote for £1,380 was received for the notice board from Stuart Williams.

Mould in a property in the Laurus estate. Village tubs had been filled by the flower group.

July 2023

Peter Young chaired the meeting.

David Ryall gave a presentation on the possibility of B4RN communication coming to the village.

Councillor Walker had toured the village to familiarise herself with our problems.

Paul Slater and Wes Wilson were nominated and elected as the new councillors.

September 2023

Ian Simpson gave more info on the B4RN project and sought council support - info to go on website.

Councillor Dodgson investigated concerns about Himalayan Balsam in the area.

Litter picking sticks to be purchased for our volunteers.

October 2023

Concerns expressed by a resident that workmen not adhering to site management rules, Councillors Walker and Salter to be informed and to contact Wyre.

State of Tansy Lane causing concern.

Mr & Mrs Ovenden doing sterling work on litter picking, with useful reports sent in.

November 2023

<p>More details on the new village hall and options for the conversion of the old hall. Terry and Ian Bold offered to donate a Christmas tree for the village and also one for Hollins Lane. Switch -on 1st December. Laurus Home failed to fulfil their obligation to refurbish the “New Holly “bus stop. Decided not to pursue, but we would seek some chairs locally. Agreement signed for future use of Chapel for meetings.</p> <p>December 2023 Peter Bond talked us through the options for maintaining/ renewing the village defibrillators. Parish Council to take on future maintenance. Councillor Slater resigned; Andrew Redmayne co-opted.</p> <p>January 2024 Josh Whittingham to be reminded re fencing pond as PC no longer responsible for safety. More concerns about potholes on Tansy Lane. Paul Rigby as “Parish Champion “gave a presentation of grants available. Large furniture dumped on Moto / Travel Lodge car park Volunteers required to update footpath project. Bus stops out of use with no warning and no one responsible. Intervention by Cat Smith sadly ineffective.</p> <p>February2024 Meeting took place with Highways re state of Tansy Lane. Chairman to see Josh Whittingham re pond fencing.</p> <p>March2024 Plastic chairs (from a resident’s skip in Lunesdale - with permission!) installed at bus stop Pond fenced, new hedging planted and info sign now facing road. Still to see is any part of seat can be rescued. Bus stops still out of action and traffic lights causing chaos!</p> <p>Cllrs J Farebrother and W Wilson to provide their summaries at next month’s meeting.</p>	<p>Cllr Farebrother Cllr Wilson</p>
<p>1855. Public Participation One member of the public present.</p> <p>Borough Cllr C Walker was not in attendance, but provided the following written update:-</p> <p>Lancashire Police & Crime Commissioner voting closed with Clive Grunshaw of the Labour and Cooperative Parties winning. I have been in contact with a couple of local residents regarding planning applications near to their properties. Wyre Councils Annual meeting will see a new mayor being sworn in, Cllr Jane Preston. If anyone wants to get in contact, I am available via email or mobile phone call. The Clerk was asked to make contact with County Councillor Salter regarding future attendance or provide a written update for next month’s meeting and to request an update on what can be done about providing a bollard at the pathway leading away from play area onto Hollins Lane.</p>	<p>Note</p> <p>Clerk</p>

<p>Sergeant Elliot Jones has been successfully appointed as the new Garstang / Poulton and Over Wyre Neighbourhood Sergeant, once he is settled into his new role, we look forward to meeting him in the near future. Cllr Huddart to pass on contact details to Field Day organisers.</p> <p>The Clerk was asked to contact Wyre to arrange for the litter bin at end of School Lane to be secured in place next to bus stop.</p> <p>A member of the Village Hall Committee reported a weeding day was held last week at the Village Hall which five residents had volunteered to help tidy the area. The next AGM for Pavilion Field and Village Hall is scheduled to take place on 20th May in the Pavilion.</p>	<p>Cllr Huddart</p> <p>Clerk</p> <p>Note</p>
<p>1856. Planning No planning applications for resolution this month.</p>	<p>Note</p>
<p>1857. Community Hall update Cllr Young provided the following update:</p> <p>Order placed with Catchment Designs for a water infiltration survey of the site of the new Community Hall, Parish Council agreed to pay £1,590 plus Vat. Vectos have issued an invoice for £420 for History and Transport Planning for the new Community Hall, Parish Council agreed to pay. Parish Council authorised an order with Arrow Energy for a renewable energy system at a cost of £2,400 plus Vat.</p> <p>A member of the Village Hall Committee confirmed the following:-</p> <p>2nd May 2024 bat report done. Traffic survey completed and awaiting on feedback. 2nd stage camera survey completed. Energy and Sustainability survey instructed taking us to the end of Riba stage 3. Funding opportunities worth up to £50k currently being looked at through 'The Community Ownership Fund'. It was agreed that an expression of interest would be lodged for revenue funding, with Cllrs Tresilian and Wigglesworth support. The Clerk was asked to review suite of documents, such as standing order, mission statement to use within application.</p>	<p>Note</p> <p>Note</p> <p>Clerk</p>
<p>1858. Payment of future invoices relating to Village Hall – Cllr Young Cllr Young provided the following statement:</p> <p>It is one year since the architect Paul Duckett from Mason Gillibrand came to our meeting when it was agreed that the contract should be placed with Mason Gillibrand for £84,419 plus VAT. This covers architect and consultant fees for the new community hall and does not include work on the old village hall.</p> <p>It would be paid for with £40k plus but from the village hall committee and £44,419 plus VAT by the parish council (who can reclaim VAT).</p>	

The village hall committee has a separate agreement with Mason Gillibrand for work on the old village hall Forton Parish Council is not a party to this.

NB. it is likely that these fees will go up. The fees for the new community hall are a percentage of the estimated build cost which Mason Gillibrand gave as £856k at the outset. However, Paul Duckett has reminded us that fees will go up if the bill cost goes up – so how much might this be?

- On 3rd of April 2023 Paul Duckett said but if the figure is over £1m, then fees will be reduced from 6% to 4% on the excess. The fee would remain at 6% or a figure between £865k and £1m.
- At a meeting with Wyre Planners on the 27th of July 2023 they gave a build cost estimate of £1.459m from their consultant Kepple Massey.
- This would mean that fees would increase by £8.1k (i.e. 6% of the difference between £865k and £1m) and £18k (4% of the difference from £1m to £1.459m). So, a total increase of fees of £26,1k for the architect; consultant fees might go up as well. How do councillors feel about this?

Forton Parish Council has sufficient funds from the precept for work on the new community hall based on the £865k build estimate from precepts up to 23/24 and we have added another £10k recently.

The village hall committee has set aside £40k to meet their share of the new community hall costs. The village hall committee audited accounts for 22/23 showed a balance of £70,980; the 23/24 audit is likely to show a balance of from £50k to £55k, this reduction is mainly due to ongoing village hall costs.

So has the actual spend on the new community pool come close to a 50/50 split?

Alice Jesmont has sent a detailed spreadsheet covering all invoices so far for both the new Community Hall and the old village hall which is much appreciated. I agree with the figures on it. We can see that:-

- Forton parish council has paid or committed a total of 15 invoices for the new community hall which total £22,836 including VAT.
- Column four lists all invoices that the village hall committee have paid for and these total £14,521. Column five lists invoices that village hall committee has spent on the old village hall with a total of £12,472. Subtract this from column four shows that the village hall committee has spent £2,049 on the new community hall.

So, we are a long way from the 50/50 balance and so it is necessary that the flow of invoices for the new community hall is diverted to the village hall committee until a satisfactory balance is achieved.

<p>Following the above statement being read out, the following discussion was held:-</p> <ul style="list-style-type: none"> • Should the New Community Hall and Old Village Hall be treated as one project or kept separate? • What are the financial implications of amalgamation with the Parish Councils share of costs going up? • Will there be vat payable on build costs of new community hall? • Is there a business plan available for the new community hall? • Should the Old Village Hall be marketed and sold now if the running costs are so high? • Who will apply for the Deed of Covenant to claim the Developers Section Agreement funds? • It was agreed that £10k of future invoices will now be addressed to the Village Hall Committee for payment. <p>It was agreed that a resolution could not be met, and this discussion would have to be deferred until the next meeting, whilst Cllr Tresilian formulates a formal proposal on whether or not these projects are amalgamated.</p> <p>Clerk to add as an agenda item to next month's meeting.</p>	<p>Cllr Tresilian</p> <p>Clerk</p>
<p>1859. Progress on Persimmon Homes – Cllr Young Cllr Huddart reported the Sales Office was due to open imminently. The Clerk was asked to remove this standing item from future agendas.</p>	<p>Clerk</p>
<p>1860. Annual Governance and Accountability Return 2023 / 24 Completion Following completion of the end of year annual return for 23/24, the following documents were approved and signed:</p> <ul style="list-style-type: none"> • Section 1 – Annual Governance Statement • Section 2 – Accounting Statements • Certificate of Exemption <p>Documents will now be sent across to the External Auditors for review and sign off.</p>	<p>Note</p>
<p>1861. Finance The following payments for April were checked and agreed: -</p> <ul style="list-style-type: none"> • Easy Website - £30.36 • McAfee (anti-virus software) - £159.99 • LALC (annual membership) - £299.18 • Cllr Young expenses - £11.40 • Hollins Lane Methodist Church (meeting room hire) - £80.00 • Mason Gillibrand - £5013.54 • Catchment Designs (infiltration survey) - £1550.40 • St Mary & St James Church (wayleave) - £5 • Clerks wages - £414.70 • Clerks expenses - £26 <p>The following receipts have been received during the month of April:-</p> <ul style="list-style-type: none"> • Wyre Borough Council (precept) - £20,877.35 • HMRC vat reclaim 1.1.23 – 26.3.24 - £3,360.79. 	<p>Note</p>

<ul style="list-style-type: none"> Forton WI (defibrillator funds) - £45.19 <p>Approval was requested for the following items to be paid:-</p> <ul style="list-style-type: none"> Vectos (history & transport planning fees) - £420 Zurich Insurance - £496.85 Cllr Young expenses (ink & paper) £36.98 Clerks expenses (mileage) £10.80 	
<p>1862. Parish Reports / Issues from Councillors</p> <p><u>Parish Maintenance</u></p> <ul style="list-style-type: none"> Councillors agreed that an order for defibrillator pads at a cost of £89 should be made and paid partly with donated WI money. The turnip pulper has been collected from the site compound last week due to whilst its legs are repaired. Concern raised over padlock and chain on footpath, Cllr Redmayne agreed to speak to landowner. Cllr Tresilian to speak to dog walkers who are using field where sheep are grazing. New notice board posts are up on Hollins Lane and a repair to the hinges on the School Lane board has been made. A new post has been ordered for the Footpath sign at the pond and Cllr Redmayne to confirm if carved bench at pond is salvageable. New hedging planted at pond by landowners. A request was made for developers to provide permanent planters to A6 / School Lane Junction; however, the watering of plants is an ongoing problem due to their location. Footpath Survey Co-ordination 22 June – Cllr Wilson to invite Cllr Wigglesworth. Cllr Tresilian agreed to provide some text for Forton Facebook administrators on SPID camera volunteers and planters. <p><u>LALC</u></p> <p>Cllr Huddart attended the LALC meeting on 24th April when Kristian Marsh – Highways Route Manager and Sgt Elliot Jones gave talks. The next meeting is on 31st July, Cllr Young to attend.</p>	<p>Clerk</p> <p>Cllr Redmayne</p> <p>Cllr Redmayne</p> <p>Cllr Wilson Cllr Tresilian</p>
<p>1863. Clerks updates</p> <p>The Clerk provided the following updates:-</p> <ul style="list-style-type: none"> The 30 Mph sign on Wallace Lane has been reported to Wyre Council for a second time (ref 3973617) – still outstanding. School Lane streetlight next to pond lit during daytime (Ref 4038617) 	<p>Note</p>
<p>1864. Date & Time of Next Meeting</p> <p>The date of the next meeting is Monday 10th June 2024 at 7pm</p>	<p>Note</p>
<p>There being no other business the Chair closed the meeting at 9pm</p>	<p>Note</p>

Minutes prepared by: Hilary Alcock (Clerk)

Approved by: Janet Huddart (Chairman)

Date: