



Up Holland Parish Council

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Minutes of the meeting of Up Holland Parish Council held on **Tuesday 12th September 2023 at 7.30pm** in the Up Holland Methodist Church, Alma Hill, WN8 ONR.

Present: Cllr Jenny Whiting (Chairman), Cllr Christopher Mackrell (Vice-Chairman), Cllr John Gardner, Cllr Andrew Grant, Cllr Gill Sinnott, Cllr Alex Stoddart, Cllr Richard Taylor.

7.15pm to 7.30pm public participation: No members of the public present.

1. To record apologies for absence

Apologies were accepted from Cllr Linda Jones, Cllr Gaynar Owen, Cllr Barry Hale, Cllr Mike McGunigle.

2. To receive declarations of interest

None declared.

3. To ratify as a correct record the Minutes of the meeting held 11th July 2023

The Minutes were accepted as a correct record of the meeting and duly signed by the Chairman.

4. To record any police issues

The meeting noted, via social media, that a community speed watch operation had included Alma Hill with 29 warning letters issued to drivers who were driving over the speed limit.

5. Ward Reports: Update the meeting on issues Councillors are attending to

Cllr Gardner: Over the summer, after stormy August weather there were a number of flash floods, including on Hallbridge Gardens housing estate. Many could have been avoided if the grids and gullies were cleaned on a regular basis. However, it is understood that such schedules are no longer followed due to budgetary constraints so tend to be done on a reactionary-need basis. Parliament Street and School Lane were also severely affected for the same reason. Grit is churned up by heavy vehicles diverted from the motorway closures, the grit blocks the drainage system, increasing

severity of flooding. Lancashire County Council Highways are aware of the situation, as the parish council report it on a regular basis. Highways do survey the road periodically and say the surface is not due for any major work at the present time.

Cllr Sinnott: The road surface of the A577 through the centre of Up Holland village continues to be absolutely appalling. Can the Parish Council consider purchase of land for the community to create a non-denominational area for the spreading of ashes? The matter will be considered when there is more information available.

Cllr Stoddart: The overgrown hedges along Crawford Road have been highlighted as an issue for drivers. The matter has been reported by many using the Love Clean Streets App and the clerk has emailed LCC Highways District Lead Officer as well. Hedge maintenance remains the responsibility of the landowner, but where sight-lines are affected, Highways will write to the landowner or undertake emergency work on road safety grounds. Drivers do continue to speed through Crawford Village and bin stickers will be given to resident to remind drivers to slow down. Consideration will be given to placing the SLOW DOWN SAVE LIVES banner on railings in Crawford if an appropriate site can be found.

The meeting recorded thanks to Cllr Taylor and his family and friends for painting the play wall at Mill Lane Play Area.

Cllr Mackrell: It is increasingly frustrating trying to get any meaningful answer out of United Utilities about their plans to tackle the flood that pools in the dip on Alma Hill. At one point their response was favourable but now no-one is giving any further details, using budgetary restructuring as an excuse not to act.

Tontine: Thanks were recorded to Cllr Mike McGunigle for providing extra water butts for the Allotments water collection system. Now complete the project costs were greatly offset by the receipt of a Parish Champion grant of £300 from Lancashire County Councillor Paul Rigby.

The walled garden at the Good Catch (Hall Green/Ormskirk Road junction) is looking in a poor state of repair. The land is LCC owned, however, not a high priority with their decreasing budget. The Parish Council has undertaken work here before, always by contractor to meet insurance requirements, because the Christmas tree is sited on this land and permissions are implied.

6. Financial Matters:

- **Accounts for ratification and payment,**

NBB Recycled Furn 170723	Chess table Cap Grant	0912	£804.00*
Bernard Keyworth 170723	Installation picnic table	0913	£245.00
OPSTA 180723	Annual subscription	0914	£10.00
Handelsbanken 110823	bank charges	d.d.	£33.60

NEST	240823	Pension payments	d.d.	£210.97
Playsafety Ltd	240823	Annual ROSPA inspection	0915	£410.40*
Water Plus Ltd	240823	Water tap bowling green	0916	£24.10
Bernard Keyworth	240823	Repair gate bowling green	0917	£45.00
E A Broad	040923	Salary & expenses Aug 23	0918	£1,376.40
Laurence Davis	040923	Grass cutting contract	0919	£1,800.00
Wm Fernandes	120923	Cleaning notice boards	0920	£15.00
W Walsworth	120923	Water system costs	0921	£13.22
Handelsbanken	120923	Bank charges	d.d.	£29.60
Turtle Engineering	120923	Bleed control cabinets	0922	£3,570.00*
Lancs County Council (direct debit in place)		Annual rent noticeboard	d.d.	£5.00
Methodist Church	120923	Room hire	0923	£16.00
Greenbarnes Ltd	120923	Roby Mill Noticeboard	0924	£869.63*
Bernard Keyworth	120923	Installation of NB	0925	£175.00
E A Broad	120923	Salary and expenses Sept	0926	£1,356.21 (Gross salary = £1,674.40 based on £18.40 per hour for 21 hour week)
NEST	120923	Pension scheme	d.d.	£210.97 (Employer pays 3% - £50.23; clerk pays £160.74 to pension scheme)
HMRC	120923	Tax and NI three months	0927	£934.36
Royal British Legion	120923	Poppy Appeal	0928	£150.00
E A Broad	120923	To purchase 40 stamps	0929	£44.00
WLBC	150923	Play area inspections and cleaning over three sites 1/4/23 – 30/9/23	d.d.	£3,418.66*

*Contains VAT

The above accounts were ratified and authorised for payment.

Bank Balances as at 12th September 2023:

Handelsbanken £ 186,919.65

Unity Trust current T1	£ 105,842.18
Unity Trust Instant Access Savings account	£ 60,212.92
TOTAL:	£ 352,974.75

- **Receipt of Minutes from Finance Meeting on Tuesday 18th July 2023,**

The Minutes were distributed and recommendations considered. It was resolved to:-

- Transfer £30,000.00 from Unity Trust Account T1 into the Unity Trust reserve account to attract interest, using the online system.
- Open an investment account with CCLA (Churches, Charities & Local Authorities) – deposit £30,000.00 - with the following signatories:-

Cllr Jennifer Anne Whiting, Cllr Christopher Patrick Mackrell, Cllr John Gardner, Cllr Gillian Alwena Sinnott, Mrs Elizabeth-Anne Broad.

- **Conclusion of audit papers (if available)**

PKF Littlejohn requested alteration of Section 2 – Accounting Statements to more accurately reflect overall figures. A £30,000 cheque deposit from one account to another was treated as expenditure and income rather than a bank transfer. Therefore Box 3 (receipts) and Box 6 are reduced by the figure of £30,000.

These amendments were accepted by the meeting and countersigned by the Chairman of this meeting.

The amended Section 2 form will be submitted to the External Auditors immediately following this meeting.

7. Update from LALC (Lancashire Association of Local Councils)

No updated at present.

8. Any Update from Borough or County Councillors

LCC Parish & Town Councils meeting will be held on Saturday 4th November 2023 at County Hall, Preston. Cllr John Gardener will attend on behalf of Up Holland Parish Council. Virtual attendance over MS Teams is also possible.

The meeting noted that the Remembrance Service at Up Holland Cenotaph War memorial will be held at 10.45 am onwards on Sunday 12th November 2023.

9. To consider any planning issues or applications

Application Number 2023/0632/FUL

Location: 56 Roby Mill, Up Holland, Skelmersdale, Lancashire, WN8 0QF

Proposal: Construction of detached garage

Parish Council Response: Up Holland Parish Council has no objection to this proposal, however there are some safety concerns. The entrance/exit to the property is on a blind, sharp bend of a country road which is an area of poor visibility for drivers.

No comment from the parish council for the following applications:-

Application Number: 2023/0641/FUL
Location: 12 Chequer Lane, Up Holland, Skelmersdale, Lancashire, WN8 0DE
Proposal: First floor side extension

Application Number: 2023/0646/FUL
Location: Extension to the single-storey welfare block, with a new main entrance and associated external works; removal and addition to existing single-storey and double-storey site cabins in the main car park
Proposal: Walkers Snack Food Factory, Pimbo, Skelmersdale,.

Application Number: 2023/0653/FUL
Location: 41 Kilburn Road, Orrell, Wigan, Lancashire, WN5 8UG
Proposal: Replacement of existing glazed conservatory with new single storey rear extension.

Application Number: 2023/0694/FUL
Location: 60 School Lane, Up Holland, Skelmersdale, Lancashire, WN8 0LW
Proposal: Change to front door and frame of property from a wooden front door to a composite. Keeping an appearance that fits in with the Conservation Area

The following decisions were noted:-

WARD:- Up Holland PARISH:- Up Holland Application: 2023/0125/FUL Decision: Planning Permission Granted Proposal: Change of use of existing menage and grazing field into boarding kennels, enclosed dog meadow and dog/cat pods along with 2.4 metre security fence. Location: Wellcross Farm, 123 Tower Hill Road, Up Holland, Skelmersdale, Lancashire, WN8 0DT

WARD:- Up Holland Ward PARISH:-
Application: 2023/0478/FUL Decision: Planning Permission Granted
Proposal: Double storey side extension
Location: 77 Sandbrook Road, Orrell, Wigan, Lancashire, WN5 7AL

It is understood that the following application will be heard by WLBC Planning Committee and a date for this meeting is awaited:

Application Number: 2023/0296/FUL
Proposal: Erection of 16 residential dwellings with associated highway works and landscaping.
Location: Land To The Rear Of 126-160 Ormskirk Road Up Holland Lancashire

10. Update on Capital Projects: 2021 – Noticeboards, 2022 – Bleed Control Cabinets, 2023 – Bowling Green equipment

2021 – Noticeboard project is now completed. Parish Council Notice Boards are located at (1) Hall Green; (2) Sandbrook Road, Tontine; (3) Crawford Village Hut & Playing Fields; (4) Garnet Lees (Ormskirk Rd); (5) Roby Mill Primary School; (6) Bowling Green, Hall Green and (7) Tontine Allotments.

2022 – Bleed Control Cabinets are ordered, with installation due to be completed within a few months.

2023 – project ongoing.

11. Receipt of ROSPA Annual Play Equipment Inspection Report and agreement to recommendations

One area of immediate concern was dealt with promptly, within days of the inspection. The Parish Council is continuing a programme of renewal of old equipment across the three sites and is guided by the comments in this report.

12. Agree terms and conditions for LCC PROW Local Delivery Scheme grants

It was agreed to enter the Local Delivery Scheme, whereby LCC PROW provide two grants: £500 for rights of way development/maintenance and £300 biodiversity grant. The 2022 money was spent on maintenance for FP FP0821043 (off Lawns Avenue, Tontine) and purchasing Plant a Tree for the Jubilee kits for Roby Mill primary school children.

13. Resolution for the Exclusion of Press and Public

It is recommended that members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and as, in all circumstances of the case the public interest in maintaining the exemption under Section 12A outweighs the public interest in disclosing the information.

Resolved.

15. Provision of Goods and Services

(a) Update on Play Areas development

Installation of slide at Mill Lane, and MUGA wall at Lawns Avenue are both delayed due to supply issues but will be done in the next couple of months.

Necessary maintenance following ROSPA visit including re-tension of zip wire and repairs to the cantilever basket swing have been completed.

It was resolved to meet with LCC's ecologist, Ian Wright to consider sites that could be used to create a Miyawaki forest. Mill Lane Play Area and Janet Lally field might be suitable areas.

(b) Consideration of allotments on parish land at rear of Delamere Way/Morris Road

A feasibility study for this land use is being carried out. It was resolved to create a policy whereby allotments would only be offered to those living on the Highgate Estate in order to reduce any traffic implications of allotments at this site.

There being no further business, the Chairman closed the meeting at 8.55 pm.

***Cllr Chris Mackrell
Vice-Chairman***

10th October 2023