



Up Holland Parish Council

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The Minutes of the meeting of Up Holland Parish Council held on **Tuesday 8th July 2025 at 7.30pm** in the Up Holland Methodist Church, Alma Hill, WN8 ONR.

Present: Cllr Neil Smith (Chairman), Cllr John Gardner, Cllr Neil Pye, Cllr Alex Stoddart, Cllr Nigel Swales, Cllr Richard Taylor, Cllr Jenny Whiting and one member of the public.

7.15pm to 7.30pm public participation

County Cllr Nigel Swales confirmed that he will present the LCC remembrance wreath at the Remembrance service in November.

Concern was raised for St Joseph's College land which is understood to be up-for-sale and is in a very dilapidated state. It isn't clear which parts are listed for protection. It has been noticed by residents that the gate house has had UPVC windows installed, which would not be permitted if the building is listed. The matter will be referred to the Planning Authority at West Lancashire Borough Council.

MINUTES

1. To record apologies for absence

Apologies were accepted from Cllr Jones, Cllr Sinnott and Cllr Grant.

2. To receive declarations of interest

None declared.

3. To note resignations from the Council, amend any Ward designations accordingly and elect a Vice Chairman to the Council

The meeting heard that Gaynar Owen and Christopher Mackrell had resigned from the Parish Council and the vacancies are now advertised. The Chairman thanked them for their long service as Parish Councillors. Unless an election is called, the vacancies can be filled by co-option procedure at the September meeting.

Cllr Jenny Whiting was elected as Vice-Chairman. Declaration of acceptance of office was read out, witnessed and signed.

4. To ratify as a correct record the Minutes of the meeting held 10th June 2025

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

5. Accounts for ratification and payment

National Allotment Society	070725	Subscription	22	£84.00
Yates Playgrounds	080725	Repairs after vandalism	23	£900.00*
Npower	080725	Clock electricity bill	24	£0.00
E A Broad	080725	Postage and ad hoc expenses	25	£14.81
Methodist Church	100725	Room hire general meetings	26	£20.00
E A Broad	240725	Salary and expenses	27	£1,472.34
HMRC	240725	Tax and NI payments	28	£401.91
L Davies	250725	Grounds work across parish	29	£1,437.50
Yates Playgrounds	250725	Play area inspections	30	£352.00*
NEST	260725	Pension payment July	31	£225.42
Unity Trust	280725	Bank charges – monthly estimate	32	£7.00
Zurich Municipal		Insurance renewal (3 year lock)	33	£2,104.36
LALC	280725	Training new Cllrs course	34	£35.00

*contains VAT (reclaimable)

The accounts were ratified and authorised for payment.

6. To note upcoming Finance Meeting on Tuesday 15th July 2025

The agenda for this meeting was made available. It was noted that the meeting on the 15th April 2025 was not quorate and therefore abandoned on the night. Four Councillors are required to be present for a quorum.

7. To record any police issues

The boiler room at Up Holland Parish Church had been broken into. PCSO Neil Smith had attended the WLBC anti-social behaviour team walkabout around Morris Road area and spoke with the Clerk about issues of ASB across the whole parish.

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

There were concerns about the household waste collection being a day late. It was believed to be staffing and vehicle issues to blame.

The closure of the main route to Up Holland High School was creating knock on issues through Orrell Post. Road closure is expected to continue for fifteen weeks, and then expected to progress up Alma Hill so more disruption is expected.

Crawford Ward: There is, as yet, no response from WLBC Accounts department about the capital grant application for Crawford Village welcome signage. Speeding vehicles continue to be a problem and most recently a pet cat was killed on the road. The Crawford Village Hut & Playing Fields Committee will continue to pursue any road safety matters that can address this, including speed indicator devices and they would welcome any parish council support in this. It was confirmed that the noticeboard at Crawford is subject to the policy drawn up for Up Holland Parish Council noticeboards at the last meeting. However, the noticeboard has three bays and is headed "Crawford Village & Pimbo Lane", so there is room and it is appropriate to continue to display notices for the Village Hut and surrounding area. Discretion is given to the Committee to use the bays as they see fit. There are ongoing issues with United Utilities as a water main has been breached and the road flooded. LCC are aware of this issue and County Councillor Nigel Swales agreed to add weight to expedite resolution here.

Tontine Ward – a recent visit revealed that the play area was clean and tidy. The 'ringed' trees will be removed on or around 15th July 2025. There remains an issue of the rough ground behind and it's proximity and effect on housing and their garden fences. The Chairman and Clerk will arrange a site visit to establish what works are needed. The meeting noted some changes at Tontine Allotments with new plot holders, in the immediate vicinity of the site being offered sites that will be vacated in September.

9. Consider creating a Facebook page for Parish Council Notices

It was resolved to make more use of existing social media pages to promote issues and to elicit residents' opinions on matters that are within the jurisdiction of the parish council, rather than create a dedicated Facebook page at this time. This being in recognition that not all members of the parish can access social media, parish councils are governed by statute with rules requiring that they cannot act without discussing in meeting first, fall under GDPR and Cabinet Office rules so can't respond quickly enough for social media. There was a recognition that the website was not remarkable and this will be listed on the September agenda for a replacement website that better meets the needs of the Parish Council.

10. Consider further action on the footpath from Hallbridge Gardens to Mill Lane

There remain concerns that this pathway has deteriorated to a state where it is not easily negotiated by pedestrians, and in particular, those who may be infirm or in wheelchair/pushchairs. A Land Registry search showed the land to be outside of that leased to the Parish Council. LCC confirmed that it is not a Public Right of Way and not LCC owned land. Repeated emails to WLBC have been unanswered. The Clerk

was instructed to inform local Borough Councillors Patel, Owen & Fillis and WLBC CEO Jacqui Sinnott-Lacey with a view to getting this pathway resurfaced and up-to-standard without delay.

11.Responses from Councillors on future of bowling green

It was resolved to pursue, using Neighbourhood Community Infrastructure Levy, creating a supporting building housing a kitchenette and disabled toilet block to support whatever function this land is to be put to. Tawd Valley Developments have agreed to a topological and tree survey of the land to assist in this pursuit.

Tawd Valley Developments will also arrange that the building be accessible to parish councillors on 22nd July 2025 at 11.30 am before demolition shortly thereafter.

It was resolved that, whilst the green is not being used for Crown Green bowling, it will be maintained as an area of village green.

Ideas will be explored around:-

- community use for festivals, fayres and the like
- outdoor yoga/tai chi, in conjunction with local providers
- maybe adding more outdoor gym equipment
- walking football
- toys held in the building for community use
- musical play equipment
- Sports England & Bowls England and north west Bowling Development Alliance, to be consulted for advice
- Boules, pétanque

with a plan of action to take this forward being prepared for the September meeting.

12.Progress on creating allotments at Morris Road/Delamere Way field

It was resolved, that over summer the parish council will meet with WLBC to discuss this proposal further and then consult those houses surrounding the land with a view to creating allotments at the site.

13.Any further issues at Play Areas:

- **Lawns Avenue**
- **Mill Lane**
- **Farley Lane**

No further issues identified at this time, though play area inspections were noted with ROSPA due to inspect in August 2025.

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

The next meeting of the local area committee will be on Thursday 17th July 2025 at 7pm in WLBC Offices in Ormskirk.

15. Any Update from Borough or County Councillors

The LCC Review being conducted by the new Leadership is currently underway. County Councillor James Tomlinson is appointed as Councillor for Rural Affairs with the budget ascribed to the Parish Champion.

It was noted that one local primary school has requested why the Yellow Book usually issued by LCC has not been made available yet.

The Clerk also confirmed that LCC had been asked if the Public Rights of Way (£500) and Conservation (£300) grants would be available to parishes as usual, with the response that the new administration was still considering these.

16. To consider any planning issues or applications

The following applications were noted with no comment from the parish council.

Application Number: 2025/0493/FUL

Location: 58A Roby Mill, WN8 0QF

Proposal: Installation of solar panels to the rear roof of the dwelling along with two number air source heat pumps to the front.

Application Number: 2025/0471/FUL

Location: 47 Crawford Road, Crawford Village WN8 9QR

Proposal: Small down stairs shower room and WC coming off an existing kitchen extension.

The following application did not have supporting information available on the website and will not require comment unless it becomes a full planning application.

Application Number: 2025/0519/PNP

Location: Ayrefield Farm, Bank Brow, Roby Mill, WN8 0SY

Agricultural storage

Concern was raised that the notification process for parishes is now absent so all applications must be scrutinised in order to find the relevant ones and that National Planning Policy changes makes parish council comment a lot less relevant, though statute still requires that applications be discussed or ratified in meeting for them to be valid.

There being no further business, the Chairman closed the meeting at 8.50pm.

Cllr Neil Smith
Chairman

9th September 2025