

READ PARISH COUNCIL

11/05/01

The Annual Parish Council meeting was held in Read United Reformed Church on **Wednesday 11th May, 2016 at 7pm.**

Present: Chairman: Councillor Peter Collinge (after Item 2)
 Councillors: Bennett, Collinson, Gandy, Harrison, Hanson, Rostron, Snape
In attendance: Shirley Bridge (Clerk)

4 members of the public attended.

1. **Apologies for absence** – there were no apologies for absence.
2. **Appointment of Chairman** - Councillor Peter Collinge was duly appointed as Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.
3. **Appointment of Vice-Chairman and Council Representatives** –

Council Representatives	2016 2017
Vice-Chairman	Cllr Rostron
Signatories to the bank account	Chairman, Vice-Chair and Clerk
Allotment Chairman	Cllr Collinson
Playground inspection	Cllr Rostron
Parish Council Liaison Committee	Cllr Hanson and the Clerk
Planning Committee	Cllrs Collinge, Gandy and Hanson (Cllr Hanson, Chair)
LALC	VACANT
Lengthsman Co-ordinator	Clerk
Senior Citizens' Party planning group	Not filled – to be discussed by the New Communications Working Group
Footpath Officer	Cllr Harrison
All weather pitch development working group	Cancelled
Parish Plan Review Working Group	Cllrs Rostron, Harrison, Hanson and Collinge
Simonstone Parish Council link	Cllrs Rostron, Snape and the Clerk
PACT	Cllrs Collinson, Rostron and Collinge
Youth Council	Cllrs Collinson and Rostron
(NEW) Communications Working Group	Cllrs Collinge, Snape and Harrison

4. **Declarations of Councillors' Interest and dispensations**
 - 4.1 **To receive declarations of interest from councillors on items on the agenda** – none received.
 - 4.2 **To receive requests for dispensations for disclosable pecuniary interests** – none received.
 - 4.3 **To grant any requests for dispensations as appropriate**
5. **To approve the minutes of the previous meeting (13th April 2016)** - the minutes were approved and signed by the Chairman.
6. **Matters arising from the above minutes not on the agenda** – there were no matters arising from the minutes.

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- 7. Public participation:** To receive questions and comments from the public on any agenda item

Hammond Ground

Borough Councillor Richard Bennett gave an update on the proposed development of Hammond Ground. As yet no formal application has been submitted to Ribble Valley Borough Council. Borough Councillor Richard Bennett introduced Mr Martin Crabtree who is leading the campaign against the development of Hammond Ground. Mr Crabtree confirmed that a leaflet drop had been made across both Read and Simonstone explaining the aims and objectives of the newly formed Residents' Association. He also explained that the group have appointed a planning expert to give help and support to the group. He asked if it would be possible for both Read and Simonstone Parish Councils to give support to the campaign. The group have had support from residents in both Read and Simonstone.

Councillor Rostron reported that she attended Simonstone Parish Council meeting held on 14th April 2016 and confirmed that they supporting the Residents' Association

Back Whalley Road request for additional street light.

A resident re-submitted a request for the installation of an additional street light on back Whalley Road. As previously explained the Parish Council have been unable to attract any funding from Lancashire County Council for this project and it was suggested that the resident contact County Councillor Albert Atkinson to explain the situation and request funding for this project.

8. Borough Councillor's Report

Borough Councillor Richard Bennet confirmed that he is now the Deputy Mayor of Ribble Valley Borough Council. The Chairman congratulated Councillor Bennett on this appointment.

- 9. Clerk's Report** - in support of Items 13d and 13e.

10. Reports from external meetings: -

Councillor Rostron attend the Simonstone Parish Council meeting held on 8th May 2016. There was no PACT meeting to report on.

11. Allotment Chairman's report: -

Councillor Collinson reported on the Allotment AGM which took place on 5th May 2016.

- *Allotment road – potholes keep re-appearing and the road needs repair*
- *Rent increase – rents are due to increase in November 2016*
- *Underused Allotments – waiting list - 3 from Read, 12 from Simonstone*
- *Scarecrow Competition – the money raised from the raffle (£51) will be used for prizes for the Scarecrow Competition*
- *It was decided not to have a skip this year*
- *It was agreed to hold the AGM again next year at around the same time of year.*

12. Playground

- a) To receive the playground inspection report** – RVBC had failed to empty the litter bin one week and the bin was overflowing with rubbish. This was reported to RVBC and the situation will be monitored. Rubbish continues to be a problem.
- b) Repairs and maintenance** - Councillor Rostron suggested that a new picnic table might be well used on the playground. Councillors supported this idea and the Clerk was requested to obtain costings for a picnic bench. The Lengthsman will be able to deal with the siting the table.

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13. Decision Items

- a) **Approval of Financial Statements and Annual Return**
Councillors considered the Annual Governance statement for 2015/2016 and also the Annual Return for 2015/2016.
RESOLVED: To approve the Annual Governance Statement for 2015-2016 and to also approve the Annual Return for 2015-2016.
- b) **Report from Internal Auditor**
Councillors considered the Annual Internal Audit Report for 2015-2016 as completed by the Internal Auditor on 18 April 2016.
RESOLVED: To approve the Annual Internal Audit Report for 2015-2016
- c) **Review of Governance Documents**
Councillors considered the existing Governance Documents for Read Parish Council.
RESOLVED: Councillors were satisfied that no additions/amendments were required to any of these documents.
- d) **Appointment of Internal Auditor 2016-2017**
Councillors considered the appointment of the Internal Auditor for 2016-2017 and noted that the existing Internal Auditor was willing to take on this task.
RESOLVED: To appoint Geoff Lambert as the Internal Auditor for Read Parish Council for the period 1st April 2016 – 31st March 2017.
- e) **Gratuity for Internal Auditor 2015-2016**
Councillors considered a gratuity for the Internal Auditor for his work on the Annual Accounts 2015-2016.
RESOLVED: To make a payment of £60 to Geoff Lambert as a gratuity for his work on the 2015-2016 annual accounts.
- f) **Parish Plan update** – work is continuing on the review and update of the Parish Plan. Councillor Collinge has replaced Councillor Rostron on the Working Group. Work on the review and update will continue.
- g) **Hammond Ground update** – this issue covered in Public Participation discussions.
- h) **Notice board costings**
Councillors consider the costings for new notice boards.
RESOLVED: It was resolved to not replace the existing board on Jubilee Street but request that the Lengthsman undertakes a review of the noticeboard to look at any possible improvements.
It was resolved to purchase a new notice board – 2 door with A1 displays in oak, supported on oak posts. Approximate costs £1,400 to be sited near the bench at the end of the Church Path on Straits Lane.

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i) **Meetings venues with costs** – this item to be carried forward to the next meeting as not all venues have replied with availability and costs

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14. Highways Matters

Highways report: - Councillors received a list of reported Highways matters.

It was reported that the pavement outside Acre Mount is constantly being damaged by large vehicles using the pavement because of parked cars. This was discussed at the last PACT meeting. The Clerk will report the damaged pavement to LCC Highways.

15. Planning Applications and Decisions

3/2016/0285 8 Woodhead Road, Read BB12 7PH

Proposal: To convert existing garage to study, relocate existing entrance to side. Demolition of existing conservatory and replacement with single storey lean-to.

RESPONSE: The Parish Council have no objections to this application and feel that the application will enhance the property and the residential amenity.

3/2016/0199 3 Woodhead Road, Read BB12 7PH

Proposal: Proposed first floor extension and rear garden room extension.

RESPONSE: The Parish Council have no objections to this application.

3/2016/0296 8 Hammond Drive, Read BB12 7RE

Proposal: Erection of two detached dwellings.

Response required by 10th May 2016. Some delay in responding to this application as the Clerk did not receive the notification within the correct timescale.

16. Items for the next agenda

- Church Path costings
- Picnic bench for Playground
- Meeting venues with costs
- Notice board
- Parish Plan – update
- Hammond Ground – update
- Communications Working Group

The meeting ended at 8.20pm