

## **Minutes of Borwick Parish Meeting held on 22 October 2019**

### **Present:**

Co Councillor P Williamson, Mr D Smith (Chair), Mrs C Helme ((Clerk), Mr B Fell, Mrs D Fell, Mrs J Taylor, Mr J Winder

### **Apologies:**

Mr D Scott, Mrs J Tombs, Mrs S Dowdall, Mrs M Thorns, Mr S Thorns.

### **2019/35 Welcome:**

The Chairman welcomed everyone to the meeting.

### **2019/36 Matters arising:**

There were no matters arising apart from an extra 0 in the income received section of the Treasurer's report which was amended by the Clerk to read £1,003.92.

The minutes were then approved by all present and signed by the Chairman.

### **2019/37 Chairman's report:**

At Borwick Hall Bridge the drainage issue in the field has been sorted out by the Canal and River Trust. The mud on the canal under the bridge is, however, still present with no attempts made to improve it by the use of gravel or other measures. This needs to be chased up by the Chairman.

At Packhorse Bridge substantial reinforcements have been made by Network Rail with the use of limestone boulders to slow down erosion of the stonework on the Keer viaduct.

Dog fouling was on the increase during the summer months but had improved slightly at the moment.

Repairs and maintenance of the bench on the village green are urgently required as the seat has rotted away and could be a potential hazard. Alternatively, a new bench could be purchased if funds are available and the Parish Meeting is in agreement.

The stile on the footpath near Beckside Mews is rotten and in need of repair. Co Cllr Williamson pointed out that this could be reported to the Public Rights of Way Officer and did not need to be repaired by the Parish Meeting.

### **2019/37 Clerk's report:**

The Clerk reported that the brown sign for McCarthy's caravan park had been removed from the village green along with some of the yellow ones in the area for various leisure sites but that some keep reappearing in random places. The Clerk and Co Cllr Williamson were working together on the issue.

The large sign for Clearwater Fisheries at Manor Farm Crossroads was taken down after the Clerk complained to the planning authority.

Co Cllr Williamson was pursuing the painting of white lines through Borwick.

The Clerk had asked for the gully cleaner to come through as some drains were blocked again. The street cleansing vehicle had been spotted going through Borwick this week by Mr Winder. The Clerk had reported overflowing bins at Borwick Hall Bridge which were subsequently emptied. The village telephone box had been cleaned by BT and would be repainted in the spring. Mowing of the village green had taken place on the 2 May, 5 June, 4 July, 28 August and 16 October. Some of these dates were wet days so the quality of the mowing was patchier than last year.

### **Residents Group**

The Clerk reported that with the help of Co Cllr Williamson and Glenn Swindlehurst (the Head of Outdoor Education at Borwick Hall), a residents' group had been set up to discuss several issues of concern raised this summer by those living in close proximity to the Hall. The group had met for the first time just before the Parish Meeting and it was hoped that this would be a useful means of directing communication to the hall management in future.

### **2019/38 Treasurer's Report:**

In his absence the Treasurer's report was read by the Chairman in which he stated the accounts for the 9 months to the end of September show we are on target to meet our agreed budget. Income is £1,0094.99 this being the precept of £1000 plus £4.99 annual interest from the Skipton Building Society. Outgoings are £482.77 which includes annual insurance (£196.40), LALC subscription (£45.28), and donations of £100 each to North West Air Ambulance and North West Blood Bikes plus £41.09 to the Memorial Hall as a contribution to the hosting of the village website. This leaves a surplus of £522.22 with bank and building society account balances increasing from £1,315.55 as at 1 April 2019 to £1,837.77 as at 30 September 2019. Our precept request stayed at the 'normal' level of £1,000 despite less expenditure owing to no planned request for funds from the Memorial Hall. There should, therefore, be some flexibility in the setting of the budget for 2020/21 at the AGM in January.

### **2019/39: Planning updates:**

#### **19/00445/FUL 2, Borwick Court**

Demolition of garage, single-storey side extension to western elevation, erection of a two-storey extension to the eastern elevation and construction of a replacement dormer window.

No objections received.

Application withdrawn 24 May

#### **19/0087/TCA 1, Borwick Court**

Tree works to fell one swamp cypress and one leylandii hedge

Danger of trees falling onto electricity substation.

No objections received.

Application permitted

#### **LCC/2019/0044 Clearwater Fisheries**

creation of a bund

Objections from Mark Cassidy, Planning Manager, Lancaster City Council.

Application withdrawn.

**19/0140/TCA 5, Borwick Court**

Fell one larch, one spruce and one cherry tree.

No objections received.

Application permitted.

**19/0142/TCA Borwick Lodge**

Tree works application to trim overhanging branches.

No objections received.

Application permitted.

**2019/40 Neighbourhood Watch:**

The Neighbourhood Watch Co-ordinator, Mrs Fell, reported on the spate of burglaries that had taken place recently in the village. Most of the residents affected had been away at the time and doors had been kicked in to access these properties. A van had also been broken into with a Sat Nav taken. At one property, where the police had attended the incident, bleach and dettol had been used to clean up any traces. Other residents had reported the shining of torches at night through windows and blinds. In Priest Hutton a resident had reported ringing of their doorbell in the middle of the night and had later fitted CCTV. Borwick was vulnerable in that the motorway junction is proximal for quick getaways and parking places like the area at the canal bridge/Borwick Hall car park enabled potential thieves to sit and watch houses. As a consequence of the increased risk in the village more domestic alarms were being fitted to meet insurance requirements.

It was noted that Lancashire Police were now increasing their focus on rural crime with some increased resources being made available. With regard to the increased use of CCTV the Clerk pointed out that residents had certain obligations and that further information on this issue is available on the ICO or Information Commissioner's Office website.

**2019/41 Trees on the village green:**

The Treasurer had obtained a quotation for a tree condition survey/inspection of trees on Borwick Village Green after being made aware that the Parish Meeting may have public liability if any falling trees or branches cause damage. The quotation would work out at around £50 per tree totalling £120 for inspection and final report. The Clerk pointed out that the sycamore nearest the telephone box was looking dead at the top and could be potentially be hazardous. Discussion then took place as to who actually owned the village green and whether or not the Parish Meeting should pay. Co Cllr Williamson agreed to check with Lancashire Highways/Public Rights of Way to see if they owned the village green as it was currently mowed under the County Council Lancashire verges scheme.

**2019/42: Clerk Vacancy from January 2020:**

The Chairman stated that there had been no response to adverts placed on the noticeboards or to the request in the newsletter for a replacement clerk. The Clerk, Mrs Helme, explained that most parishes now pay a clerk/responsible financial officer as it is an increasingly demanding role, especially for larger councils, and even then it can sometimes be difficult to find applicants. The advantages are that the Clerk is neutral and uninvolved in any local politics should difficulties arise.

Disadvantages are that the Clerk is not necessarily knowledgeable about the local area and expenses etc have to be paid. Some paid clerks currently act for several parishes at the same time. Adverts for paid Clerks/RFO's can be sent out via LALC which is the usual method employed locally. Alternatively, it might be worth considering working with Priest Hutton (as their clerk is also due to stand down next year) or a parish meeting could choose to be administered directly by Lancaster City Council if no other options emerge.

**2019/43 AOB:**

The recent funeral of Roger Mace, at which many local residents had attended, was discussed and it was agreed that Roger had always gone above and beyond his duty to serve the villages in his ward. A possible 'in memory' donation to the hospice would be considered at the AGM.

The Clerk had obtained 3 wreaths from the British Legion representative for the Remembrance Service to take place at the new War Memorial at Borwick and Priest Hutton Memorial Hall on 10 November. She requested £20 to reimburse her for the cost of the wreath from Borwick Parish Meeting and this was agreed by all present.

**2019/43 Date of AGM:**

This was scheduled for Thursday 9 January at 7.30pm in Borwick Hall.