

**Minutes of the Borwick Parish AGM Meeting held at 7.30pm on 13th January 2026 in the Conference Room at Borwick Hall.**

**Attending:** \_Richard Mellor (RM) (Chair), Linda Rigby (LR) (Clerk), Joyce Tombs (JT) (Treasurer), Dave Scott (DS), Alison Halhead (AH), Dave Mosedale (DM), Ken Howson (KH), Mick Rigby (MR), Harriet Sharp (HS), Sue Mellor (SM), Zoe Greenwood (ZG), Dave Thomson (DT),

In attendance -

Sue Tyldesley (ST) Councillor for Lancaster (Warton Ward)

Carolyn Dalton Lancaster City Museum Development Manager

Dearek Queenan, Borwick Hall.

The Chair welcomed everyone to the meeting and thanked them for coming. He also thanked Glen Hodgson for kindly allowing us to use Borwick Hall facilities for our meeting.

26/01 Apologies for absence were received from Graham Dalton, Steve & Michelle Thorns, Maureen Thomas, Sue Dowdall, Dave Smith

26/02 Talk by Carolyn Dalton about the redevelopment of Lancaster City Museum

Those present thoroughly enjoyed listening to Carolyn regarding the plans to develop the museum. She has been involved with the museum since 2018. They have been granted 5 million pounds from the Lottery Fund and will need another 1 million pounds to upgrade the building which they are hoping to finish in 2033. This will be the 250<sup>th</sup> anniversary of the building. She was very keen to hear stories from those at the meeting of local heritage and interesting facts.

Dearek Queenan suggested there could be a small heritage centre created in the gatehouse which is not used by the hall. The villagers discussed stories and agreed to look into finding old photographs of the village.

26/03 Minutes of the previous meeting and matters arising.

Minutes of the meeting held on the 7<sup>th</sup> October 2025 had been circulated in advance of the meeting.

26/04 Chairmans report

1. Road markings and repairs.

Following our meeting with Eddie Mills and Matthew Holmes of LCC at the beginning of May 25, we were promised action on Pot Holes, White Line and Slow signs with additional signs on both sides of the hill outside the Greenwoods House. They also promised to cut away the foliage obscuring

the speed sign at Mansergh. We had also discussed the possibilities of some signs warning of horse traffic. After no action RM wrote again at the end of May, again in June and again in August. Finally on 20 Aug RM had a reply with a brief apology, but they were still chasing funding and would get back to Richard shortly. Richard has now written again to Eddie and Matt on 3 Jan 26 asking why we still have had no action or notification of why we haven't heard any news. He copied in Graham Dalton, as requested by him, and he in turn is to take this up with Warren Goldsworthy who is cabinet member for highways to ask for his support. With regard to alterations of speed limits through the village, RM has also pursued this through the Lancashire Road Safety Partnership portal, but again to date, has had no reply or acknowledgement of contact.

2. Telephone Kiosk and Notice Board refurbishment.

We need to completely refurbish the Telephone Box in better weather and as such Linda has been supplied with a complete kit by BT to start us off with the project. Judging by the current condition it will be fiddly job but I'm sure rewarding. Both the noticeboards at the Village Green and Borwick Station also need to be serviced on an annual basis. This would entail; cleaning, sanding and Danish oil being applied to the wooden parts. We might also have to replace the seals to ensure they are both watertight. Richard hopes we might have some volunteers to help with these works when the time arises.

3. 1st Responders financial support.

Richard would like to propose a £200 contribution towards the costs of the expendable supplies for the 3 Defibrillators for Borwick & Priest Hutton Villages. Expendable parts (batteries, pads etc) have a limited shelf life even if not used and are not cheap. This is not necessarily an annual expense depending on usage.

4. Lands on Back Lane, Borwick.

There are various planning applications and retrospective planning applications in force at the moment for 3 areas on Back Lane. These are in various states of appeal awaiting final decisions.

26/05 Clerks report

Clerks report

LR gave her report as follows.

Village green

Following discussion with Mike Sharples last summer the village green does look better for being strimmed after the spring flowers had died down and an edge

cut back for the safety of walkers to be able to get onto the green when approaching the junction. I will liaise with Mike Sharples to arrange the same for this season. The verges along Borwick Hall didn't get cut back in October as planned so will chase that up. There is no further funding for wild flowers which really don't do well under the tree canopy and have been smothered by the grass. Those present were asked if they had any ideas.

Netherbeck Lorries – Sue Tyldesley reported to the meeting that the prosecution was still under enforcement to be committed to court but as not classed as a priority will take time.

Planning applications – Following on from Richards report the retrospective planning for the poly tunnel on the land on Back Lane is for a Goat enclosure. It will have an Olive-green PVC Roof canopy over a wall and steel structure that will have gates and a livestock mesh fence to house the goats.

The following matters were raised -

There was much discussion about the Village Green and residents are not happy at how the village green looks during the summer. The wild flower planting has really not taken off as thought and the funding has now stopped. The spread of Ragwort is an issue to those whose gardens border the village green. Sue will ask at the next grassland meeting about wild flowers etc and report back. There was also a discussion about creating a working party in the better weather to look at the possibility of digging back to expose the natural stone that is partly buried on the village green that was once the base of the Old Chapel from Borwick Hall which then became the Blacksmiths.

It was also agreed to look at the tree guards that some of the new trees are now outgrowing. It was interesting to hear from Ken of the history of some of the trees planted back in 1930

Some at the meeting disagreed with the enforcement of prosecution against Andrew Thompson Haulage and would have liked the business to be allowed to trade from Netherbeck as not causing an issue. It was explained that at previous meetings the village had complained particularly about the speed at which the transporters are driven on the narrow roads with no regard to others, some nearly avoiding collisions due to their reckless speeding. It was explained that time has passed and now prosecution will go ahead.

The planning for a goat enclosure also had some discussion over how many goats, waste management issues etc and it was felt that we should write to the council to object as the poly tunnel is not in keeping with the countryside. Richard, Chair would write to the council to get clarification having already written with his concerns for this project.

## 26/06 Treasures Report

### Treasurer's Report (to AGM on 13 January 2026)

JT explained that her report was to provide an update on the current financial position; to present a draft budget for the year ending 31 March 2027; to invite suggestions for, and discussion of this, any other proposed expenditure; to calculate the required Precept based on agreed budget proposals and the related tax cost to households, and; to seek approval for the budget and related Precept request as discussed.

Accounts for the 9 months to 31 December 2025 were distributed. The current financial position is unchanged from 30 September. Cash at bank as at 31 December 2025 was £2,345.69 and is expected to reduce to £2,061 by the end of financial year (as per the projected outturn column for the year ending 31 March 2026).

Projected outturn – £839 surplus of budget surplus of £65 (due mainly to savings in village green maintenance costs and unexpected compensation receipt from NatWest bank).

#### 2026 -27 Budget

JT distributed her draft budget based principally on historical expenditure and commitments. The insurance cost is uncertain until the renewal documentation is received in May. Other budgeted expenditure -including a £100 donation to the NW Air Ambulance and a second £500 donation to BPHWM Hall was explained. A suggested donation of £200 had been included in the draft budget. Richard Mellor explained that this was a one-off contribution to boost the funds of the Borwick and Priest Hutton Community First Responders. Joyce explained that both she and Richard had a potential conflict of interest as they are both Trustees of the BPHCFR charity. The BPHCFR is a charity, reliant on donations to cover their costs.

The First Responders (led by Eric Rooney) have been active in Borwick for over 10 years now providing a potentially lifesaving, fast, local response to relevant 999 callers and also providing and maintaining 2 of the 3 Public Access Defibrillators situated in Borwick and Priest Hutton. The charity also maintains the medical bag and kit, including a further defibrillator, which is used by Eric on his call outs. Within the defibrillators are pads and batteries which have a limited shelf life and which therefore have to be regularly replaced. Batteries cost around £336 each, renewable every 4 years and pads cost around £71 a pair, renewable every 2 years. So, on average the approximate annual cost per machine is £120.

Funds are raised by the charity, and this year it is benefiting from a 50% share of the proceeds from the Saturday village coffee mornings at the Hall. There has been a suggestion from Priest Hutton that an annual donation be set up from both PH and B Parish Meetings. Personally, I would suggest that as a one off we make a donation of £200 (which seems like a good use of the

unexpected £200 compensation that Dave Scott elicited from Nat West bank) and that we review the situation in future years if necessary.

The meeting discussed this and decided to agree the donation.

JT then invited proposals for any further expenditure and explained the correlation between expenditure, Precept and tax cost to households.

Further suggestions for expenditure were asked by LR to provide materials to make shelving for the books in the phone box and to upkeep the 2 notice boards. This was unanimously agreed on a figure of £150

Joyce summarised the agreed expenditure as £1,535

Based on this expenditure a Precept of £1,250 was considered appropriate.

*The City Council calculates a tax base which when applied to the requested precept sets the amount of Council Tax payable with regard to the Parish.*

*For 2026-27 the tax base is 94.29 so a Precept of £1,250 would equate to £13.26 for a Band D property (or £19.15 for a Band F, the most common band in Borwick Parish).*

JT asked the Meeting to vote on the amended budget with a Precept request of £1,250 and total budgeted expenditure of £1,535. Linda Rigby proposed the acceptance and Richard Mellor seconded it. It was approved on a show of hands.

#### 26/08 Election of Officers

Joyce had previously notified the village meeting that she would be standing down as treasurer but would continue in her role until March 2026.

Before the elections took place Joyce was presented with a bouquet of flowers by Richard as a thank you for all her hard work and much needed service to the parish in her role as Treasurer.

Richard Mellor agreed to re stand as Chair, Linda Rigby agreed to re stand as Clerk and Alison Halhead agreed to stand as Treasurer from 1<sup>st</sup> April 2026.

This was unanimously agreed.

#### 26/09 Date for the Annual Litter Pick

This was set for Saturday 28<sup>th</sup> February 2026. To meet on the village green at 10.30 am. Linda Rigby has all the litter picking equipment and will co-ordinate the event

#### 26/10

The date of the next meeting was set for 26/5/26

This has had to be revised to 28/5/26 due to the unavailability of Borwick Hall  
– Room to be advised of nearer the time.

LR will circulate the new date.

These minutes were approved by the meeting on.....

And signed on its behalf by .....