

Rivington Parish Council Meeting

Date: Tuesday 8th August 2023 @ 18:00

Venue: Spring Cottage, Rivington

Ref: 23-127

Minutes

1. Present and Apologies

Present: Chairperson Councillor David Jones
Councillor Barry Keenan, Councillor Lisa Harris, Councillor Trevor James-Ellett
Clerk: Helen Skuce

Chorley Borough Councillors: June Molyneaux, Kim Snape

Visitors: None

Apologies: Councillor Vince McCully

2. Disclosures of personal and prejudicial interests

Chorley Borough Councillor June Molyneaux reiterated that she currently Chairs Chorley Planning Board so would exclude herself from the discussions surrounding current planning applications.

3. Updates from previous meeting

i. Bank account update.

The Legislative Reform (Payments by Parish Council, Community Councils and Charter Trustees) Order 2014 came into effect on 12th March 2014. This legislative Reform order repealed the statutory requirement for two elected members to sign cheques and other orders for payment. Clerk Skuce explained that she had contacted various other Parish Clerks to understand what process they used for payment authorisation. Whilst Adlington and Heath Charnock were still using cheques with two signatories they were expecting to move to online banking in the future. RPC have now moved to online banking, a new process has been developed to reflect the change to online payment and the risk register has been updated and posted on the RPC website. Clerk Skuce checked with other banks how many signatories are required for their online accounts. TSB/RBS/Natwest only have one signature, Barclays did offer an on-line account with two signatories for payment but they are not taking any new customers as these types of account are not cost effective for the bank.

Councillor Barry Keenan reiterated that he had grave concerns with the new process as it would be easy for one of the three Councillors that have payment authority to fraudulently empty the account.

ii. **UU.**

Communication sent to Louise Boardman UU CEO. Steven Wong contacted Clerk Skuce to explain he was no longer Communications/Stakeholder Manager for Rivington and had been replaced by Iain Pilling (IP). IP contacted Clerk Skuce to arrange a meeting with the Council to introduce himself and give the Council an update as to where UU/RHT were with their plans for Rivington. Clerk Skuce asked IP what results he was expecting to share with the Council but the meeting was postponed as IP did not have any tangible results to share. Clerk Skuce explained that we had been waiting over two years for the feedback and that we as a Parish Council would have to progress with the borough council and highways dept. if UU couldn't or wouldn't give us the information received from visitors to Rivington. IP was going to chase up the feedback and a new meeting date will be proposed for September.

iii. **Traffic Update.**

Communication sent to Phil Durrell LCC Director of Highways. No response received from his office. Clerk Skuce made contact with Tony Crook who is a Manager with LCC Highways Dept. and asked if a representative could attend either the mtg. with UU or our Parish Council Mtg. Mr Crook responded in writing that no one was available to attend either mtg. but gave us speed statistics for Horrobin Lane, Rivington Lane and Sheep House Lane and stated that currently many other areas have been prioritised for road safety issues above Rivington due to the greater likelihood of further death and injury based on the number of collisions and injury. Clerk Skuce took the action to respond to Mr Crook asking for the context around the following questions:

- Where was the testing and monitoring equipment located within Rivington
- When was the data collected
- How long was the testing equipment in place
- No comment has been made with regards to traffic calming measures throughout Rivington but especially where the speed limit is currently national speed limit by the Visitors Centre and major car parks but also where we have no pavements, high banking and bends in the road.

4. New business

i. **AGAR – Annual Governance and Accountability Return 2022/23**

- Completed by Clerk Skuce
- Requires bank statements sheets 46 and 47 for final check before sending to the Auditor (cannot send without the two statements, Councillor James-Ellet to go to bank for copies 09/08/23)
- Auditor to receive completed AGAR form, Year End report, bank statements from 01/04/22 – 31/03/23, Clerk and Chairman contact details, new online banking process and revision of risk register
- Revision of the website 'rivingtonpc.org.uk' has begun. Clerk Skuce with lots of assistance from Mark Skuce has included the

necessary documents to comply with the audit and removed/archived old data.

ii. Online banking process

- Review and discussion of process.
- Review of Risk register document
- Councillor Keenan's grave objections noted and minuted

iii. Payments made

- Clerk Skuce made the Council aware of all payments made online since last meeting

iv. Highways Department

Clerk Skuce took the action to respond to Mr Crook asking for the context around the following questions:

- Where was the testing and monitoring equipment located within Rivington
- When/what time of year was the data collected
- How long was the testing equipment in place
- No comment has been made with regards to traffic calming measures throughout Rivington but especially where the speed limit is currently national speed limit by the Visitors Centre and major car parks but also where we have no pavements, high banking and roads with bends

v. Planning Applications

- 23/00526/CLPUD – Lakelands, Dryfield Lane
Certificate of lawfulness – status, awaiting decision
No issues raised
- 23/00595/LBC – Fisher House, Rivington Lane
To repair and replace render to external elevations of existing dwelling
No issues raised
- 22/01238/FUL – Dryfield Cottage, Dryfield Lane
Rebuild of partially demolished outbuilding
The Borough and Parish Councils have received complaints from neighbour Matthew Bennett due to the size of the proposed new dwelling and the impact it will have on not only his property but also the nature of Rivington as a whole
Parish Council were in agreement that a site visit to Mr. Bennett's property should be requested. Clerk Skuce to send correspondence to Chris Smith, Planning Officer asking for this visit to take place before any final decision is taken, copying Councillors June Molyneaux and Kim Snape.

vi. Local delivery Scheme – public rights of way, bio-diversity

Public Rights of Way Local Delivery Scheme. The County Council has offered grants at £500 per organisation for proposed developments in various vicinities. Does not include stiles but includes vegetation clearance, signposts, waymarks, steps, gates.

Biodiversity Small Grant Scheme. The County Council is offering grants of £300 per organisation in addition to the public rights of way scheme. Councillor Harris to make contact with the people at Warren/Bradleys Farm as they currently are involved in a biodiversity project. Clerk Skuce

to send detail to Councillor Harris. Councillor Harris also suggested fixing the path next to the stream at the bottom of the 40 steps within the Rivington Parish ward. This was agreed by the Parish Council as an excellent way to utilise this grant if our application was successful. Applications must be received no later than 15th September 2023.

vii. Parish website – rivingtonpc.org.uk

Review of the Parish website has begun. All meeting agendas, minutes, notices will be posted, risk register has been updated and our year-end report added. Once AGAR has been approved by the Auditor the Clerk will post on the website under 'Finance'.

viii. Trees

DEFRA are providing funding to support local tree planting projects and small tree nurseries, in celebration of the Coronation of His Majesty King Charles III this year. Fruit trees around Wilcox Farm or Spring Cottage were suggested. Clerk to send e-mail with detail to Parish Council members.

5. AOB

- I. Clerk Skuce explained that she had reviewed the cost of individual email addresses for Councillors. We currently have one task ID that is utilised by the Clerk – info@rivingtonpc.org.uk, the cost for this ID is included in the annual charge for website hosting and maintenance. To have 1 extra email address it would cost a minimum of £240, maximum £480. To have 5 extra email addresses it would cost a minimum of £460, maximum £660. All Parish Councillors agreed the cost was prohibitive.
- II. Councillor Lisa Harris informed the Council that due to work commitments she could no longer attend meetings on Tuesdays or Wednesdays. The Council unanimously agreed to move future meetings to Mondays to allow attendance.

6. Date of next meeting – Monday 07/11/23 @ 18:00, Spring Cottage