



**Minutes of the Annual Meeting & Parish Meeting held on  
Tuesday 9<sup>th</sup> May 2023 7.30pm at Mawdesley Village Hall**

Participants: Cllr M Worthington (Chair), Cllr L Causer (Vice Chair), Cllr G Worthington, Cllr G Green, Cllr S Boardman, Cllr J Hogg, Trish Grimshaw (Clerk/RFO), and 3 members of the public

1. Retiring Chairman Summary of the Year – *Cllr M Worthington provided a verbal summary of the year (attached).*
2. Election of a Council Chairperson – *Cllr Causer proposed Cllr M Worthington, seconded by Cllr Green, and subsequently unanimously agreed. The Chair's Declaration of Acceptance of office was signed.*
3. Election of Vice Chairperson - *Cllr M Worthington proposed Cllr Causer, seconded by Cllr Green, and subsequently unanimously agreed. The Vice Chairs Declaration of Acceptance of office was signed.*
4. To receive delivery of Councillors of their acceptance of office forms – *Declaration of Acceptance of office were received.*
5. To appoint a representative to Mawdesley Village Hall - *Cllr M Worthington proposed Cllr M Henty, seconded by Cllr G Green, and subsequently unanimously agreed.*
6. To appoint a representative to the Millennium Green - *Cllr Green proposed Cllr M Worthington, seconded by Cllr L Causer and subsequently unanimously agreed.*

**At this point the meeting was adjourned to hold the Parish Council meeting**

1. Apologies – *Cllr M Henty*
2. Declarations of Interest and Dispensations - *none*
3. To receive declarations of interest from Councillor's on items on the agenda - *none*
4. To receive written requests for dispensations for disclosable pecuniary interests (if any) - *none*
5. To grant any requests for dispensation as appropriate - *none*
6. Minutes of the Previous Meeting. *It was resolved to approve as a correct record the Minutes of the Council Meeting held on 11.04.23.*
7. Public Participation: To adjourn the meeting for a period of public participation.

Any member of the public may speak for up to 5 minutes within the overall time allocated. Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time. A member of the public is any person present other than a member or official of the Council. A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon.

*Barbara Nicolls attended the meeting on behalf of David Reynolds. Barbara provided a summary of this year's 149<sup>th</sup> walking day which is anticipated to cost £6,500. Barbara requested the Parish Council under right the event should the event not break even.*

8. To discuss the proposal to provide some form of financial support to the Walking Day committee. *Following discussion, it was resolved to financially support the walking day*

*event by the sum of up to a maximum of £2,000 with the condition that this amount will only be claimed by the walking day committee should the event not break even. Proposed by the Chairman, seconded by Councillor Causer with all Parish Councillors unanimous agreement.*

- 9.** *Parish Clerk's Report. The Clerks report had been preciously circulated for all to note. The Clerk advised of the recent quotation provided by Laurence for the supply and labour costs of wood chip for Moss Fields. It was ratified to go ahead with the wood chippings around the 24 trees only, subject to a revised quotation being agreed via e mail.*

*In relation to the proposed dog bin at Hall Green Lane, the Clerk advised she had received a response from CBC who confirmed this request was with the street scene team.*

- 10.** *Lengthsman's Report. The Lengthsman was on leave and will provide a full report at the next meeting.*
- 11.** *To discuss the purchase of 2-fold down bollards to add additional security for the trailer stored at the side of the container and if agreed to set a budget for this. It was ratified to view the proposed location for the trailer at the annual village tour and subsequently revisit at a further meeting.*
- 12.** *To receive an update on obtaining an external standpipe at Hurst Green play area to facilitate cleaning of the play surface. The Clerk has contacted United Utilities who have requested a video of the area to pursue further. This will be undertaken on the annual village tour.*
- 13.** *To receive an update on the Neighbourhood Plan – the Chairman reported he has spoken to Bretherton Parish Council who are also undertaking a neighbourhood plan; it appears that the process of obtaining grant funding is not yet open and can take some time. The Chairman to discuss further with Eddy Taylor and subsequently progress ideas for a neighbourhood committee.*
- 14.** *To receive an update on the Moss Fields Masterplan – The Clerk reported that unfortunately one of the resident volunteers has had to withdraw their application to join the committee. However, to move things forward, the Clerk has contacted CPRE (Campaign for Rural England) for their assistance and advice on forming a Woodland Management plan and a Biodiversity plan as detailed in the bid. Following this a first meeting of the subcommittee will be arranged.*
- 15.** *To receive any final applications for an allotment and decide on the way forward. It was reported that there are 10 interested parties of which 2 wish to share a plot. It was suggested the allotments should form part of the Moss Fields Masterplan and the site location should be revisited at the annual village tour; meanwhile the Chairman will update the applicants to advise that allotments are still being considered.*
- 16.** *To receive an update on the Best Kept Village & Mawdesley in Bloom competitions. The application form for the BKVC has been completed by the Clerk and Cllr S Boardman and entrance fee paid. The Clerk offered to design a poster for the Mawdesley in Bloom competition and the trophies have been selected by Cllr G Worthington.*
- 17.** *To discuss progress on obtaining a draft tender document in relation to the rental of the small container belonging to Mawdesley Parish Council to Mawdesley Millennium Green Trust. The Clerk contacted LALC who are unable to assist with a contract, Cllr J Hogg agreed to produce a draft document.*
- 18.** *To receive an update on the signs at the end of Hurst Green. Cllr L Causer and Cllr G Worthington are currently waiting for a quotation. It was ratified to contact the representatives who will appear on the new signage (including the pre-school) and, if there is sufficient space, to include logos. Visibility with highways will need to be checked.*

19. To receive an update on purchase of a War Memorial bench and 2D Silent Soldier. *The Clerk has previously circulated an updated quotation which had slightly increased since January however this now includes clarification of delivery costs. It was ratified to place the order (10 weeks turnaround) during which time the exact site locations can be identified. A quotation from Steve Ashton will be required to secure the bench and soldier.*
20. To receive an update on the purchase of the mower. *The mower for the invoice has been authorised and paid; Peter to plan for delivery to Moss Fields.*
21. To receive an update on the annual clean-up day. *The Clerk has organised the date as Saturday 2<sup>nd</sup> September which fitted in with availability of the Village Hall car park and Chorley Council operatives. The skip and supervisor will be offered free of charge however this year the charge for the additional Operative's team and a pick-up service for individuals who are unable to bring large items to the skip will be £355.00 The Chairman proposed accepting the fee, seconded by Cllr Causer, and unanimously agreed by all.*
22. To receive an update on the request for guidance on completion of the Accounts Participants form in respect of the Bert Moss fund. *The Chairman, Cllr G Worthington and Cllr L Causer submitted completed forms to the Clerk. Cllr Henty, Hogg and Boardman's forms to follow.*
23. To discuss the potholes & general disrepair of the road from Blackmoor to Smithy Lane and agree a way forward. *It was ratified the Clerk should e mail LCC Highways department to request a resurfacing of the road. In addition, it was ratified a separate e mail should report Meadow Lane as it is falling away at either side.*
24. Planning Matters - to discuss and decide a response (if applicable) to planning applications including those received after the agenda is published.

**Proposal:** Erection of detached garage/workshop (following demolition of existing stables) **Location:** Heathfield Bradshaw Lane Mawdesley Ormskirk L40 3SF

**Reference:** 23/00225/FUL **Deadline 10.05.23 Resolved:** No objection

**Proposal:** Demolition of existing dwelling and construction of new dwelling

**Location:** Bluestone House, Blue Stone Lane, Mawdesley L40 2RJ

**Reference:** 23/00321/FUL **Deadline 25.05.23 Resolved:** Strong Objection

25. To consider and approve the schedule of accounts for payment - *approved.*

26. Financial reports – to ratify accounts and authorise payments - *approved.*

27. To receive and approve the bank reconciliation statement (previously circulated) as at 31.03.23 for the Coop Instant access savings account and Coop bank Current Account - *approved.*

28. To receive an update on the VAT return which the Clerk has submitted for year-end 31.03.23. *The Clerk confirmed the VAT return had been submitted and a refund of £6873.49 has been received to the Parish Council bank account.*

29. To receive an update on the internal audit. *The Clerk reported that she has completed the year end information for the internal audit which will be collected via courier on Friday. A June meeting will be required to sign off the audit to progress to the external auditor.*

There being no further business the meeting closed at 21.22.

Signed ..... **M Worthington** .....

**Cllr M Worthington, Chair**

Dated ..... **11.07.23**.....

**Clerk/RFO: Trish Grimshaw, E mail: clerk@mawdesleyparishcouncil.org.uk**