

PARISH OF THURNHAM
Draft Minutes of the Meeting of the Parish Council held at Glasson Dock Village Hall
on Monday 14th May commencing at 7-00 pm.

Present: Councillor Mrs M Stainton (Chair)
 Councillor Mrs B Bulloch
 Councillor Mr M Hornshaw
 Councillor Mrs C Milligan
 Councillor Mrs E Scott

1840 APOLOGIES: Apologies were received from Councillors Mr D Whitworth and Mr J Lamb

1841 MINUTES: It was **RESOLVED** that the Minutes of the meeting held on **Monday 9th April** be approved.

1842 DECLARATION OF INTERESTS AND DISPENSATIONS: There were no declarations of interest or requested dispensation from Members.

1843 ADJOURNMENT FOR PUBLIC DISCUSSION

- 1) There were no members of the public present.
- 2) Members raised several matters for note and action, including:
 - a) Land adjacent to the church where the grass has not been cut by Lancaster City Council as part of their grounds maintenance schedule;
 - b) The central planting area in the Glasson Gateway Area needs attention and planters need to be filled and planted out;
 - c) Wagons and vehicles parked on the grounds of the Victoria Inn that are causing an obstruction and reversing dangerously onto the B5290;
 - d) Owner of motorbikes again parking on and around the Glasson Gateway area causing a nuisance and disruption to pedestrians. There are also many incidents of vehicles speeding around this area of Tithebarn Hill;
 - e) Complaint that a footpath has been blocked and a Public Right of Way sign is down

It was **RESOLVED** that the, for information only updates be noted, and that action be taken on items raised as necessary

1844 PLANNING APPLICATIONS & OTHER STATUTORY CONSULTATIONS: The following planning applications were considered:

Application Number:	Description
18/00189/FUL	Erection of an agricultural storage/livestock building and extension to private access track - Mr Justin Wilkinson, Carpenters Cottage, Main Road, Thurnham
18/00453/FUL	Replacement of existing single glazed timber windows and uPVC windows with double glazed – Mrs Helen Loxam, Lune View, Victoria Terrace, Glasson Dock
18/00454/FUL	Change of use of restaurant to restaurant/drinking establishment – Mrs M Wagstaff, Lantern o’er Lune Café, Tithebarn Hill, Glasson Dock
18/0052/FUL	Replacement of existing single glazed timber windows & uPVC windows with double glazed timber - Mrs Helen Loxam, Lune View, Victoria Terrace, Glasson Dock

After some discussion, it was **RESOLVED** that no representations be made in respect of the above planning applications.

1845 PLANNING AUTHORITY DECISIONS: Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning applications previously deliberated.

It was **RESOLVED** that the decisions of the planning authority be noted.

1846 ACCOUNTS FOR PAYMENT: The following accounts were considered for payment:

100332	Mr R Bailey, Clerks Fees & Expenses April 2018	£186.54
100333	Came & Company – Insurance 2018 (subject to Agenda item 1850)	£291.20

It was **RESOLVED** that the above account(s) be paid.

1847 GENERAL DATA PROTECTION REGULATIONS (GDPR): The Clerk reported that work is ongoing to ensure that adequate arrangements are in place to meet the requirements of GDPR by the 25th May, including:

- a) Carrying out a Data audit – being a compilation of the data that the parish council holds, where it came from and who it is shared with;
- b) Creating privacy notices;
- c) Developing policies relating to data processing and protection that reflect the new requirements

The Clerk reported that at the Annual Meeting of the Society of Local Government Clerks (SLCC) it had been confirmed that the Information Commissioners Office (ICO) had recognised that organisations will be on a 'journey' towards ensuring full compliance with GDPR by 25th May and that for town/parish councils, provided that the above actions have been carried out, adequate controls will, generally, be in place to ensure compliance. It was also reported that the SLCC were currently lobbying central government to exempt town/parish councils from the need to appoint a designated data protection officer.

After some general comments and questions, it was **RESOLVED** that the latest update and progress towards compliance with GDPR be noted.

1848 COMMUNITY GOVERNANCE REVIEW: The Clerk informed Members that following the launch of the first stage of a review into the district's parish arrangements, known as a Community Governance Review, the Terms of reference for a full district review had now been published.

It was reported that three proposals are being taken forward to the next stage of the process, these are:

- a) The creation of a parish council for Heysham;
- b) The merging of Yealand Conyers and Yealand Redmayne Parish Councils, and;
- c) The change of name of Thurnham Parish Council

The change of name of Thurnham Parish Council reflects the submission made by the Parish Council that it be renamed as Glasson and Thurnham Parish Council to better reflect the community it serves.

The 294 properties affected by this proposal will receive a written communication outlining the proposals and encouraging a response. Consultation will take place between April and May 2018 with the deadline for the submission of views being 31st May 2018.

Members discussed the arrangements for the Community Governance review and it was then **RESOLVED** that the terms of reference and consultation on the next stage of the review be noted.

1849 INSURANCE CLAIM: The Clerk reported that two quotations for a like-for-like replacement for the wooden bus shelter on Main Street, Thurnham have been received along with a quotation for a steel constructed shelter as a possible alternative. All quotations have been submitted to the insurers and a decision awaited. The Clerk advised that the quotations received also included costs for delivery and installation.

It was **RESOLVED** that the quotations received and submitted to the insurers to replace the storm damaged bus shelter on Main Street, Thurnham be noted.

1850 INSURANCE RENEWAL: The Clerk reported that notice has been received from Came and Company Ltd for renewal of insurance for 2018/2019. The proposed insurance cover includes Employers' Liability and Public/Products liability of £10M. Also included is cover for:

- Property damage;
- Equipment breakdown;
- Business interruption;
- Officials indemnity;
- Legal expenses;
- Money;
- Fidelity, and;
- Personal accident

Members discussed the continued validity of the insurance cover and it was then **RESOLVED** that the insurance cover for 2018/2019 as stated, be approved.

1851 PARISH PLAN RESIDENTS SURVEY: Members discussed the survey as previously presented and considered its purpose and the suggested 'themes' of matters of importance in the local area. The suggested themes include:

- a) **Transport:** speed, traffic noise, road maintenance, parking issues, cyclists, motorbikes, buses, community transport;
- b) **Crime and safety:** vandalism, safety on the streets and at nights, street lighting, dog fouling, rubbish etc;
- c) **Housing:** housing need, housing design, views on development and type of development, conservation areas, preservation of rural character of area, utilities, drainage, flooding
- d) **Roads and verges:** maintenance of footpaths/cycle paths/pavements and verges; pedestrian access and safety;
- e) **Communications:** broadband, mobile phones, landline, community magazines and other media;
- f) **Community:** play areas, sporting facilities, pubs, shops, cafes, caravan parks, churches, village halls, schools, public seating, local activities;
- g) **Local employment:** local businesses and impact of local businesses etc;
- h) **Environment:** open spaces, green spaces, AoNB, SSSI areas, tree preservation, preservation of canal, rivers and countryside, pollution etc

Members had no further comments or suggestions to make and there was then a general discussion about the best way to distribute the survey once drafted. It was then **RESOLVED** that a draft survey be produced for final approval and subsequent distribution.

1852 CONSULTATIONS: Members considered the following consultations:

- a) **Disabled NOWcard:** Proposed changes to disabled person's NoWcard scheme which allows free bus travel for NoWcard pass holders from Mondays to Fridays between 9.30am and 11pm and all day on Saturdays, Sundays and bank holidays. The scheme also allows holders of a disabled person's NoWcard to travel at a 50p flat fare on journeys on local bus services that begin before 9.30am - Mondays to Fridays and it is proposed that this be increased to £1.

- b) **Community Transport:** Community transport in Lancashire is provided for eligible people who are not able to use mainstream public transport, including Dial-a-Ride, group transport, community car schemes, day trips and volunteering opportunities. It is proposed to reduce funding for this service by a third.
- c) **Street Lighting Maintenance:** Proposed changes to the services provided around LED street lighting. As these are more reliable than traditional lamps it is proposed to stop carrying out night-time inspections and to start carrying out testing of street lights and illuminated signs on a 10-year cycle rather than a five year cycle.
- d) **Statement of Community Involvement (SCI):** This document, which forms part of the Local Plan 2011 – 2031, sets out how and when, the planning authority will engage with the community and other key stakeholders on planning applications. It has been revised to reflect changes in legislation in relation to neighbourhood planning and development management practice over the last few years and several other clarifications including a summary of how the Council now provides pre-planning application advice.

Members discussed each consultation. It was acknowledged that like many councils across the country, Lancashire County Council, faces significant financial challenge due to funding cuts by Government, rising costs and the rising demand for the services they provide. In respect of the proposals to increase the cost of the Disabled NOWcard and cutting the funding for community transport, however, Members considered that these would have a negative impact on essential services provided to the most vulnerable in our communities and it was **RESOLVED** that Thurnham Parish Council does not support these proposals.

It was further **RESOLVED** that the changes to the maintenance of street lights and the revisions to the Statement of Community Involvement be noted.

1853 DATE OF NEXT MEETING: The Clerk advised that the next meeting of the Parish Council will be held on **Monday 4th June 2018** commencing immediately after the Annual Parish Council Meeting. The meeting closed at 8:25pm



Clerk to the Council Date:

Chair

Date: