

PARISH OF THURNHAM AND GLASSON
Draft Minutes of the Meeting of the Parish Council held at Glasson Dock Village Hall
on Monday 12th November 2018 commencing at 7-00 pm.

Present: Councillor Mr D Whitworth (Chair)
Councillor Mr M Hornshaw
Councillor Mrs C Milligan
Councillor Mrs M Stainton
Councillor Mrs E Stott

Two residents attended the meeting

1908 APOLOGIES: There were received from Councillors Bulloch and Lamb

1909 MINUTES: Subject to some minor amendments, it was **RESOLVED** that the Minutes of the meeting held on **Monday 8th October 2018** be approved.

1910 DECLARATION OF INTERESTS AND DISPENSATIONS: There were no declarations of interest or requested dispensation from Members.

1911 ADJOURNMENT FOR PUBLIC DISCUSSION

- 1) **Public Discussion:** Chair of the Glasson Action Partnership reported on works that the group had recently carried out to tidy up the Glasson Gateway area. Members noted that there had been a significant improvement and thanked GAP for their work. Members will consider planting of bulbs in the area as part of ongoing plans.
A resident raised matters relating to the extent of weeds and grass in certain parts of the village with School Lane being a cause for concern; the painting of the railings on the Canal Bridge that had previously been done by the Canal & River Trust on request; the state of the Gateway to Glasson area and problems accessing the Parish Council's website.
Members advised that the Gateway to Glasson and overgrowth of weeds would be considered as part of planned matters to be considered at Agenda item 1917. British Waterways Marinas Ltd (BWML) will be asked to consider painting the railings in the Canal Bridge.
- 2) **Clerks Report:** Members noted updates on actions and resolutions set out in the Clerk's report. Members were concerned about the non-delivery of fixings for the new Bus Shelter which has been received. It was noted that work on developing a Resident's Survey is ongoing.
- 3) **Member updates / matters:** Members raised several issues and matters, including some that are also covered under other items on the Agenda:
 - a) Councillor Stott has met with the Lengthsman to discuss his work and is taking the lead on managing this and coordinating with the responsibilities of other organisations (Lancaster City Council; Lancashire County Council; BWML; Canal & Rivers Trust; Environment Agency) in relation to grounds maintenance and public realm within the parish.
 - b) Members had been previously informed about the works that has recently been undertaken along the sea wall defences by the Environment Agency. Members were initially concerned that the parish council had not been advised prior to the work commencing but EA have now been contacted and the position clarified. EA will soon be carrying out some grass cutting also.
 - c) Powder coming from Glasson Grain when loading and off-loading vessels is still evident.
 - d) Councillors were saddened to be informed that former Councillor Robinson had passed away. His contribution to the Parish Council and the village was acknowledged and it was agreed that a condolence card be sent to his partner and family.
 - e) Further incidents of human waste being left at two different locations were reported. BWML had previously been made aware of this and it was agreed to again draw their attention to this ongoing issue.
 - f) A resident had contacted the Parish Council regarding a right of way matter that the Chair is currently pursuing. He will keep Members informed and any legal, insurance and other implications will be considered at the next Parish Council meeting if necessary.

1912 PLANNING APPLICATIONS & OTHER STATUTORY CONSULTATIONS: The following planning applications were considered:

Application Number:	Description
No new planning applications had been received for consideration	

1913 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 noted that application 18/01142/FUL – hardstanding for a caravan had been withdrawn and that application(s) 18/00902/FUL and related listed building application regarding a proposed change of use of the Victoria Hotel was awaiting decision. Members support for this application, with proposed conditions, had been submitted to the Planning Authority. It was then **RESOLVED** that the decisions of the planning authority to date be noted.

1914 ACCOUNTS FOR PAYMENT: The following accounts were considered for payment:

100348	Mr G Robinson – Lengthsman duties	£ 70.00
100349	Mr R Bailey - Clerks Fees & Expenses	£195.04
100350	Mr D Whitworth – Payment to volunteers for delivery of Newsletter	£ 40.00

Members discussed proposed payments and asked questions on the work that had been carried out by the Lengthsman, suggesting that broad details of the work undertaken be recorded. The Chair informed Members that budget monitoring for 2018/2019 and planning for 2019/2020 would be an Agenda item at the December meeting. It was then **RESOLVED** that the above account(s) be paid

1915 GLASSON ACTION PARTNERSHIP (GAP) FUNDING: Members considered a letter received from GAP requesting funding under Section 137 of the Local Government Act 1972 for the or a reprint of the Tourism Brochure for Glasson Dock. The letter set out that GAP had negotiated a cost of £423 for the re-printing 10,000 copies of the brochure.

Members were asked to consider S137 funding on the basis that the expenditure would be un interest of and bring direct benefit to visitors to and residents of the Parish.

Members noted that in 2011 the Parish Council contributed towards the cost of production of the leaflet rather than pay for the full amount.

After some discussion, it was **RESOLVED** to approve full payment of the cost of re-printing subject to confirmation, at the next meeting of the Parish Council, that no other specific powers exist for this request and confirmation that the amount requested is within the maximum expenditure allowed under Section 137 of the Local Government Act 1972.

1916 DONATIONS – VILLAGE HALLS: Members considered the annual contributions made to Glasson Village Hall and Thurnham Memorial Hall which had not yet been paid. It was noted that previous annual contributions had been £120 and £60 respectively.

After some discussion, it was **RESOLVED** that the annual amount to Glasson Village Hall be increased to £140 and the amount paid to Thurnham Memorial Hall remain at £60, with accounts for the payment for these being approved at the December meeting of the Parish Council.

1917 LENGTHSMAN REPORT: It was reported that Councillor Stott was now taking the lead in co-ordinating the work of the Lengthsman. Councillor Stott reported on recent meetings with the Lengthsman and work carried out in the last month, including tidying up the Picnic area, strimming around the Gateway to Glasson and PRow work.

It was reported that it would be beneficial for the list of duties and programme of work to be reconsidered given changing circumstances in recent months.

This will be compared to previous arrangements and current needs considered with the aim of establishing an adequate budget for this work and to avoid any unreasonable delays in work being undertaken.

There was then a discussion on the state of the Glasson Gateway, the ongoing lack of clear responsibilities for this area and the general poor-quality maintenance of this area by the firm contracted by the Canal and River Trust.

It was then **RESOLVED** that: a revised programme of works to be undertaken by the Lengthsman be developed and budgeted and that Members inform the Clerk of any suggested works for the Lengthsman. It was also **RESOLVED** that actions be taken to clarify responsibilities and address the poor state of the Glasson Gateway.

1918 DRAFT COMMUNITY EMERGENCY PLAN: Members considered the first draft of the Community Emergency Plan which had been put together by Councillor Bulloch. The plan aims to set out what actions the Parish Council and volunteers will do in the event of a major emergency to support residents, property and businesses within the parish and the emergency services. The plan also sets out guidance on how everyone can be more resilient to major events. Members noted that a great deal of interest in a Community Emergency Plan had been generated at the recent *Emergency Planning and Resilience* meeting held at Thurnham Memorial Hall. After some discussion, it was **RESOLVED** that Councillor Bulloch be thanked for her efforts in drafting the first version of a Thurnham & Glasson Community Emergency Plan and that Members consider this in detail for further discussion at the December meeting of the Parish Council.

1919 DATE OF NEXT MEETING: The Clerk advised that the next meeting of the Parish Council will be held on **Monday 3rd December 2018**. The meeting closed at 8:15pm



Clerk to the Council Date:

Chair

Date: