



SALESBURY PARISH COUNCIL

Chairman: Cllr M Wood

Clerk: L Lund

Proceedings at a meeting held on 10 March 2025

Present: Cllrs M Wood [Chair], M Howells [Vice Chair], C Booth, J Westwell, T Westwell, Clerk – Lesley Lund and 4 members of the parish

MIN NO		
114/24	<p>Chair's Welcome</p> <p>The Chair welcomed everyone to the meeting.</p>	
115/24	<p>Apologies for absence</p> <p>None</p>	
116/24	<p>Declarations of Interest</p> <p>Cllr Howells – item 19 – lengthsman update and duties</p> <p>Cllr Booth – item 9 – De fib session</p>	
117/24	<p>Public participation meeting closed 7.01pm</p> <p>First speaker – [1] Sign from A59 entering Copster Geen – any chance of a sign at the entrance from A59 to Copster Green to prevent 'cut throughs' say <i>[Access for residents only]</i> the sign to be similar to the one requesting no exit onto the A59 –</p> <p>Answer - item to be put on the next agenda for discussion and decision</p> <p>[2] Parking at school pick up and drop off times on Lovely Hall Lane – the cars are being parked further down Lovely Hall Lane causing a highway hazard – would it be possible to put stones at the side of the grass to prevent this? As the cars are squeezing inbetween the bollards which were put down.</p> <p>Answer -Photos were requested from the resident prior to contacting PCSO Pemberton</p> <p>[3] Nesting boxes – Lovely Hall Lane – these are fantastic however the speaker has concerns about the ones at ground or near ground level as foxes and even children could access . Cllr Howells confirmed that they were advised by RSPB that Wrens,</p>	<p>Next agenda</p> <p>Next Agenda</p> <p>Cllr Howells – note in the flyer</p>

	<p>Robins and Blackbirds naturally nest at that height. However, something could be put in the flyer to discourage disturbance.</p> <p>[4] Bluebells – speaker may like to comment following agenda item 25.</p> <p>The Chair asked the meeting if there was any objection to moving this item up the agenda following item 6 updates from the minutes and information – the cllrs were unanimously in agreement</p>	
118/24	<p>Approval of the minutes of the meeting held on 2 December 2024</p> <p>The minutes were approved as a true record</p> <p>Proposed: Cllr Wood and seconded by Cllr Booth</p>	
119/24	<p>Updates from the minutes and information</p> <p>Residents Annual Survey – comments sent to the relevant authority -Clerk</p> <p>Planters – now sold for £20 each – total £140.00 [received]</p> <p>Residents survey issues – Dog fouling issues – RVBC Environmental Health to raise with the dog wardens – the dog fouling situation had considerably worsened on the middle green within the last few months – clerk to contact environmental health again at RVBC and Cllr Booth offered to do some signs to be laminated in respect of dog fouling</p> <p>Highway issues potholes etc – acknowledgement from LCC Highways state a response will be sent within 10 days. – clerk will inform the council of any reply</p>	<p>Noted</p> <p>Noted</p> <p>Cllr Booth-in respect of signs</p> <p>Clerk</p>
120/24	<p>Protection of blue bells on Common land near Ashes Farm – raised at the public participation session 02/12/2024</p> <p>Council acknowledge that blue bells have to be protected and will ensure that before any works in this area an impact assessment will be done.</p> <p>Cllr Booth also suggested a sign to warn people of the bluebells.</p> <p>It was suggested that a map showing where the bluebells are is done and also include bluebells as part of the biodiversity policy.</p>	<p>Information</p> <p>Cllr Booth</p> <p>Cllr Howells</p>
121/24	<p>Request to change day of Parish Council meetings</p> <p>Cllr T Westwell asked if either the day of the meetings could be changed or the first 2 Mondays of the month avoided.</p> <p>Following discussion it was unanimously agreed that the meetings remain on Mondays but avoid the first and second Monday of the month</p>	Noted
122/24	<p>Proposed Meeting timetable 2025/2026</p> <p>Monday: 19 May 2025 – Annual meeting of electors start time 6.30pm followed by the Annual Meeting of the Council</p> <p>22 September 2025 – Ordinary meeting</p> <p>24 November 2025 – Ordinary meeting</p> <p>23 February 2026 – Ordinary meeting</p>	Noted
123/24	<p>De-fib session proposals</p> <p>1.Does the Council agree that another De-fib session to be arranged –</p> <p>Decision: unanimously approved to hold another De-fib session</p> <p>2.The supplier has offered a free session – is the Council willing to offer a donation ? as the supplier has already provided 2 other free sessions – yes this was unanimously approved by Council. How much?</p>	<p>Cllrs</p> <p>Booth/Howells/Wood</p>

	<p>Decision: A figure of £200 donation was unanimously approved.</p> <p>3.Training date to be the same as the surgery –</p> <p>Decision: no</p> <p>4. Budget – to agree a budget</p> <p>Decision: Unanimously agreed budget for all associated costs £250.00 to include the £200 donation.</p>	
124/24	<p>Next Cllr Surgery</p> <p>Decision – same date as the litter pick</p>	
125/24	<p>Spring litter pick</p> <p>1.Does the Council want to do another litter pick? – Decision: Yes</p> <p>2. proposed date to be discussed and agreed – Decision: 26 April 2025 subject to the Memorial Hall being available</p> <p>3. Working party to be set up – Decision: no cllrs decided it would be ok without one</p> <p>4.Budget set to include all associated costs – Decision: A budget of £50 was unanimously approved</p>	Memorial Hall to be sought and booked if free for the 26 April
126/24	<p>Resident's Annual Survey 2025 –</p> <p>discussion/decision – timetable/working party/should the working party include residents?</p> <p>Decision[s]: Yes a resident's survey was approved unanimously and Cllr J Westwell suggested that the questions to be worded more carefully</p> <p>Yes a working party of Cllrs Howells and J Westwell – Cllr Howells to lead approved unanimously</p> <p>Yes it was agreed to include residents</p>	Cllrs Howells/J Westwell
127/24	<p>Newsletter and Spring flyer</p> <p>Decision: Yes to a Spring Flyer – to include dates for litter pick/cllr surgery/de-fib /annual meeting of electors 2025/request for residents input re annual survey [if approved]as soon as a date for the de-fib session is confirmed then it will go to print</p>	Cllr Howells
128/24	<p>Planning Applications</p> <p>3/2024/0945 Woodfield Ribchester Road, Langho - Proposed demolition of existing bungalow and garage and erection of a two storey dwellinghouse.</p> <p>SPC- No objection</p> <p>-----</p>	

	<p>3/2025/0013 – Proposed demolition of outbuilding, 2 storey extension to side and rear, canopy over front entrance and associated site works at Wheatley Barn Farm, Longsight Road, Copster Green</p> <p>SPC – no objection providing any bat conditions/recommendations are complied with</p>	
129/24	<p>Meetings attended by Councillors</p> <p>Cllr Wood attended the Parish Council Liaison meeting and information was given re the proposed reorganisation of Local Government [devolution] – minutes of this meeting are on the RVBC website</p> <p>Cllr Howells attended the LALC meeting – the reorganisation of Local Government [devolution] was discussed</p>	Noted
130/24	<p>Permission to instruct Internal Auditor</p> <p>The Chairman proposed that permission given to the Clerk to instruct the internal auditor – it was unanimously approved</p>	Clerk
131/24	<p>Electronic Banking – update</p> <p>Decision: to delegate to Cllr Howells and Clerk</p>	Clerk/ Cllr Howells
132/24	<p>SPID – data received</p> <p>Explanation of data and article for the website was requested – the Clerk to Altham Parish Council advised that the summary of the data is on the first page of the report. Clerk to put on the website and the information to go into the newsletter</p>	Clerk
133/24	<p>To receive Lengthsman's report on works completed, outstanding and new works identified in the Annual Resident's Survey – emergency works since the 2 December meeting</p> <p>The Lengthsman submitted a report outlining the following:</p> <p>Emergency clearance and maintenance of culvert entrances to maintain flow and reduce risk of flooding onto Lovely Hall Lane.</p> <p>Assistance with erection, emergency repairs and removal of the Christmas trees – at no cost to the parish council</p> <p>Assistance with the construction and installation of the 40 birdboxes and bat hotels [still to be installed] made possible from the receipt of the biodiversity grant</p> <p>NEW WORKS – Car park next to the School – cutting back of foliage which is blocking the floodlight</p> <p>Attention Salesbury sign on Hazel Moor</p>	Noted with thanks to the lengthsman
134/24	<p>Reinstatement of FP 30 – to use PROW monies - Decision</p> <p>£500 23/24 and £500 24/25 – a resident asked that this be properly signposted Cllr Howells confirmed that works would be carried out as per the Council's policy.</p>	Cllr Howells and next agenda
135/24	<p>Cul de Sac sign – Albany Drive – this had now been completed by Cllr Howells – the Chairman recorded thanks to Cllr Howells</p>	Cllr Howells
136/24	<p>Asset Register for approval – 2025</p> <p>Decision: unanimously approved with the addition of the lecturn added</p>	

137/24	<p>Risk Assessment for approval 2025</p> <p>Decision: unanimously approved</p>	
138/24	<p>Insurance Review 2025</p> <p>Decision: unanimously approved</p>	
139/24	<p>Accounts for approval</p> <p>Paid in between meetings</p> <p>Lyons Fire and Security £2524.70 CCTV installation</p> <p>Salesbury Memorial Hall £30.00 December meeting chq no 000581</p> <p>G Henderson – materials for bookswap £77.64 chq no 000582</p> <p>G Hendersom – creosote for book swap cabinet £11.12 chq no 000583</p> <p>G Henderson - materials for bookswap £33.00 cheque no 000589</p> <p>G Henderson – materials for bookswap £8.40 cheque no 000594</p> <p>Imperative training £198.60 inv no 1000256698 [annual service of defib taking place March 2025] chq no 000584</p> <hr/> <p>L Lund £542.88 – [Jan-March 2025] + back pay for pay rise from April 2024 @ 8.32 per quarter = £24.96 – tax £113.60 £454.24 cheque no 000585</p> <p>Salesbury Memorial Hall invSMH-2024-277 £30.00 March meeting chq no 000586</p> <p>Little Green Bus donation £100.00 min no cheque no 000593</p> <p>P Bell – invoice 1/2025 £50.00 cheque no 000592</p> <p>M Howells Bird boxes/bat boxes – £350.00 [40 bird boxes and 3 bat boxes] Cheque no 000590</p> <hr/> <p>Lloyds bank are now charging £4.75 monthly to maintain the account</p> <hr/>	
140/24	<p>Park Play - Cllr Janet Westwell had emailed all cllrs with information regarding park play:</p> <p>This initiative was to try and get people to do regular activities for both old and young people this is provided by a company as part of the Active Ribble Valley initiative. Looking for 5 parishes initially. Cllr Westwell advised that Dunsop Bridge was part of the initiative</p> <p>Cllr Westwell would contact them for more details ie were volunteers required or cost implications and then may invite to speak to the Council at the May meeting.</p>	Cllr Janet Westwell – next agenda
141/24	<p>Civility and Respect pledge</p> <p>Cllr Wood reminded cllrs of the pledge made and if cllrs felt that there were any problems to bring them forward for discussion.</p>	Noted- clerk to check whether this was on the website
142/24	<p>To establish protocol for the delivery of items which require other councillors involvement to ensure their availability – Decision and draft protocol to be approved – Cllr Howells had included this in the pack of policies – any amendments to her by mid April.</p>	Next agenda

143/24	Policies – will be updated for 2025 and sent to all cllrs for comments with a deadline of mid April for any amendments so that they can be included within the May agenda The Chair recorded thanks for Cllr Howells for putting the policy pack together.	Next agenda
144/24	Little Green Bus – request for donation Cllr J Westwell proposed £100.00 and this was seconded by Cllr Booth Decision: Unanimously agreed to donate £100.00 to Little Green Bus	
145/24	Next meeting – 19 May Annual meeting of electors 6.30pm followed by the Annual meeting of the Council	