



Lathom South Parish Council

serving our local community

Clerk: Mrs Jane Smith
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Minutes of the meeting of Lathom South Parish Council held at the Cricket Club, Blaguegate Lane, Lathom, WN8 8TY at 7:30 pm on Wednesday 10th July 2024

Councillors in attendance: Cllr Andrew Beeston, Cllr Andrew Chanter, Cllr Carol Blackledge, Cllr Roger Clayton (Chairman), Cllr Ernie Pallas, Cllr Darren Steele and Cllr Andy Taylor

In attendance: Ward Cllr Linda Webster was in attendance.

MINUTES

1. To record apologies for absence

There were no apologies for absence.

2. To receive declarations of interest

There were no declarations of interest.

3. To sign as a correct record the minutes of the meeting held on the 12th June 2024

The minutes of the meeting held on 12th June 2024 were accepted as a true record and duly signed by the Chairman.

4. Public Participation

Ward Cllr Linda Webster provided the following information on behalf of Ward Cllr Ian Rigby:-

- There had been correspondence from WLBC which stated that Shireoaks is, 'a pre-existing Gypsy site which has been present for several years.' However, in the planning application of 2019, planning permission had been granted " for a change of use of the land from agricultural to a mixed use consisting of agriculture (keeping of livestock) and equestrian (the keeping of horses), additional hardstanding area and an all-weather

paddock and drainage ditch." There is no evidence of an application for the site to become a designated Travellers site.

- The amendments to the planning application for 1 Whiteleys Lane had still not been updated on the Planning Portal.

5. Tree Wardens Report

The Tree Warden's report was to be covered under agenda items 6 and 7.

6. To consider the purchase of a replacement Queens Platinum Jubilee tree

Unfortunately, the Cedar tree which had been planted to commemorate the Queens Platinum Jubilee had not survived following a long period of dry weather after the tree was planted. The Weeping Willow tree which was also planted as part of the Jubilee commemorations continues to thrive in a wetter location by the stream. After giving consideration to purchasing a replacement Cedar tree, it was resolved to relocate the commemorative plaque to the Weeping Willow tree which is in a more prominent position. It was resolved not to replace the Cedar tree.

7. To make plans for a community walk around part of the Parish

Rather than calling the walk a 'tree walk' it was agreed to rebrand it as a 'Parish Walk' to allow for another Councillor to lead if the tree warden was unavailable on the day. It was established that the main aim of the walk was to promote Jacobs Wood and Swells Wood. It was agreed that the time scale was too short for planning an autumn walk to link with a flyer for Friends of Jacobs Wood projects. It was agreed to move the walk to the Spring and take advantage of the bluebell season to promote Swells Wood.

8. Update on Friends of Jacobs Wood (FOJW) activities including request for approval of a Facebook page and flyer

Cllr Darren Steele had created a FOJW Facebook page, set up initially as a private page. Councillors were in support of a Facebook page to promote FOJW work party sessions. It was planned that the FOJW Facebook page would be linked to the LSPC website. Cllr Steele advised he would reword a FOJW poster to pre advertise a Spring Parish Walk along with FOJW information and a QR code for a link to work party sessions on the Facebook page.

9. To ratify and authorise payment of accounts presented

OPSTA	140624	Membership	b.t	£10.00
Santander	160624	Bank charges	d.d	£0.15
NEST	260624	Clerk's Pension June 24	d.d	129.57

J Smith	010724	Clerk's salary June 24	s.o	£601.00
Hugofox	080724	Web hosting	d.d	£23.99
Cricket Club	100724	Room hire	b.t	£50.00

The above accounts were ratified and authorised for payment.

The below information on income was noted:-

Income received 1st April – 28th June 2024

NCIL	010524	£7,295.09
Precept	010524	£6,534.00
Precept	080524	£1,380.00
Bank interest	Apr-Jun	£ 592.19
Concurrent 1 st	220524	£ 323.50
National Grid Wayleave	130624	£ 2.17
CCLA income	Apr-Jun	£1,878.46

10. To discuss any current planning issues:

- a) Application No: 2024/0583/FUL
 Proposal: Single storey rear and side extension forming wraparound.
 Site Location: 11 Merdale Way Lathom Skelmersdale WN8 8AS

No comment

- b) Shireoaks – to discuss the development of the site and the scope of previously approved planning permission

This item had been covered under agenda item 4.

11. To request approval for the application for a debit card on the Parish Council Santander current account.

It was resolved to apply for a debit card on the Parish Council Santander current account.

12. To approve the updated Financial Regulations document and consider the updating of Standing Orders

The Clerk and Chairman had reviewed at length the updated Financial Regulations document which had been drafted by NALC. Councillors had been provided with the document, along with some notes made by the Clerk, for their consideration.

The meeting considered recommendations and approved alterations to the document in order to fulfil Lathom South Parish Council operational requirements. The Clerk will amend the document accordingly and bring the updated document to the August Parish Council meeting for final approval and adoption.

13. To discuss the transfer to a '.gov.uk' domain name and email addresses for Councillors possibly linked with a new website host

Although it is not a legal requirement, it has been recommended by the Cabinet Office and the external auditor that Parish Councils should be using '.gov.uk' domain names. The Clerk commented that a '.gov.uk' domain name gives credibility as it is only available to UK public sector organisations, it is strictly controlled and provides greater cyber security.

The Clerk reiterated concerns previously raised regarding Councillors using private email addresses for Parish Council business. The Clerk recommended that all Parish Councillors should each be provided with a '.gov.uk' email address to be used for Parish Council correspondence.

The Clerk explained that only specific registrars are listed as approved providers of '.gov.uk' domains. The registrars charge various rates depending on the requirements of the Parish Council.

Due to issues with accessibility to the current Parish Council website (hosted by Hugofox) the Clerk had investigated having a change of web host to coincide to moving to '.gov.uk'.

The Clerk advised of three options as below:-

- i. Stay with the current web host and pay to convert to a '.gov.uk' domain with only one email address i.e. for the clerk;
- ii. As above plus pay extra for each Councillor to have a '.gov.uk' email address (some providers charge up to £5per month per email address);
- iii. Change to a new web host provider who provides a complete package including email addresses for a fixed annual fee.

The Clerk requested that consideration be given to moving to a Parish Online inclusive package. It was noted that Parish Online does not currently provide the planning tracker which is provided by Hugo Fox. However, Parish Online would transfer the other information on the current website to a new site which is designed to meet the specification of Government guidelines.

The Parish Online subscription package is £350 ex vat per annum which includes web hosting, 20 mailboxes and registration to a '.gov.uk' domain.

The Clerk confirmed the Parish Council would still have complete access to the website to make updates and add documents as required.

The Council considered the proposal and resolved to change to a '.gov.uk' domain name. The Council resolved to order the name 'lathomsouthparishcouncil.gov.uk'.

The Council resolved to provide all Councillors with '.gov.uk' email addresses.

The Council resolved to transfer the website supplier and host to Parish Online at a cost of £350 per annum (ex VAT) which includes Councillor email addresses.

The Clerk advised that Parish Online estimate a time scale of 4 weeks to make the necessary changes. Hugofox require one month notice to close web hosting with them.

14. To discuss possible repairs to the waymarker on FP23/FP21

Councillors discussed options regarding the cracked waymarker post on FP21. It was resolved to make a repair with an appropriately coloured filler.

15. Report from South Lathom Residents' Association (SLRA) for information only

SLRA continued to be in correspondence with WLBC regarding Shireoaks being used as a Traveller site. Ward Cllr Ian Rigby is making enquiries on behalf of SLRA.

Wainhomes have not yet made repairs to FP 101.

16. Exchanges of Information. For information only (no discussion)

There being no other business, the meeting closed at 9.05pm.

**Cllr Roger Clayton
Chairman**

11th September 2024