

The monthly meeting was held at St Chads Primary School, on Monday 11th October at 7.30pm.

Present Chair McDonald; Parish Councillors Bell, Briscoe, Fogarty, B Higham, P Higham, Evans, Yates, and the Clerk.

Apologies Councillors Auwerx, Newall (attended via zoom due to self-isolating), Partington, and Wood

The meeting opened at 7.32pm.

Visitors Borough Councillor Christine Turner and 1 member of the public

The meeting was suspended at 7.33pm to allow Borough Councillor Turner to address the Council.

Councillor Turner introduced herself to the Parish Council and advised that she was attending the meeting to establish if there are any issues she can assist with at Chorley Borough Council. The following issues were raised with Councillor Turner:

Cllr B Higham advised that Union Street has recently been sprayed for weeds, however the footpath at the top of Union Street leading to Carwood Lane was missed on this occasion.

Cllr Bell advised that the weeds along the edges of the zigzag path are still in need of spraying as these obstruct the pathway which is a school route for many children.

Cllr Briscoe advised that the Red Commercial Waste Bins opposite the Top Lock Public house are kept on the Public Highway and are an eyesore in the area. The bins are the responsibility of the Canal & Rivers Trust and are used by the boats that are moored up in this area.

The Parish Council are looking at the installation of 2 CCTV cameras – 1 to be located near the Polo (Co-Op on Chorley Old Road) and 1 near Union Street Play Area. There is no feedback from the ICT Service lead at CBC.

The Canal Basin Project – It was agreed in September 2020 that the Parish Council would be provided with a licence/lease to utilise some parts of the old Canal Basin, namely the Community Garden Area, and a proposed area for a Canal Barge shaped planter (with seating). The matter is currently with CBC Legal who advise they are in the process of arranging the lease with LCC. This has now been ongoing for over a year.

Councillor Turner thanked the Parish Council for raising these issues and advised that she would do her best to follow up on them. The Clerk advised she will email Councillor Turner with more information on the issues tabled.

The meeting was reconvened at 7.36pm.

1. Minutes

*21/10/01 The minutes of the previous meeting were approved, with minor amendments.

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All OK. Cllr Fogarty will advise on the defib at St Chads

Chair

Date.....

4. Planning Matters

New

19 Cross Keys Drive Whittle-Le-Woods Chorley PR6 7TF

Erection of boundary fence and access gate (maximum height 1.82m) to rear boundary of property (retrospective).

Reference 21/01179/FULHH | Alternative Reference PP-10181430

Application Validated Mon 04 Oct 2021 | Status Awaiting decision

When the Carwood estate was proposed to be built, the Parish Council campaigned to ensure that the existing boundary hedge along Carwood Lane should remain so as to mitigate the effect of the new houses on the existing residents of Carwood Lane.

Planning Application 9/92/370 – dated 06/05/1992

The original decision notice from 1992 – please see below:

Clause 16 states: Except as is provided for in the approved plans the hedgerow adjacent to Carwood Lane shall not, in any part, be uprooted or otherwise removed and no access, pedestrian or vehicular, shall be formed to Carwood Lane

The Parish Council therefore object to the planning application as it does not adhere to the Clause of planning consent as outlined above.

8 Spinney Close Whittle-Le-Woods Chorley PR6 7PW

Erection of a single storey rear extension

Reference 21/01150/FULHH | Alternative Reference PP-10230394

Application Validated Mon 27 Sep 2021 | Status Awaiting decision

The Parish Council wish to ensure that due consideration is provided to the neighbours of the property. That all materials used are in keeping with the established dwelling and area, and that property boundaries are not encroached upon in any way.

Crosses Farm Shaw Brow Whittle-Le-Woods Chorley PR6 7HG

Proposed extension to existing office following the demolition of existing link building.

Reference 21/01133/FUL | Alternative Reference PP-10177023

Application Validated Mon 20 Sep 2021 | Status Awaiting decision

The Parish Council wish to ensure that due consideration is provided to the neighbours of the property. That all materials used are in keeping with the established dwelling and area, and that property boundaries are not encroached upon in any way.

14 Burghfield Drive Buckshaw Village Chorley PR7 7FN

Application for works to protected trees - Chorley BC TPO 3 (Whittle-le-Woods) 2007: G1 - 1No. Sycamore and 6No. Birch - reduce branches growing towards house by 1 metre; T1 Oak - 20% Crown thin; and G2 - 15No. Birch - thin group by removing selected branches. Ref. No: 21/01138/TPO | Received: Mon 20 Sep 2021 | Validated: Tue 28 Sep 2021 | Status: Awaiting decision

Passed to Tree Warden

Chair

Date.....

17 Wardle Court Whittle-Le-Woods Chorley PR6 7DQ
Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1996: Oak (T4)
- Prune overhanging branches back to boundary. Open for comment icon
Ref. No: 21/01107/TPO | Received: Mon 13 Sep 2021 | Validated: Thu 16 Sep 2021 | Status:
Awaiting decision
Passed to Tree Warden

15 Lady Crosse Drive Whittle-Le-Woods Chorley PR6 7DR
Application for a certificate of lawfulness for a proposed single storey rear extension (following
demolition of existing conservatory)
Ref. No: 21/01027/CLPUD | Received: Tue 24 Aug 2021 | Validated: Tue 24 Aug 2021 | Status:
Awaiting decision
No comment required

125 Preston Road Whittle-Le-Woods Chorley PR6 7PJ
Detached Garage/Office & Bike Store (including room in the roof)
Ref. No: 21/01034/FULHH | Received: Tue 24 Aug 2021 | Validated: Mon 13 Sep 2021 | Status:
Awaiting decision
*The erection of this building in the front garden does not sit well with the area. It does seem to
be outside of the building line (if there is one). There have been several additions to this
property over the years and this addition would be out of character with the area.*

2 Lord Street Whittle-Le-Woods Chorley PR6 7NF
Section 73 application for the variation of conditions no.1 (approved plans) and no.2 (facing
materials) attached to planning permission ref. 18/00688/FULHH (Raising of roof height, porch
to front elevation and new roof to existing garage) to amend position and scale of outbuilding,
including alterations to proposed roof
Ref. No: 21/01008/FUL | Received: Wed 18 Aug 2021 | Validated: Wed 18 Aug 2021 | Status:
Awaiting decision
*The Parish Council wish to ensure that due consideration is provided to the neighbours of the
property. That all materials used are in keeping with the established dwelling and area, and
that property boundaries are not encroached upon in any way.*

Granted

34 Delph Way Whittle-Le-Woods Chorley PR6 7TG
Single storey extension with roof terrace to rear of property
Ref. No: 21/00913/FULHH | Received: Fri 23 Jul 2021 | Validated: Fri 23 Jul 2021 | Status:
Granted

191 Town Lane Whittle-Le-Woods Chorley PR6 8AG
Extend and alter existing bungalow to create first floor accommodation
Ref. No: 21/00891/FULHH | Received: Tue 20 Jul 2021 | Validated: Tue 20 Jul 2021 | Status:
Granted

Cheeky Monkeys Factory Lane Whittle-Le-Woods Chorley PR6 7YA
 Minor non material amendment to planning permission 20/00483/FUL (Erection of 6no. detached houses with associated infrastructure following demolition of existing buildings) to alter the elevational treatment details to all dwellings and to add a single storey rear element to the dwelling at plot 1 and to widen the associated garage
 Ref. No: 21/00489/MNMA | Received: Tue 20 Apr 2021 | Validated: Tue 20 Apr 2021 | Status: Granted

145 Town Lane Whittle-Le-Woods Chorley PR6 8AG
 Part two storey, part single storey side extension
 Ref. No: 21/00238/FULHH | Received: Sat 27 Feb 2021 | Validated: Mon 01 Mar 2021 | Status: Granted

Refused
 Royle Shaw Hill Whittle-Le-Woods Chorley PR6 7PP
 Permission in principle application for the erection of a detached house and garage
 Ref. No: 21/00852/PIP | Received: Mon 12 Jul 2021 | Validated: Wed 14 Jul 2021 | Status: Objections

5. Matters Arising

Village Hall Insurance Claim
 The Insurance Claim raised in May 2021 has been refused by the Insurance Company. The Clerk with Cllr P Higham will challenge the decision; however, the floor remains in need of urgent repair.
 Cllr Higham proposes that a temporary fix be carried out, whilst the claim is disputed at a cost of approx. £5,000. The existing floorboards would be re-laid and then sanded to provide a usable floor until the floor can be replaced.
 The resolution to provide a maximum of £5,000 to fix the floor was proposed by Chair McDonald and seconded by Cllr Evans. Cllr Newall requested that a budget be assigned to the cost. It was unanimously agreed to use CIL monies.
 The Clerk will continue to follow up with the insurance company.

Quote for the Nature Trail Tree works -
 Estimate for 5 days with tracked chipper is £3950.
 Due to public access to the area and overall condition of trees require work we would need to spend minimum of 5 days in the land to carry out the works.
 This should cover all the work required along the path and if we complete the works sooner than 5 days, we would carry out further works on Ash tree with dieback on Hill top lane.
 All green waste would be chipped on land and logs would be stacked for wildlife habitat piles for bio security and wildlife purposes.
 Unanimously agreed for the work to go ahead.

CIL Funding for Goals for the Whittle-Le-Woods Playing Field (£1900 max. funding agreed in April 2021)
 Order received for the set of goals for **£865.60+vat** to be delivered to the playing field C/O Ian

Chair

Date.....

Curwen.

Unanimous decision for the funding to be provided

Community Orchard. A member of the public is keen to set up a Community Group to care for the Orchard and would like the Parish Council to fund an information Board for the Orchard showing the types of trees and different fruits available.

Cllr Bell advised that he had tried to make contact with the Member of Public but hadn't managed too so far.

The idea of the Information Board was welcomed and will be included as a part of the Whittle Walk project.

Chair McDonald also advised that she has learnt that a large 'Bug hotel' is to be installed in the Community Garden courtesy of Manor Road Primary School.

Cllr Bell also advised that he was been made aware of Beech die back that is now causing problems with trees. There are Beech Trees along the A6 and these may need to be removed in the near future.

Flooding – Telemetry quote received for 3 years - £378+vat

Unanimously agreed.

Parking at Whittle-Le-Woods Primary School during drop off and collection times. The issue of the number of vehicles parked on single yellow lines and on the footpath, restricting access to pedestrians has been raised by a member of the public. Clerk has reported to LCC via website. The Clerk advised that the issue has also been raised with PCSO Cath Flett who advised that parking around the school has not been an issue for some time, but they would keep an eye on the situation.

Parish and Town Council Conference Invitation for Sat 13th Nov 2021, information provided to Parish Council.

Neighbourhood Area Meeting. There is no current update on the last meeting. Whittle-Le-Woods Parish Council are being invited to both the meetings for the Eastern Parishes and the Northern Parishes as both areas closely align with Whittle-Le-Woods.

Chorley Liaison Meeting. The next meeting is to be held on Wednesday 20th October. Cllr Evans and the Clerk will attend the meeting.

The Clerk is to email Councillor Turner regarding the CCTV provision for Whittle-Le-Woods.

Cllr Partington has made a request to purchase Christmas lights for the cottages on Water House Green – (1000 LED 12m/39ft Cluster Christmas Tree Lights for Indoor & Outdoor Use) 7 x £30.97 = £216.79

It was requested to move this item to the next agenda as there is a lack of understanding as to why 7 more sets of lights are required. The original sets were purchased in 2019.

Chair

Date.....

6. Clerks Update

Whittle-Le-Woods Skip Day – Skip Day – 13th or 20th November. Staff provided by CBC. Collection services for vulnerable residents or bulky items. The Clerk has been advised that the cost of the Skips and Staff will be £360. This cost maybe negated through funding via CBC. The Clerk is requested to arrange the Skip Day for the 13th November. The event will be posted on the Website, on Facebook, and on Notice Boards.

Parking on Chorley Old Road – around the Co-op and Mill Lane PCSO recommends using flower planters outside the Co-op to discourage parking directly outside. Emails sent to PCSO Cath Flett and copied to LC Cllr Mark Clifford. Parking on Mill Lane Junction reported online - CO/211006090905.

PCSO Cath Flett has looked into the parking issues and has requested that the owner of the camper van move the vehicle away from the junction of Mill Lane. She suggested that a short-term solution to vehicles parking directly outside the Co-op would be to place rectangular planters along the edge of the pavement which would discourage parking in this area. The Parish Council agreed that this is a good idea and would indeed discourage parking outside the store. The Clerk is requested to seek authorisation from LCC, and the Co-op for the planters and seek quotes for their installation. The planters would need to be rectangular (to avoid taking up too much space on the footpath) and heavy, to ensure they could not easily be moved.

Newsletter – articles on:

Flood Action Group / Whittle Walks Project / Queens Platinum Jubilee Event / Duck Race / Local Scout & Brownies groups / Hockey Club / Football Club.

Cllr B Higham advised that the Seniors Christmas Lunch would not be going ahead this year due to the ongoing uncertainty with the Pandemic, and the reopening of the main Hall.

Lucas Green Lucas Lane Whittle-Le-Woods Chorley PR6 7DA - Ref. No: 21/00900/FUL

The issues regarding the installing of passing places along Lucas Lane need to be escalated as this would have an extremely detrimental effect on Lucas Lane. The Clerk has sent an email to LC Councillor Kim Snape

Christmas 2021

Tree booked for installation on Saturday 27th November. The tree lights installation is booked to follow the installation of the tree, prior to the light switch on.

Chorley Silver Band has been booked to play on the evening of the 5th December.

The Clerk is having some difficulty in securing a Tipi for the event. Chair McDonald advised she would try making some calls. Cllr Newall suggested that a marquee could be purchased if necessary, or Chorley Market may lend out their stall covers for charity events. Cllr Newall has contact details for Chorley Market.

The Clerk advised that it was proving difficult to find the right type of Street Vendors for the event, also licences would be required from CBC and if there needs to be a road closure, this would need to be authorised by LCC. Chair McDonald advised that the vendors she had in mind will not be available. Cllr B Higham suggested that the event should be kept simple and the Parish Council should stick to proving mulled wine only. This was unanimously agreed. Paul Kay should be approached for the use of the PA system for the event.

Chair

Date.....

Queens Platinum Jubilee 2022

The Clerk advised that the formal UK schedule has been issued by Bruno Peake, there is a preference for Beacons

The Clerk asked if the suggested site visit by Lite-alt, should go ahead. It was agreed and Cllr Briscoe advised that he would also meet with the supplier.

It was noted that if the St Chads Football Field were to be used for the beacon, then permission would be required from the Head Teacher Mr Riley.

Update from David Hull, September maintenance:

1. Cut the grass on Cow Well x3
2. Weeded Triangle
3. Cleared around notice board on the A6
4. Strimmed Canal trail cleared up the footpath and litter picked
5. Strimmed around the bench on Cophurst lane

7. Accounts

Outgoings for approval this meeting

Ref	JV	Payee	Detail	Total
dd	21/22-043	Easy Websites	Monthly payment	-£27.60
bacs	21/22-044	Employee 1	October Salary	-£651.05
bacs	21/22-045	Employee 2	October Salary	-£432.54
dd	21/22-046	LLC Pension	Pension payment October	-£359.19
bacs	21/22-047	Aquasition	3 year data hosting and SIM bundle	-£453.60
bacs	21/22-048	HMRC	PAYE Tax Q2	-£1,011.63
bacs	21/22-049	BHIB Ltd	Insurance 2021	-£2,543.22
bacs	21/22-050	PKF Littlejohn	External Audit Fee	-£360.00
bacs	21/22-051	MH Goals	Goals for Whittle Wanderers (CIL)	-£1,038.72

Payments to be authorised via email to Clerk by 2 Bank Account Signatories

8. Any Other Business

Venue for next meeting – agreed to return to St Chads school for the next meeting.

9. Confidential Items

Clerks Leave Requested 25/10/21 to 29/10/21

The meeting closed at 20.48pm. The next Parish Council Meeting will be held on Monday 11th October at 7.30pm at St Chads School.

Chair

Date.....

Payments & Receipts

Whittle-le-Woods Parish Council								
Accounts for 2021 / 22								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/10/2021	*21/10/0	Payment	dd		21/22-043	Easy Websites	Monthly payment	-£27.60
28/10/2021	*21/10/0	Payment	bacs		21/22-044	Employee 1	October Salary	-£651.05
28/10/2021	*21/10/0	Payment	bacs		21/22-045	Employee 2	October Salary	-£432.54
17/10/2021	*21/10/0	Payment	dd		21/22-046	LLC Pension	Pension payment October	-£359.19
11/10/2021	*21/10/0	Payment	bacs		21/22-047	Aquasition	3 year data hosting and SIM bunble	-£453.60
11/10/2021	*21/10/0	Payment	bacs		21/22-048	HMRC	PAYE Tax Q2	-£1,011.63
11/10/2021	*21/10/0	Payment	bacs		21/22-049	BHIB Ltd	Insurance 2021	-£2,543.22
11/10/2021	*21/10/0	Payment	bacs		21/22-050	PKF Littlejohn	External Audit Fee	-£360.00
11/10/2021	*21/10/0	Payment	bacs		21/22-051	MH Goals	Goals for Whittle Wanderers (CIL)	-£1,038.72
Oct Totals								-£6,877.55

Budget Tracking

2021 / 22 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring															
Categories	21/22 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against Budget
Admin Payment	£7,510.00	-£137.70	-£103.00	-£272.36	-£423.00	-£23.00	-£311.05	-£2,866.22						-£4,136.33	£3,373.67
Admin Receipt	£0.00	£54,280.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£54,280.00	£54,280.00
Staffing Payment	£26,843.66	-£2,115.68	-£1,442.78	-£8,198.30	-£2,448.39	-£1,442.78	-£1,442.78	-£2,454.41						-£19,545.12	£7,298.54
War Mem Payment	£2,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£5,040.00
Loan Payment	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98	£0.00	£0.00	£0.00						-£2,519.98	£9,840.02
Maint Payment	£12,360.00	£0.00	£0.00	-£888.00	£0.00	-£50.00	-£1,502.00	-£378.00						-£2,818.00	£9,542.00
Grants Payment	£2,387.49	-£465.50	-£399.00	-£706.48	£0.00	£0.00	£0.00	£0.00						-£1,570.98	£816.51
Project/Misc. Payment	£19,600.00	-£340.00	-£59.26	-£2,077.99	£0.00	£0.00	-£5,448.00	£0.00						-£7,925.25	£11,674.75
Flooding Payment	£2,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£2,500.00
Christmas Payment	£3,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£3,500.00
Interest Receipt		£1.22	£1.38	£1.83	£2.09	£1.92	£0.00	£0.00						£8.44	£8.44
VAT Payment	£0.00	-£4.60	-£17.48	-£420.37	-£84.60	-£4.60	-£1,139.39	-£313.32						-£1,984.36	-£1,984.36
VAT Receipt	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£0.00
Total Receipt	£0.00	£54,281.22	£1.38	£1.83	£2.09	£1.84	£1.92	£1.75	£0.00	£0.00	£0.00	£0.00	£0.00	£54,288.44	£54,288.44
Total Payments	£81,741.15	-£3,063.48	-£2,021.52	-£12,863.42	-£5,475.97	-£1,520.38	-£9,843.22	-£6,877.55	£0.00	£0.00	£0.00	£0.00	£0.00	-£40,500.02	£45,601.13
CIL Payment				-£299.92				-£865.60						-£1,165.52	-£1,165.52
CIL Receipt (Bal C/O)	£82,610.77	£54,385.37	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£54,385.37	£81,445.25
Categories	21/22 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	against Budget
Summary of bank accounts				Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at end of previous month				£594.38	£530.90	£509.38	£897.82	£421.85	£901.47	£515.03					
41346420 - Balance at end of previous month				£132,975.23	£238,641.82	£236,643.20	£224,645.03	£219,647.12	£217,650.88	£205,650.88					
Total bank account balance				£133,569.61	£239,172.72	£237,152.58	£225,542.85	£220,068.97	£218,552.35	£206,165.91	£0.00	£0.00	£0.00	£0.00	£0.00
Precept / CIL Amount to deposit account				£108,665.37	£0.00	£0.00	£0.00	£0.00							
CIL Payments				£0.00	£0.00	£0.00	£0.00	£0.00							
Payments this month				-£3,063.48	-£2,021.52	-£12,863.42	-£5,475.97	-£1,520.38	-£9,843.22						
Receipts this month				£1.22	£1.38	£1.83	£2.09	£1.84							
Unpresented Payments				£0.00	£0.00	£1,251.86	£0.00	£0.00	-£2,543.22						
Unpresented Receipts				£0.00	£0.00	£0.00	£0.00	£1.92							
Balance at month end				£239,172.72	£237,152.58	£225,542.85	£220,068.97	£218,552.35	£206,165.91	£206,165.91	£0.00	£0.00	£0.00	£0.00	£0.00