

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 11th April 2022, at 7.30pm.

Present Chair McDonald; Parish Councillors Auwerx, Bell, Briscoe, Fogarty, B Higham, P Higham, Newall, Yates & the Clerk

Apologies Councillors Evans, Partington and Wood

The meeting opened at 7.30pm.

Visitors 2 Members of the Public

1. Minutes

*22/04/01 The minutes of the previous meeting were approved.

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All ok. Cllr Yates to check Hillside Crescent and advise the Clerk.

The Chair suspended the meeting (7.32pm) to allow the Members of Public to speak.

2 residents of Carwood Lane have attended the meeting.

Both member of the public came to discuss the issue of the hedgerow on Carwood Lane / Cross Keys Drive. Residents of Cross Keys Drive have installed a fence and gate accessing Carwood Lane where the hedgerow should be. Retrospective planning permission has been granted for this.

Other residents of Cross Keys Drive have caused damage to the hedgerow (in 2020), and the hedgerow has not recovered. The gaps left in the hedgerow are now being used as an access way from Carwood Lane into the gardens of Cross Keys Drive, further damaging the hedgerow and wall and banking.

Both incidents are in breach of the original planning decision (9/32/970) clause 16, and the covenants placed on the properties on Cross Keys Drive.

The issue was discussed at length and whether there are planning breaches or civil issues involved.

It was agreed that the Clerk will write to CBC planning enforcement and summarise the situation, requesting that the matter be reconsidered by the planning authority.

Clerk to write to Planning Enforcement.

The Chair reconvened the meeting at 7.55pm.

4. Planning Matters

New

Land 17M West Of 4 Halls Square Whittle-Le-Woods

Erection of 2no. sheds (following demolition of 2no. existing sheds) (resubmission of planning application ref: 21/00706/FUL)

Ref. No: 22/00369/FUL | Received: Thu 31 Mar 2022 | Validated: Thu 31 Mar 2022 | Status: Awaiting decision

Chair

Date.....

The proposed development would be inappropriate development in the Green Belt as stated in the refusal of the original planning application.

If approved the Parish Council would request that a condition be added requiring that no vehicular access to the site be allowed.

Further email sent to planning Officer.

9 Hillside Crescent Whittle-Le-Woods Chorley PR6 7LU

Application for work to a protected tree - Chorley BC TPO 5 (Whittle-le-Woods) 1996: Crown raise and prune two branches growing towards house back by three metres.

Ref. No: 22/00357/TPO | Received: Tue 29 Mar 2022 | Validated: Tue 05 Apr 2022 | Status: Awaiting decision

Passed to Tree Warden – no access has been made despite 4 attempts. Agreed that no comment would be made.

1-3 Hill Top Cottages Shaw Brow Whittle-Le-Woods Chorley PR6 7HQ

Amendment to proposal - New vehicular access point, external landscaping and remodelling of frontages and associated works

Reference: 21/01322/FULHH

Responding to the Notification of amendment dated 01/04/22

*There is no swept path analysis for house no.1 showing how they will exit the parking spaces. Manoeuvring to exit a vehicle where there are 2 vehicles parked is going to be difficult at both houses. The personal access to all cottages from No. 1 seems to be blocked off
Parking difficulties already exist around this area and the sight lines for traffic from these properties will be compromised.*

272 Preston Road Whittle-Le-Woods Chorley PR6 7HU

Amendment to application (23/03/22)

Single storey side/rear extension (following demolition of existing conservatory); entrance gates to maximum height of 1.04m

Reference 22/00026/FULHH | Alternative Reference PP-10533982 | Application Validated Tue 11 Jan 2022

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.

18 Birchin Lane Whittle-Le-Woods Chorley PR6 7NH

Application to discharge conditions nos. 4 (materials) and 5 (arboricultural impact assessment) attached to planning permission ref:21/01264/FULHH (Enlargement of existing front and rear dormers, erection of a single storey rear extension, single storey front extension/porch and alterations to existing access/parking arrangement)

Ref. No: 22/00301/DIS | Received: Tue 15 Mar 2022 | Validated: Tue 15 Mar 2022 | Status: Awaiting decision

No comment required

Granted

Chair

Date.....

3 St Helens Road Whittle-Le-Woods Chorley PR6 7NQ
Single storey rear extension (following demolition of existing conservatory)
Ref. No: 22/00048/FULHH | Received: Tue 18 Jan 2022 | Validated: Tue 18 Jan 2022 | Status:
Granted

125 Preston Road Whittle-Le-Woods Chorley PR6 7PJ
Timber framed open porch to front elevation (retrospective)
Ref. No: 22/00032/FULHH | Received: Wed 12 Jan 2022 | Validated: Wed 12 Jan 2022 | Status:
Granted

Disused Pillbox At Junction With Magill Close Berry Avenue Whittle-Le-Woods
Application for listed building consent for repair works to listed Bofors gun emplacement and
attached pillbox

Ref. No: 22/00027/LBC | Received: Tue 11 Jan 2022 | Validated: Wed 02 Feb 2022 | Status:
Granted

Other
NA

5. Matters Arising

Chorley Liaison Meeting 16 March 2022 – Cllr Evans advised the Clerk that there is no update from the meeting.

Letter to Central Lancashire Local Plan team – Cllr Newall is in the progress of preparing the draft letter.

Flower Baskets for local Businesses. Agreed to go ahead with the baskets this year. Clerk to write to local businesses. Unanimously agreed.

Insurance Claim for Village Hall. The claim has now been accepted and the work has been requoted for. The quotes have been forwarded to the Insurance Company and the work will be completed by M J Fellows. An interim payment of £1900.00 will be made to the Parish Council for the work completed to date, less the £250.00. excess. The cost of the work already completed was £2150.00. The payment of £1900 has not yet been received.

Slow Down Save Lives resources order form from LCC - 250 x Bin Stickers / 1 x Banner (with guidance on installation) / 2 x Adult High Viz Waistcoats.
The usefulness of the pack was discussed and it was agreed that the banner could be placed near St Chads School, and also on Moss Lane at both ends.
Clerk to order the pack.

Chair

Date.....

SpID Guidance and policy received from LCC

No further action decided by the Parish Council. It was agreed that there is no suitable place for a mobile SpID in any potential speed risk areas, and the majority of roads with in the Parish are congested and not given to speeding issues.

Unanimous decision to take no further action.

Cllr Newall commented that if a Community group wished to utilise and maintain SpID’s in the Parish then this would be fully supported.

6. Clerks Update

Zoom software update. The Clerk has received a renewal notice for the Zoom package. It has been cancelled; however, the Clerk asked the Parish council if it wishes for the subscription to be continued.

Agreement to cancel the subscription as it is no longer required, and if necessary, it can be reinstated at some point in the future.

Queens Jubilee

2 requests for grants have been received – to be provided at the next meeting for consideration by the Parish Council. Cllr P Higham advised that the Village Hall Committee would also like to apply for a grant to assist with decorating the hall for the Seniors jubilee party to be held on Sunday 05/06/22.

The events for the Polo have been booked with Odin Events.

The Clerk will liaise with Cllr Briscoe regarding the delivery of the Jubilee Memorabilia to the schools and village hall.

Lamp post Baskets

The GN22 inspections have been requested from Altitude Services. The smaller baskets which meet the LCC specifications have been ordered from Plantscape. The maintenance has been requested from CBC; however, this will not be agreed until the licence is granted by LCC for the baskets.

Canal Basin Licence – response sent to CBC requesting clarification on which areas of the Polo are to be included. Specifically, the Barge Planter, the Flower beds and the Community Garden, and specifically excluding maintenance of the play area and the rest of the Polo facility.

Clerk to continue to chase CBC for a response.

Bench on Chorley Old Road– CIL Funded

The bench has been installed by David Hull

Notice boards on Shaw Brow & Blackburn Road– CIL Funded

Permission has been granted for the 2 noticeboards on Shaw Brow / Blackburn Road – Section 144 Licence (received 14/03/22)

Notice boards ordered for delivery to Cllr Briscoe to install

Cllr Briscoe advised that delivery of the noticeboards has been scheduled and posts for the boards are under installation.

Chair

Date.....

Nature Trail – CIL Funded

Sign for the dangerous bridge/tunnel has been installed by David Hull.

Whittle Walks

LCC advise that they are responsible for the maintenance of all PROW whether or not it is on private land. The requirement of the land owner is to provide access along the line of the footpath.

9-22-FP 62 (Factory Lane to the Cricket ground) – CIL Funded

Bedrock Landscapes have been asked to complete the works and also extend the footpath by approx. 6 feet onto the Cricket field.

Cllr Yates requested that the path be extended a further 6 feet due to the muddiness of the path.

Clerk to seek the landowners permission and advise Bedrock Landscaping of the extension to the requirement.

Cllr Yates will also discuss the hedge cutting with John Walker (Governor at Whittle-le-Woods Primary School)

9-22-FP 47 (Orchard Drive to Moss Lane) – CIL Funded

Works completed and invoice received. Confirmation received from LCC that the stile does not need to be replaced and the footpath can be left open.

9-22-FP 44 (Lady Crosse Drive to Magill Close) – Neighbourhood Area Project

The Parish Council would look to upgrade the footpath and ensure better accessibility for all. The Clerk has entered this footpath as a priority for the Neighbourhood Area meeting (Eastern Parishes / Chorley North.

Chorley Borough Cllr Gordon France has advised that this is being dealt with as a developer issue. The Clerk has requested more information on how the issue is being progressed.

Cllr Newall advised that one of the residents has been planting areas around the path at the top end near McGill Drive. Redrow have also cut back a lot of the greenery. The area now looks much more appealing and it may be possible to install benches or even picnic benches in the area. Cllr Newall will approach local residents to discuss the opportunity further.

Beech Tree on Town Lane – Cllr Briscoe has requested the assistance of Lancashire County Cllr Kim Snape in resolving the issue

Cllr Briscoe advised that the situation with the tree was reviewed just prior to the last Parish Council meeting.

Bench on the A6 (just after the School Brow Bridge)

The bench has been installed and an acknowledgement from the family has been published on the website and social media – project completed

Red dog waste bin to be moved from Whittle-le-Woods Playing Field to a general waste bin, just outside the gates - completed

Chair

Date.....

Signs for Whittle-le-Woods Playing Field have been drafted stating ‘No dogs allowed’ and a quote received. The quote is £319.75 (this included the artwork required)
 The Parish Council agreed to the quote for the signs on the playing fields. Cllr Newall proposed and Cllr B Higham seconded.

The Clerk has also been in touch with CBC regarding the prohibition order for dogs on the playing field. The prohibition is very old and really needs to be updated and restated. The land is for the recreational use of the residents of Whittle-le-Woods and therefore is not in private ownership, therefore a prohibition should be granted by CBC. The Officer has been in touch with the Football Team Committee and advised that people found to be allowing their dogs to foul in this area will be fined or prosecuted.
 Clerk to follow up with CBC.

CIL Funded

Defibrillator for the Royal Oak – prices received from NWAS and communication with the Grant requestors started. Suggested purchase of Lockable Cabinet, Physio Control Defib (with pads and batteries) and Rescue pack - £1610.00+vat

The Clerk advised that an email has been received and that the defib committee based at the Royal Oak are willing to look after and monitor the defib. The building Owner and Tenant have agreed to the installation of the defib and that they will pay the ongoing power charges for the unit.

There was some discussion regarding rescue packs for the 4 defibs in the care of the Parish Council and it was agreed to order additional rescue packs to ensure all units contain the required kit.

Cllr P Higham proposed purchasing the kit required for the Royal Oak defib plus packs for the defibs maintained by the Parish Council. Cllr B Higham seconded.

The Clerk has made several reports made to CBC and LCC – Zigzag trees being cut down / Obstruction of Public Footpath / Rubbish in tree / dog fouling at Whittle-le-Woods Playing Field / Replacement hedgehog sign for Dolphin Brow

7. Accounts

Outgoings for approval this meeting

	Ref	JV	Payee	Detail	Total
*22/04/02	dd	22/23-001	Easy Websites	Monthly payment	-£27.60
*22/04/03	bacs	22/23-002	Employee 1	April Salary	-£683.47
*22/04/04	bacs	22/23-003	Employee 2	April Salary	-£461.13
*22/04/05	dd	22/23-004	LLC Pension	Pension payment April	-£359.19
*22/04/06	bacs	22/23-005	W-L-W Playing Field Trust	Grant	-£500.00
*22/04/07	bacs	22/23-006	Bedrock Landscapes	Orchard Drive Footpath - Culvert installed	-£2,940.00
*22/04/08	bacs	22/23-007	HMRC	PAYE Q4	-£1,150.38

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

The Clerk advised that the April payment of CIL monies for April 2022 will be £5,447.47

Chair

Date.....

8. Any Other Business

Venue for next meeting – agreed as The Village Hall at 7.30pm

- Cllr Yates Advised that he had recently watched the Whittle Wanderer’s U12 and they played a great match and are now in the final to be played at the end of April.

- Cllr Bell The daffodils have been a really good show this year and have made the village look really pretty.

- Cllr Briscoe Advised that the Parish Council flag has been removed for repairs but will be reinstalled on the flagpole shortly.

- Cllr Fogarty The kissing gate on Copthurst Lane is in need of repair. The Clerk advised that this has been reported to the PROW team at LCC, however it could be possible for the Parish Council to repair the gate or replace with a simple shutting gate (possibly with the assistance of the Chorley Ramblers). The Clerk will check with the PROW team.

9. Confidential Items

NA

The meeting closed at 8.57pm. The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 9th May.

Chair

Date.....

Payments & Receipts

Whittle-le-Woods Parish Council								
Accounts for 2022 / 23								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/04/2022		Payment	dd	Y	22/23-001	Easy Websites	Monthly payment	-£ 27.60
28/04/2022		Payment	bacs	Y	22/23-002	Employee 1	April Salary	-£ 683.47
28/04/2022		Payment	bacs	Y	22/23-003	Employee 2	April Salary	-£ 461.13
17/04/2022		Payment	dd	Y	22/23-004	LLC Pension	Pension payment April	-£ 359.19
11/04/2022		Payment	bacs		22/23-005	W-L-W Playing Field Trust	Grant	-£ 500.00
11/04/2022		Payment	bacs		22/23-006	Bedrock Landscapes	Orchard Drive Footpath - Culvert installed	-£ 2,940.00
11/04/2022		Payment	bacs		22/23-007	HMRC	PAYE Q4	-£ 1,150.38
April Totals								-£ 6,121.77

Chair

Date.....

Budget Tracking

2022 / 23 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring															
Categories	22/23 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against Budget
Admin Payment	£8,670.00	-£23.00												-£23.00	£8,647.00
Admin Receipt		£0.00												£0.00	£0.00
Staffing Payment	£24,000.00	-£2,654.17												-£2,654.17	£21,345.83
War Mem Payment	£2,000.00	£0.00												£0.00	£5,040.00
Loan Payment	£5,040.00	£0.00												£0.00	£18,250.00
Maint Payment	£18,250.00	£0.00												£0.00	£18,250.00
Grants Payment	£1,000.00	£0.00												£0.00	£1,000.00
Project/Misc. Payment	£13,100.00	-£500.00												-£500.00	£12,600.00
Flooding Payment	£2,500.00	£0.00												£0.00	£2,500.00
Christmas Payment	£3,500.00	£0.00												£0.00	£3,500.00
Interest Receipt		£1.95												£1.95	£1.95
VAT Payment	£0.00	-£494.60												-£494.60	-£494.60
VAT Receipt														£0.00	£0.00
Total Receipt		£1.95	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1.95	£1.95
Total Payments	£78,060.00	-£3,671.77	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£3,671.77	£84,638.23
CIL Payment		-£2,450.00												-£2,450.00	-£2,450.00
CIL Receipt (Bal C/O)	£173,383.95													£173,383.95	£170,933.95
Categories	22/23 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	Sep	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at end of prev month				£1,221.30											
41346412 - Balance at end of prev month				£223,578.93											
Total bank account balance				£224,800.23											
Precept / CIL Amount to deposit account															
CIL Payments				-£2,450.00											
Payments this month				-£3,671.77											
Receipts this month															
Unpresented Payments															
Unpresented Receipts															
Balance at month end				£218,678.46											

Chair

Date.....