

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 11<sup>th</sup> July 2022, at 7.30pm.

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

Apologies Councillor’s Fogarty, Newall, Partington, Wood

The meeting opened at 7.30pm.

Visitors 1 Member of the Public

1. Minutes

\*22/07/01 The minutes of the previous meeting were approved.

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

St Chads & Hillside Crescent OK. Cllr Briscoe will check Town Lane and Waterhouse Green and advise the Clerk.

The meeting was adjourned at 7.33pm for Public Participation.

The member of public (MOP) suggested to the Parish Council that a Community Clean-up of the Canal Basin could be undertaken, and that he is willing to become involved and gather support from local residents. This could be followed up with a bigger project to provide an attractive area for the community and improve the habitat for local wildlife, if this would be supported by the Parish Council.

Cllr B Higham advised that she and Cllr P Higham actually own the land, but it is leased to LCC which in turn has leased it to the Parish Council. The MOP suggested that proof of the leases and ownership may be required if funding for a larger scale project were to be sought.

Cllr Evans joined the meeting at 7.36pm

The MOP suggested that the Parish Council (with support) could bid for more funding and create a proper nature reserve, this would require the approval and support of the Parish Council. Alternatively, it could be just a litter pick and tidy up.

There will be a need to agree possible solutions and propose ideas for a way forward., and it may be possible to borrow equipment from the local flood group or landscapers. It would be good to have a pontoon type pond dipping station like Withnell Fold. He advised that he is not proposing anything, just making suggestions for a possible outcome. Willing to approach the Co-op for Community funding or even the Lottery if the project is big enough.

Chair McDonald suggested that a tidy up of the rubbish should be carried out first.

Cllr Bell advised that in the past there has been a lot of water in the basin, but the quarries no longer drain into it and it gets dry at times and stagnant. The basin also drains through Hillside Crescent and Mill Street, it is currently silted up.

Chair .....

Date.....

The mop suggested that the area could be a good habitat and clean up could be fairly easy to arrange, anything further and proper advice would be required.

Cllr Bell advised that a tree survey and works has been recently carried out by the Parish Council. The tree surgeon was Treexpert. They left logs behind to create habitats for wildlife. The mop public suggested the project could be capital funded, there isn't a desire to change the area but enhance it and make it a welcoming nature reserve.

Cllr Yates advised that there used to be an annual clean-up of the basin. Cllr B Higham stated that all the rubbish was generally thrown back in following the clean-up.

Cllr P Higham advised that really the silt needs to be removed and that has become difficult as the wall has been built up.

The mop advised that both the bridge and the tunnels are grade ii listed which makes it very interesting and he would be happy to move the project forward.

Chair McDonald suggested that a date be set.

It was agreed that the clean-up will take place on Saturday 20/08/2022.

The Clerk is to arrange a skip for use for the day.

The mop will look at the Co-op providing some free refreshments.

Cllr B Higham asked if the Parish Council can apply to the lottery for funding?

The mop advised that the rules have been altered and the Parish Council could now apply for funding, but there may be a requirement to contribute, especially if CIL funding is available.

The drainage and water supply would also need to be considered.

Chair McDonald suggested returning to the next meeting with a more detailed proposal for the Parish Council to consider. The mop advised it would require some time to set up.

The Clerk requested that Cllr P Higham provide a copy of any leases he may have regarding the Canal Basin.

It was then discussed having a general Tidy Up skip day at the same time, however Cllr P Higham advised that they should be separate events, and he has a grappling hook which could be used on the basin. He suggested that a clean-up day should be earlier and proposed the 13/08/22.

The Clerk is to arrange the skips for the events.

The MOP left the meeting at 8pm.

4. Planning Matters

New

94 Blackburn Road Whittle-Le-Woods Chorley PR6 8LG

dormer to front roof plane and balcony to rear

Reference 22/00677/FULHH | Alternative Reference PP-11327915

Application Validated Wed 15 Jun 2022 | Status Awaiting decision

*There is concern about the privacy of the neighbours due to the rear balcony.*

*The front dormer looks out of place.*

Chair .....

Date.....

209 Town Lane Whittle-Le-Woods Chorley PR6 8AG  
Erection of Flat Roof Out Building  
Reference 22/00686/FULHH | Alternative Reference PP-11331859  
Application Validated Thu 16 Jun 2022 Status Awaiting decision  
*Cllr Briscoe has declared an interest in this application and will not engage in any discussion or comment*  
*The Parish Council wish to ensure that the building is not on greenbelt but is within the curtilage of the property.*

Land Adjacent Dolphin Rise Millstone Close Whittle-Le-Woods  
Erection of 2no. detached dwellings  
Reference 22/00572/FUL | Alternative Reference PP-11275249  
Application Validated Wed 08 Jun 2022 | Status Awaiting decision  
*There is no mention of the previous application 20/01088/FUL for a single dwelling which was approved. The access on to Chorley Old Road is already a dangerous one due to the sharp bend on Dolphin Brow. Further development will only make this worse. The inclusion of solar panels on land to the rear should be subject to a separate application. The houses are spaced too close together when compared to the existing houses on Millstone Close. There is no electricity supply shown to the FW Treatment Plant. This application should be refused.*

Granted

21 The Ridings Whittle-Le-Woods Chorley PR6 7QH  
Application for a certificate of lawfulness for a proposed single storey rear extension  
Ref. No: 22/00545/CLPUD | Received: Wed 18 May 2022 | Validated: Wed 18 May 2022 |  
Status: Granted

4 Orchard Drive Whittle-Le-Woods Chorley PR6 7JZ  
Application for a certificate of lawfulness for a proposed single storey rear extension (following demolition of existing conservatory)  
Ref. No: 22/00530/CLPUD | Received: Mon 16 May 2022 | Validated: Thu 19 May 2022 |  
Status: Granted

4 Southall Grove Buckshaw Village Chorley PR7 7FQ  
Application for a certificate of lawfulness for a proposed single storey rear extension  
Ref. No: 22/00526/CLPUD | Received: Sun 15 May 2022 | Validated: Mon 16 May 2022 |  
Status: Granted

19 Orchard Drive Whittle-Le-Woods Chorley PR6 7JZ  
Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: T1 Oak  
- Crown reduction of up to 1.5 metres  
Ref. No: 22/00503/TPO | Received: Tue 10 May 2022 | Validated: Mon 16 May 2022 | Status:  
Granted

67 Preston Road Whittle-Le-Woods Chorley PR6 7PG

Pitched roof to replace flat roof of existing two storey rear extension and retiling of existing roof of dwellinghouse

Ref. No: 22/00450/FULHH | Received: Thu 21 Apr 2022 | Validated: Mon 09 May 2022 | Status: Granted

9 Foxglove Drive Whittle-Le-Woods Chorley PR6 7SG

Erection of a detached outbuilding to accommodate a garden room

Ref. No: 22/00427/FULHH | Received: Wed 13 Apr 2022 | Validated: Wed 13 Apr 2022 | Status: Granted

6 Snape Drive Whittle-Le-Woods Chorley PR6 7FY

Part first floor side extension, part single storey rear extension

Ref. No: 22/00382/FULHH | Received: Sat 02 Apr 2022 | Validated: Mon 04 Apr 2022 | Status: Granted

Beechwood Parkside Drive Whittle-Le-Woods Chorley PR6 7PL

Outline application (specifying access, appearance, layout and scale) for the erection of 1no. detached dwelling and associated drive access in existing garden

Ref. No: 21/00930/OUT | Received: Wed 28 Jul 2021 | Validated: Mon 16 Aug 2021 | Status: Granted

Other

Fig Tree House Barn Tanhouse Lane Whittle-Le-Woods Chorley PR6 8FD

Minor non-material amendment to planning permission ref: 21/00520/FUL (Conversion of existing barn to dwellinghouse, including two storey extension with glazed link to house) involving the erection of a single storey extension

Ref. No: 22/00454/MNMA | Received: Sat 23 Apr 2022 | Validated: Tue 17 May 2022 | Status: Unknown

Comment from Planning:

The proposal would increase the size of the development which warrants further Green Belt assessment and also consideration of design matters. In addition, the proposed extension would attach to an approved single storey side extension and due to the proximity of the proposed extension to the boundary with the neighbouring residential property, The Elms, it is considered that there is potential for greater impact on the amenity of the occupiers of this property The proposed amendment, therefore, requires further detailed assessment and further publicity which is outside the scope of S96A of the Town and Country Planning Act 1990. I can confirm, therefore, that the proposed amendment cannot be accepted as a nonmaterial amendment to the approved development and the application is hereby refused.

Chair .....

Date.....

5. Matters Arising

The draft lease for the project at the Old Canal Basin has been issued by Chorley Borough Council.

There was discussion as to the process proposed by CBC. Cllr B Higham proposed that the project should be dismissed. Chair McDonald seconded the proposal.

Cllr Bell proposed that the project should continue. Cllr P Higham seconded the proposal. The issue was put to the vote. The outcome was 2 for and 8 against continuing with the project. It was therefore resolved to scrap the project.

The Clerk will write to CBC advising that the lease is no longer required and that the project will not be going ahead. The Clerk suggested that that the funding could possibly be re-applied for to fund the regeneration of the Canal Basin.

The Clerk requested that the Charity Accounts signatories (Cllrs B Higham and Chair McDonald) sign forms provided by CCLA regarding money laundering regulations

Newsletter distribution – the distribution areas have been updated. Agreement is required as to which areas will be completed by Greenman Marketing.

The Clerk advised that there have been issues with the production of the Summer edition of the newsletter due to problems with the laptop.

It was discussed and agreed to cancel the Summer edition of the Newsletter, and then moving forward the Clerk will make enquiries with Greenman Marketing to produce and distribute the Newsletter on behalf of the Parish Council.

The issues with the Clerks Laptop were discussed and it was agreed that the Clerk will take into a local PC repair shop to be looked at. At the same time 3 old laptops will be wiped and recycled to Charity.

A member of the public has reported 2 stiles in a poor state of repair on footpath numbers 9-22-FP 34 and 9-22-FP 35.

The Clerk is requested to ask David Hull to repair both stiles.

Chair McDonald proposed a further Youth event before the end of the summer holidays. It was discussed and agreed that the best date would be the 3<sup>rd</sup> September 2022. The Clerk is requested to arrange for the provision of the bungee trampolines plus an additional item such as the climbing wall.

Clerk to book with Odin Events and request the required licences from CBC.

An email has been received regarding the cutting of the grass at the Community Garden. The Parish Council agreed to ask David Hull to carry out a monthly cut of the grass for the remainder of the season this year, and then to add into the maintenance contract for subsequent years.

Chair .....

Date.....

An email has been received regarding access to the Playing Field. A member of the public has queried as to why there is still no access to the playing fields and that the Contractors fencing is still in place.

Cllr Yates advised that the fence is being removed shortly.

Cllr Bell advised that the issue with dog fouling is the main reason for limiting access. This does penalise responsible dog owners, however people have been seen allowing their dogs to foul on the football pitch and not clearing this up. The restrictions applied to Children’s play areas should have been extended to cover all playing fields. Cllr Auwerx added that some people just pick up using a bag and then discard the bags which causes another issue.

Cllr Briscoe advised that he had visited the site on the 7<sup>th</sup> July and was very impressed with the amount of work and effort that has gone into creating a really good pitch and playing fields. He noted that the signs need moving and that he has repaired the CBC no dog’s sign.

The Clerk advised that she has been informed since then that the CBC sign has been removed completely.

The Clerk is to request CBC to install a new sign.

Cllr Bell advised that the new dugout has been installed. The Clerk advised that she has been informed of bottles and cans left in the dugout and also thrown into the adjacent Farmers field, which may cause an issue to livestock.

6. Clerks Update

Purchase of Defib for Royal Oak – Order placed

Purchase of ancillaries for Hillside Crescent and packs for 3 defibs ordered

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 – Order received and kit provided at the meeting

Zigzag path reported

Duke / Moss Bridge Coping stones reported

Canal Basin Lease chased

Footpath at Factory Lane chased

Refund requested from Odin Events

Retraction of statement regarding parked vehicles on Carwood Lane made to Planning Enforcement

David Hull requested to mow the Community Garden once a month in mowing season

CBC requested to install raised beds at Community Garden.

Chair .....

Date.....

## 7. Accounts

Outgoings for approval this meeting

	Ref	JV	Payee	Detail	Total
*22/07/02	dd	22/23-042	Easy Websites	Monthly payment	-£27.60
*22/07/03	bacs	22/23-043	Employee 1	July Salary	-£713.28
*22/07/04	bacs	22/23-044	Employee 2	July Salary	-£461.13
*22/07/05	dd	22/23-045	LLC Pension	Pension payment July	-£371.73
*22/07/06	bacs	22/23-046	HMRC	PAYE Q1	-£1,101.72
*22/07/07	bacs	22/23-047	Plantscape	Lamp post baskets 2022	-£3,208.80
*22/07/08	bacs	22/23-048	DCL Electrical Services	WLW Playing Field Electrical Cert	-£120.00
*22/07/09	dd	22/23-049	PWLB	PWLB Repayment	-£2,519.98
*22/07/10	bacs	22/23-050	Peter Higham	Hanging Basket Expenses	-£3.70
*22/07/11	bacs	22/23-051	W-L-W Scouts	Power for Jubilee event	-£20.00
*22/07/12	bacs	22/23-052	Defib Shop	Ancillaries for HSC	-£168.00
*22/07/13	bacs	22/23-053	Defib Shop	Defib for Royal Oak	-£1,728.00

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

## 8. Any Other Business

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

Cllr Briscoe            Reported the hedges on the corner of Kem Mill Lane and the A6

Cllr B Higham            The Ivy on the 1 Hillside Cottage, Carwood Lane is growing across the footpath and requires removal

Cllr Evans                Speeding on Dolphin Brow is still a major issue.

## 9. Confidential Items

Time sheet and annual leave record for the Clerk have been provided.

The meeting closed at 9pm. The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 8<sup>th</sup> August.

Chair .....

Date.....

## Payments &amp; Receipts

<b>Whittle-le-Woods Parish Council</b>								
<b>Accounts for 2022 / 23</b>								
<b>Date</b>	<b>Minute ref</b>	<b>Receipt / Payment</b>	<b>Ref</b>	<b>R</b>	<b>JV</b>	<b>Payee</b>	<b>Detail</b>	<b>Total</b>
01/07/2022		Payment	dd		22/23-042	Easy Websites	Monthly payment	-£ 27.60
28/07/2022		Payment	bacs		22/23-043	Employee 1	July Salary	-£ 713.28
28/07/2022		Payment	bacs		22/23-044	Employee 2	July Salary	-£ 461.13
17/07/2022		Payment	dd		22/23-045	LLC Pension	Pension payment July	-£ 371.73
11/07/2022		Payment	bacs		22/23-046	HMRC	PAYE Q1	-£ 1,101.72
11/07/2022		Payment	bacs		22/23-047	Plantscape	Lamp post baskets 2022	-£ 3,208.80
11/07/2022		Payment	bacs		22/23-048	DCL Electrical Services	WLW Playing Field Electrical Cert	-£120.00
27/07/2022		Payment	dd		22/23-049	PWLB	PWLB Repayment	-£2,519.98
11/07/2022		Payment	bacs		22/23-050	Peter Higham	Hanging Basket Expenses	-£3.70
11/07/2022		Payment	bacs		22/23-051	W-L-W Scouts	Power for Jubilee event	-£20.00
11/07/2022		Payment	bacs		22/23-052	Defib Shop	Ancillaries for HSC	-£168.00
11/07/2022		Payment	bacs		22/23-053	Defib Shop	Defib for Royal Oak	-£1,728.00
<b>July Totals</b>								<b>-£8,547.94</b>

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	-£773.21	-£46.70									-£865.91	£7,804.09	
Admin Receipt		£0.00	£1,900.00	£108.00	£0.00									£2,008.00	£2,008.00	
Staffing Payment	£24,000.00	-£2,715.88	-£1,516.33	-£1,516.33	-£2,618.05									-£8,366.59	£15,633.41	
War Mem Payment	£2,000.00	£0.00	-£2,000.00	£0.00	£0.00									-£2,000.00	£3,040.00	
Loan Payment	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98									-£2,519.98	£15,730.02	
Maint Payment	£18,250.00	£0.00	-£935.15	-£924.00	£0.00									-£1,859.15	£16,390.85	
Grants Payment	£1,000.00	-£500.00	-£520.83	-£200.00	£0.00									-£1,220.83	-£220.83	
Project/Misc. Payment	£13,100.00	£0.00	£0.00	-£1,769.17	-£2,674.00									-£4,443.17	£8,656.83	
Flooding Payment	£2,500.00	-£145.25	£0.00	£0.00	£0.00									-£145.25	£2,354.75	
Christmas Payment	£3,500.00	£0.00	£0.00	£0.00	£0.00									£0.00	£3,500.00	
Interest Receipt		£15.34	£24.17	£22.36	£0.00									£61.87	£61.87	
VAT Payment	£0.00	-£523.65	-£602.38	-£586.29	-£539.40									-£2,251.72	-£2,251.72	
VAT Receipt		£0.00	£0.00	£0.00	£0.00									£0.00	£0.00	
<b>Total Receipt</b>		£15.34	£7,371.64	£130.36	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,069.87	£2,069.87	
<b>Total Payments</b>	<b>£78,060.00</b>	<b>-£3,907.78</b>	<b>-£5,597.69</b>	<b>-£5,769.00</b>	<b>-£8,398.13</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£23,527.35</b>	<b>£64,782.65</b>	
CIL Payment		-£2,450.00	-£2,779.75	-£629.57										-£5,859.32	-£5,859.32	
CIL Receipt (Bal C/O)	£173,383.95		£5,447.47											£178,831.42	£167,524.63	
Categories	22/23 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	against Budget	
<b>Summary of bank accounts</b>				<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	
41346412 - Balance at end of prev month				£1,221.30	£863.52	£586.08	£1,152.51									
41346412 - Balance at end of prev month				£223,578.93	£276,664.27	£274,135.91	£269,158.27									
<b>Total bank account balance</b>				<b>£224,800.23</b>	<b>£277,527.79</b>	<b>£274,721.99</b>	<b>£270,310.78</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
Precept / CIL Amount to deposit account																
CIL Payments				-£2,450.00	-£2,779.75	-£629.57	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Payments this month				-£3,907.78	-£5,597.69	-£5,769.00	-£8,398.13	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Receipts this month				£15.34	£7,371.64	£130.36	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Unpresented Payments					-£1,800.00	£1,774.17										
Unpresented Receipts				£59,070.00		£82.83										
<b>Balance at month end</b>				<b>£277,527.79</b>	<b>£274,721.99</b>	<b>£270,310.78</b>	<b>£261,912.65</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>

Chair .....

Date.....