

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, August 13th, 2018.

Present Chairman Bell, Parish Councillors Briscoe, Evans, B Higham, P Higham, McDonald, Partington, Yates, and the Clerk.
2 members of the public were also present for part of the meeting.

Apologies Councillors Candlish, Fogarty, and Newall
The meeting opened at 7:34 pm.

1. Minutes

*18/08/01 The minutes of the previous meeting were approved and signed.

2. Changes in Declarations of Interest

None

3. Defibrillator checks

All have been checked and are in working order. Councillor Briscoe advised that the Defib at Town Lane requires a handle in order to open the cabinet more easily. It was agreed that he will fit this.

4. Planning Matters

Comments on the following new applications will be sent to the Planning Department:

New

152 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA

Notification of a proposed single storey rear extension measuring 3.45m in depth, with eaves height of 2.47m and a maximum height of 3.75m (following demolition of existing single storey rear extension)

Ref. No: 18/00699/PDE | Received: Wed 18 Jul 2018 | Validated: Wed 18 Jul 2018 | Status: Awaiting decision

Noted by Parish Council

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

Application for works to a protected tree: Chorley BC TPO no. 4 (Whittle-le-Woods) 1996: Ash tree - reduce canopy overhanging number 20's rear garden by 1-1.5m subject to appropriate pruning points, ensure clearance from property by 3m.

Ref. No: 18/00697/TPO | Received: Tue 17 Jul 2018 | Validated: Tue 17 Jul 2018 | Status: Awaiting decision

Tree Warden has assessed, and agrees with the proposed works.

2 Lord Street Whittle-Le-Woods Chorley PR6 7NF

Raising of roof height, porch to front elevation and new roof to existing garage

Ref. No: 18/00688/FULHH | Received: Fri 13 Jul 2018 | Validated: Fri 13 Jul 2018 | Status: Awaiting decision Please consider neighbours and materials.

16 Stamford Drive Whittle-Le-Woods Chorley PR6 7HP

Application for works to a protected tree: Chorley BC TPO no. 12 (Whittle-le-Woods) 1992: Alder tree (T12) - reduce branches touching neighbouring property by 1.5 m to prevent damage to neighbours roof.

Ref. No: 18/00659/TPO | Received: Fri 06 Jul 2018 | Validated: Fri 06 Jul 2018 | Status:

Chairman Date.....

Awaiting decision

Already passed to Tree Warden, and approved, and comments submitted

High Trees Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to a protected tree: Chorley BC TPO no. 9 (Whittle-le-Woods) 1990 - Cherry tree - fell and replace with another cherry tree. Second cherry tree requires pruning to encourage regrowth.

Ref. No: 18/00750/TPO | Received: Wed 01 Aug 2018 | Validated: Wed 01 Aug 2018 | Status: Awaiting decision

Tree Warden has assessed, and agrees with the proposed works.

Crostons Farm Stables Lucas Lane Whittle-Le-Woods Chorley PR6 7DA

Application for works to a protected tree: Chorley BC TPO no. 12 (Whittle-le-Woods) 1992: Sycamore (T34) - Fell.

Ref. No: 18/00745/TPO | Received: Tue 31 Jul 2018 | Validated: Tue 31 Jul 2018 | Status: Awaiting decision

Tree Warden has assessed, and agrees with the proposed works.

David Lloyd Leisure Moss Lane Whittle-Le-Woods Chorley PR6 8AB

Discharge of conditions of permission 18/00483/FUL - Condition 5 (surface water drainage scheme).

Ref. No: 18/00730/DIS | Received: Wed 25 Jul 2018 | Validated: Mon 30 Jul 2018 | Status: Awaiting decision

Parish Council consulted, and have a neutral response.

Dodd Cottage 37 Langdale Grove Whittle-Le-Woods Chorley PR6 7NU

Application to discharge conditions 3 (facing materials), 7 (ground surfacing materials), 9 (landscaping), 10 (boundary treatment) and 13 (Dwelling Emission Rate) attached to planning permission 16/01168/FUL - Erection of detached dwelling with integral garage including excavation of land and retaining structures to form access and parking

Ref. No: 18/00578/DIS | Received: Thu 07 Jun 2018 | Validated: Mon 11 Jun 2018 | Status: Awaiting decision

Please consider neighbours and materials.

The Croft Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to protected trees: Chorley BC TPO no. 2 (Whittle-le-Woods) 1991: Oak (Tree no.1) - Crown clean/deadwood as part of a 10% crown thin. Crown raise 7m Oak (Tree no.2) - Crown clean/Deadwood as part of a 5% crown thin. Crown raise to first union Oak (Tree no.3) - Crown clean/deadwood as part of a 10% crown thin

Ref. No: 18/00752/TPO | Received: Wed 01 Aug 2018 | Validated: Wed 01 Aug 2018 | Status: Awaiting decision

Tree Warden has assessed, and agrees with the proposed works.

206 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA

Application for works to protected trees: Chorley BC TPO no. 1 (Whittle-le-Woods) 2010: T1 Beech - Crown Reduction x 3 metres to the East and North and x 2.5 metres to the West - also Crown Clean

T2 Sycamore - Crown Reduction x 2.5 metres to the south and west and 3 metres to the East - also Crown Clean

Reference: 18/00767/TPO

Tree Warden has assessed, and agrees with the proposed works.

Gelston Dawson Lane Whittle-Le-Woods Chorley PR6 7DT
Erection of ancillary outbuilding to be used in association childrens nursery and construction of car park extension.

Reference: 18/00763/FUL

The Council supports this application due to the additional need for nursery school places in the area, however please ensure consideration is given to the materials used to ensure the new building is in keeping with the established buildings, and also please give consideration to the plot being on green belt land.

Granted

1 Berry Avenue Whittle-Le-Woods Chorley PR6 7FX

Certificate of Lawfulness for proposed raised planting beds

Ref. No: 18/00536/CLPUD | Received: Tue 22 May 2018 | Validated: Tue 22 May 2018 |

Status: Granted

St Chad's Catholic Primary School Blackburn Road Whittle-Le-Woods Chorley PR6 7DJ

Construction of footpath and erection of access gate, retaining wall and fencing

Ref. No: 18/00522/FUL | Received: Fri 18 May 2018 | Validated: Thu 24 May 2018 | Status:

Granted

David Lloyd Leisure Moss Lane Whittle-Le-Woods Chorley PR6 8AB

Extension of existing car park and provision of associated new lighting and fencing.

Ref. No: 18/00483/FUL | Received: Fri 11 May 2018 | Validated: Fri 11 May 2018 | Status:

Granted

30 Langdale Grove Whittle-Le-Woods Chorley PR6 7NU

Single storey side extension

Ref. No: 18/00469/FULHH | Received: Mon 07 May 2018 | Validated: Mon 14 May 2018 |

Status: Granted

5 Chorley Old Road Whittle-Le-Woods Chorley PR6 7LB

Works to protected tree: Fell T3 Ash tree TPO1 (Whittle-Le-Woods) 1985

Ref. No: 18/00431/TPO | Received: Mon 30 Apr 2018 | Validated: Wed 09 May 2018 | Status:

Granted

Other Decision

The Gate House 2 Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to protected trees, Chorley BC TPO no. 2 (Whittle-le-Woods) 1978:

Pruning of 4no. pine trees within side/rear garden area to clear property and public footpath.

Ref. No: 18/00555/TPO | Received: Fri 01 Jun 2018 | Validated: Mon 04 Jun 2018 | Status:

Refused

3 Chasden Close Whittle-Le-Woods Chorley PR6 7JX

Works to protected tree: Chorley BC TPO 12 (Whittle Le Woods) 1992 crown reduction of an alder tree T12 by 15%

Ref. No: 18/00505/TPO | Received: Wed 16 May 2018 | Validated: Fri 18 May 2018 | Status:

Refused

17 Lea Road Whittle-Le-Woods Chorley PR6 7PF

Works to protected tree: Chorley BC TPO 7 (Whittle Le Woods) 1993 - crown reduction of ash tree (T1)

Ref. No: 18/00402/TPO | Received: Mon 23 Apr 2018 | Validated: Tue 22 May 2018 | Status: Refused

152 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA
Application for a Certificate of Lawfulness for a proposed single storey rear extension (following demolition of existing single storey rear extension)

Ref. No: 18/00533/CLPUD | Received: Tue 22 May 2018 | Validated: Wed 23 May 2018 | Status: Refused

5. Correspondence

Correspondence was noted and Parish Councillors passed it around the meeting. Amongst the correspondence were the following:

- 1 - Parish Councillor Vacancy - Peter Auwerx and Greg Morgan
Both Peter & Greg attended the meeting - it was proposed that both could be co-opted to the Council at the next meeting to fill both vacancies - Clerk to check with CBC.
- 2 - Email from Lindsay Blackstock - Delphway Play area
Councillor Bell to check with Lindsay regarding ownership of the play area - if ownership is agreed to be the Parish Council, then the CIL grant will be reviewed.
- 3 - Parish Councillor resignation - Gillian Candlish
Clerk to advise CBC of vacancy and confirm the correct procedure.
- 4 - Silent Soldier Silhouettes
The order has been completed, and an indemnity signed to cover the responsibility for the safe fixing and maintenance of the silhouettes.
- 5 - Loan payment information
- 6 - Winter planting (Plantscape)
The Parish Council do not intend to carry out any additional winter planting

6. Committee Updates & Events

Events

The Climbing wall on the 25/07/18 was a great success. The next event will be the Inflatable football darts on the Polo on 18/18/18.

The annual Village Flower, Vegetable & Craft Show will take place at the Community Hall on 25/08/18.

Chorley Liaison Meeting

There was a talk by Cllr Keith Iddon on LCC's new machine which can be used to fill pot holes. Would be ideal for Chorley Old Road and Town Lane. Several complaints were received regard the complete closure of some roads for the Ironman event, which resulted in some residents being unable to move to or from their properties. A further letter has been sent to LCC regarding the adoption of Factory Lane.

Staffing

Appraisals are due in September for employees. Councillor Yates suggested that it would be too much to expect the Lengthsman to attend an appraisal whilst on sick leave. Clerk to arrange appraisal dates and a RTW interview for the Lengthsman.

Chairman Date.....

Finance

Following the completion of the Insurance renewal, the Clerk suggested that a further column for insurance valuation be added to the Asset register.
Clerk to add column and issue to Finance Committee.

Flooding

Councillor Partington advised that the action plan is complete. There will also be a Riverbank Clearance weekend on the 22-23/09/18.

Projects

*18/08/02

Rockery at top of Church Hill - Project sponsor Councillor McDonald.
1 quote has been received for the works for £4074.00. Councillor B Higham proposed that the project go ahead, and Councillor P Higham seconded. It was agreed by the Council to go ahead with the quote with funding from CIL monies.
Clerk to approach Chorley Community Housing to request permission for the rockery, and then place the order from Bedrock Landscapes.

Scarecrow Festival - Project Sponsor Chairman Bell
Chairman Bell suggested that flyers need to be printed and distributed to ensure that the residents of the Parish are aware of the forthcoming Scarecrow festival, week commencing 24/09/18. The full council agreed to the flyers.

*18/08/03

Clerk to design flyer and arrange printing of 1000 A5 leaflets.

Whittle-in-Bloom - Project Sponsor Chairman Bell
Chairman Bell advised that the Whittle-in-Bloom project required a budget to be established (agenda for finance budget meeting in December). The project would also require a committee to organise the event - preferably residents of the Parish rather than Council Members. Councillor Briscoe suggested that we also request time credits from CBC (<http://chorley.gov.uk/Pages/AtoZ/Chorley-Time-Credits.aspx>).
Councillor B Higham to invite Dedrah Moss to join a committee and attend the next PC meeting.

7. Reports from Representatives

Community Hall Trust

All is going ahead with the Village Flower, Vegetable & Craft Show

War Memorial

All OK. Silent Soldier Silhouettes have been ordered and are awaiting delivery.

BC Liaison Committee

Current involvement with Highways

Neighbourhood Area Meeting

Work on the Community Garden will begin in September.
The next meeting is scheduled for December - all are requested to advise of any projects / items for this meeting.

8. Clerks Report

All actions / Issues raised (CBC / LCC / Other Authorities)

Audit Report is complete and has been submitted (report distributed to the Council)

Chairman Date.....

3 Insurance Quotes have been received via (Came & Co.) Recommend the 3 year LTA with Inspire at an annual premium of £2,531.34.

The recommendation was accepted by the Council and the Insurance premium will be issued by the Clerk.

Asset Register - Insurance values are to be added. Councillor B Higham requested a copy of the asset register.

The Clerk advised that the current support arrangements are not fit for purpose, and suggested an alternative hosting solution at a charge of change £120 per annum. Councillor B Higham proposed the motion and Councillor B Yates seconded. The Council accepted the motion to change the support arrangements.

9. Accounts

The monitoring of the budget was approved for July 2018.

Outgoings to be approved / signed this meeting

	Cheq	JV	Payee	Detail	Total
*18/08/04	2911	18/19-029	Employee 2	August Sick pay	-£380.02
*18/08/05	2912	18/19-030	Employee 1	August Salary	-£568.24
*18/08/06	2913	18/19-032	Odin Events Limited	Climbing Wall event 28/7/18	-£600.00
*18/08/07	2914	18/19-033	Friends of CVP	Annual Membership	-£15.00
*18/08/08	2915	18/19-034	P Redmond	Painting of phone boxes	-£483.00
*18/08/09	2916	18/19-035	D Hull	Planting of Summer beds	-£190.00
*18/08/10	2917	18/19-036	CBC	Uncontested Elections Fee	-£691.48
*18/08/11	2918	18/19-037	Came & Co Brokers	Council Insurance (LTA 3 years)	-£2,531.34
*18/08/12	2919	18/19-038	Auldene Garden Tools	CIL Grant for CC & FC Mower	-£6,500.00
*18/08/13	2920	18/19-039	Employee 1	Adjustment payment	-£448.50

Requisitions to be approved this meeting:

*18/08/14 2018-003 (£120 pa for website support)

10. CIL Monies

Councillor Yates provided the quote (£6500) associated with the mower for Whittle and Clayton-Le-Woods Cricket Club and Whittle-Le-Woods Playing Field Trust. The 2 organisations will provide funding of £750 and £250 respectively with the Parish Council providing the balance of £5500 (of which £1083.34 VAT would be reclaimed). It was agreed that the contract with CBC to mow the football field will be cancelled. The full Council agreed the funding with the monies to be paid direct to Auldene Garden Supplies on receipt of the invoice.

The Clerk to liaise with Ian Crook and Councillor Yates to progress the order, and ensure all necessary documentation is in place.

The Clerk to cancel the maintenance contract with CBC.

Chairman Bell informed the meeting that St Chad's school have requested a grant (£4000) from CIL monies towards their project to relocate the pedestrian entrance / exit to the school grounds. This is to be added to September's agenda by the Clerk.

Chairman Date.....

Councillor P Higham advised that St John's primary school may also make a similar application for CIL monies.

11. Councillors Reports

Councillor B Yates requested an update on the wall on Shaw Brow

Councillor Evans advised that a Chair was now required for the Projects Committee following the resignation of Councillor Candlish.

Councillor Briscoe advised that Lamp number 26 on Town Lane was covered by overgrown vegetation and the light is being blocked.

Councillor Briscoe requested litter / dog waste bin for the junction of Lucas Lane and Town Lane

Councillor Briscoe advised that there are local voluntary groups of litter pickers in the area and this should be featured in the next Newsletter.

Councillor B Higham advised that the street signs on Cow Well Lane have gone green (vegetation)

Councillor Briscoe advised that HGV's are using Dark Lane / Town Lane and causing issues at the junction.

Councillor B Higham requested that a review of committees be added to September's agenda with a view to disbanding any unnecessary sub-committees.

The visitors left the meeting left at this point whilst confidential agenda items were discussed.

The meeting closed at 9:20pm. The next Parish Council Meeting will be held at the village hall on Monday 10th September at 7:30pm.

Full Year Accounts to date - against Budget.

Chairman Date.....

Summary of Monthly Accounts, and detail against Budget Monitoring											
Detail of summary of monthly accounts											
	30/04/2018	31/05/2018	30/06/2018	30/07/2018							
Current account 41346412 - Balance at 26th of previous month	£570.42	£885.54	£948.17	£488.53							
Deposit account 41346420 - Balance at 26th of previous month	£46,493.32	£96,623.32	£140,791.75	£139,797.79							
Precept / CIL Amount to deposit account (10/04/18) (27/4/18)	£52,130.00	£46,164.81	£0.00	£0.00							
Payments this month	-£2,250.13	-£1,339.78	-£2,695.14	-£6,636.36							
Receipts this month	£50.00	£3.62	£23.04	£287.58							
Unpresented Receipts	£0.00	-£597.59	£0.00	-£495.62							
Unpresented Payments	£515.25	£0.00	£1,218.50	£0.00							
Balance at month end	£97,508.86	£141,739.92	£140,286.32	£133,441.92							
Budget Monitoring as at 30/07/2018											
Categories	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT	Total
2018 / 19 Budget	-£ 4,466.00	-£ 19,471.00	-£ 2,000.00	-£ 5,040.00	-£ 10,773.00	-£ 500.00	-£ 9,880.00	£ -	£ -	£ -	-£ 52,130.00
Apr-18	£ 52,180.00	-£ 2,250.13	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 49,929.87
May-18	£ -	-£ 1,339.78	£ -	£ -	£ -	£ -	£ -	£ 46,164.81	£ 3.62	£ -	£ 44,828.65
Jun-18	-£ 873.94	-£ 1,083.49	£ -	£ -	-£ 703.25	£ -	£ -	£ -	£ 6.04	-£ 17.46	-£ 2,672.10
Jul-18	-£ 3,585.39	-£ 1,083.49	£ -	£ -	£ -	£ -	-£ 905.00	£ -	£ 5.58	-£ 780.48	-£ 6,348.78
Aug-18											£ -
Sep-18											£ -
Oct-18											£ -
Nov-18											£ -
Dec-18											£ -
Jan-19											£ -
Feb-19											£ -
Mar-19											£ -
Balance to date	£ 47,720.67	-£ 5,756.89	£ -	£ -	-£ 703.25	£ -	-£ 905.00	£ 46,164.81	£ 15.24	-£ 797.94	£ 85,737.64
Spend against Budget	-£ 52,186.67	-£ 13,714.11	-£ 2,000.00	-£ 5,040.00	-£ 10,069.75	-£ 500.00	-£ 8,975.00	-£ 46,164.81	-£ 15.24	£ 797.94	-£ 137,867.64

Chairman

Date.....