

The monthly meeting was held at the Village Hall, Union Street at 7.30pm on Monday, January 13th 2020.

Present Chair Newall, Parish Councillors, Bell, Briscoe, B Higham, P Higham, Evans, Fogarty (7.40pm), McDonald, Partington, Wood, Yates, and the Clerk.

Apologies Councillor Auwerx

The meeting opened at 7.30pm.

Visitors 5 Residents attended the meeting

1. Minutes

*20/01/01 The minutes of the previous meeting were approved, with 1 amendment & signed

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All OK

7.35pm The meeting was suspended to allow Visitors to speak regarding any issues that they may have. The note of the discussions are appended to the end of these minutes.

7.50pm The meeting was unsususpended

4. Planning Matters

New

Church View 222 Preston Road Whittle-Le-Woods Chorley PR6 7HW

First floor side extension (following demolition of existing conservatory)

Ref. No: 19/01143/FULHH | Received: Thu 05 Dec 2019 | Validated: Thu 05 Dec 2019 |

Status: Awaiting decision

Neighbours & Materials

Granted

24 Orchard Drive Whittle-Le-Woods Chorley PR6 7JZ

Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: T45 - Alder- Prune branches growing towards properties by a maximum of 2m.

Ref. No: 19/01068/TPO | Received: Mon 11 Nov 2019 | Validated: Thu 14 Nov 2019 | Status:

Granted

8 Tuson Lane Whittle-Le-Woods Chorley PR6 7FZ

Extension to existing detached garage

Ref. No: 19/01010/FULHH | Received: Mon 21 Oct 2019 | Validated: Mon 21 Oct 2019 |

Status: Granted

Chair

Date.....

Royal Oak Cottage Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA
Application to discharge condition 5 (archaeological written scheme of investigation) of
planning permission ref: 19/00371/FULHH (Two storey side extension following demolition of
outbuildings).

Ref. No: 19/00927/DIS | Received: Fri 27 Sep 2019 | Validated: Tue 01 Oct 2019 | Status:
Granted

Land Bounded By Town Lane (To The North) And Lucas Lane (To The West) Town Lane
Whittle-Le-Woods

Reference 13/01055/OUTMAJ Alternative Reference PP-02981474

Application Validated Tue 12 Nov 2013

Proposal Outline application (specifying the access) for residential development comprising
up to 83 dwellings with vehicular access to be taken from Royton Drive.

Status Granted Decision Permit Outline Planning Permission

Decision Issued Date Mon 13 Jan 2020

Chair Newall advised that she will be attending the Planning Committee tomorrow,
11/01/2020, and could if agreed speak about the application. Proposed by Cllr. Yates,
seconded by Cllr. B Higham.

There has also been an email received (see correspondence) which objects specifically to the
impact upon Lucas House and Croston’s Farm.

Chair Newall advised that the Flood Risk Assessment (circulated to the Councillors) has been
acknowledged by Lancashire County Council.

The summary of the report was read aloud to the meeting.

Chair Newall advised that there had been a positive response from Lancashire County
Council, and there is hope that it would inform the conditions of the reserved matters. This
then begs the question as to how it is ensured that the conditions are not discharged at a
future time.

Cllr Partington stated that the process needs to be monitored all the way through. Cllr
Fogarty questioned how the process is policed.

Chair Newall suggested that the next step was to look to the Local Plan, and the impact this
will have on flooding within Whittle-Le-Woods.

5. Correspondence

Thank you card from Joanne - for the vouchers for her volunteering efforts with the book
swaps

Thank you letter from Living Waters Food Bank – for the Charity’s Committee donation
provided in December

Tim Burrows – Entrust Registration for the Canal Path Project – email from Tim advising that
the project is progressing and will now be registered with Entrust. Works are scheduled to
start in mid-February.

Chair

Date.....

Neighbourhood Area Meetings cancelled – January & February

Cllr B Higham asked if the planned work to improve the steps and trim back the trees would still go ahead. Cllr Bell advised that it would and was currently planned. Cllr B Higham requested that the wood (logs & branches) be removed as part of the project, as they are generally left as ‘habitat’ but very often end up being thrown in the Canal.

Planning Application 19/00830/REMMAJ – Alison Angior (sent via email), request that the Reserved Matters application be held until clarification is provided on issues regarding Lucas House and Croston’s Farm.

Letter from Annie Carroll (aged 6) – the Clerk read this letter aloud to the meeting. There was discussion regarding the best way to support this young lady in her endeavours to ensure the village is kept tidy. It was proposed that the Parish Council provide Annie with a litter picker and gloves. The clerk is to ensure that the Parent or Guardian is in agreement with the proposal and then provide litter picking equipment to Annie. Cllr Yates agreed to deliver the items to Annie.

6. Precept

*20/01/02 Request for additional spend for Flood Risk Assessment of £50 from Cllr Partington. Cllr P Higham proposed and Cllr Wood seconded.

See additional documents for proposed budget detail.
The detailed draft budget documents were distributed among the Council. Chair Newall advised the Visitors that due to the confidential nature; the budget documents could not be shared with them. Chair Newall advised that she and Cllrs Fogarty and Woods had met in December to draft the budget based upon figures provided by the Clerk.

8.30pm At this point in the meeting the Visitors left.

The Council worked through the detail of the proposed budgets, and then agreed the final figures to be included in the Precept.
The maintenance of the Red Phone Boxes is to be provided for. The Hillside Crescent Box currently has issues with leaking, lighting and glass.
The Christmas tree provided to the Bay House Restaurant was queried, as it looks quite subdued next to the bright lights on the building. Clerk to ask the proprietors,
Cllr Partington proposed that the skip / tidy up event should be run twice each year as it had been such a success. Cllr Briscoe seconded the proposal. The Precept was calculated and Cllr P Higham Proposed the final figures, Cllr McDonald seconded. This was unanimously agreed.

Chair

Date.....

7. Accounts

Outgoings to be approved / signed this meeting

Ref	JV	Payee	Detail	Total	
*20/01/02	3056	19/20-097	Employee 2	Salary January	-£398.46
*20/01/03	3057	19/20-098	Employee 1	Salary January	-£445.69
*20/01/04	dd	19/20-099	LLC Pension	Pension payment	-£251.23
*20/01/05	3058	19/20-100	Greenman Marketing	Newsletter Delivery	-£145.00
*20/01/06	3059	19/20-101	Water Resource Associates	Flood Risk Assessment	-£1,922.82
*20/01/07	3060	19/20-102	David Hull	Maintenance Payment 3 of 4	-£717.25
*20/01/08	dd	19/20-103	PWLB	Loan repayment	-£2,519.98
*20/01/09	3061	19/20-104	SLCC	ILCA Certificate (Training)	-£118.80
*20/01/10	3062	19/20-105	JD Garstang	Christmas Tree removal	-£50.00

Query on Dog Waste Bin invoice, the Clerk has checked with CBC and there is only 1 bin in Whittle not 3, it was agreed to delay paying the invoice until it has been revised.

Bank Mandate for on-line banking issued to RBS, awaiting on this being processed.

Training Course for Clerk booked - Introduction to Local Council Administration (ILCA)

- *20/01/11 Request from David Hull for the Factory Lane to Cricket Pitch footpath (bark chippings) approx. £250. Proposed by Cllr P Higham, seconded by Cllr McDonald.
- *20/01/12 Quotes were provided from Jason Garstang to repair the fence on Hill Top Lane, with 2 options: £867 for 8 posts & rails, or alternatively £1650 for 25 posts & rails. The state of disrepair to the fence was discussed and it was unanimously agreed to ensure a full and proper repair was carried out. Clerk to request the 25 posts & rails be replaced.
- *20/01/13 Cllr Bell advised that Paul Kay had requested £40 for the PA equipment used for the Christmas Tree Light Switch-on. Clerk to provide from petty cash. Cllr Bell will request that Paul provides a receipt for the money.

8. Councillors' reports

Central Lancashire Local Area Plan – email from Cllr's B & P Higham for discussion
There was discussion regarding the Central Lancashire Local Plan Consultation and the best way to inform and engage the local population. Chair Newall advised on the timetable for the consultation, and the general feelings of confusion and lack of information in the village. It was also felt that there should be longer from the last Consultation meeting by CBC to the end of the Consultation period. It is almost as though Whittle-Le-Woods is being penalised for being at the end of the alphabet, whilst some areas of the borough have been aware for months.

It was decided that the Parish Council should write to the Local Plan Consultation team and request an extension to the consultation to provide sufficient time to engage with Residents. Clerk to write and request an extension.

Chair

Date.....

Given that the current timescales may not change an immediate plan was agreed. Chair Newall advised that it had been suggested that a leaflet drop was required to ensure people are aware of the consultation and wondered if the Parish Council should provide the leaflets. Cllr Evans proposed that the Council complete a leaflet drop as quickly as possible. Cllr P Higham seconded.

There was discussion about the issue of digitally excluded Residents who either didn't have access to technology, or had difficulty in engaging with the consultation on-line. The information available is overwhelming and difficult to comprehend, and the response process via on-line survey is similarly complex and overwhelming to many people.

Given this it was discussed if there should be a public meeting facilitated by the Parish Council to assist in the engagement and provision of information to all.

It was agreed to hold a meeting at the Village Hall on Friday the 31st January at 7.45pm in order to inform Residents of the Consultation and the proposed development sites within the Parish. Following the meeting it was suggested to hold drop-in sessions in the Computer Suite to allow Residents to access the survey, and be provided with assistance to use the equipment if required.

Cllr Yates Fencing on Mill Lane still needs to be repaired
Please request St Johns school to cut the hedges all the way to the top, as they overhang and cause obstruction.

Cllr Evans Something is happening at the top of Church Hill – there are now tyre tracks visible in the mud.

Cllr Briscoe Increase in dog fouling along Blackburn Rd from Spring Crescent all the way up to the Red Cat.

Cllr B Higham Oak Tree on Birchin Lane (Opposite number 20) is over 100 years old.
Please request that it be given a TPO.
Thank Stephen Naylor (Village Hall Caretaker) for his assistance in planting the bulbs in the Children's play area.

The meeting closed at 9.40pm. The next Parish Council Meeting will be held at the village hall on Monday 10th February at 7.30pm

Chair

Date.....

Whittle-le-Woods Parish Council																		
Accounts for 2019 / 20																		
Date	Minute ref	Receipt / Payment	Reference	R	JV	Payee	Detail	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	Interest	VAT	CIL	Total
31/01/2020		Payment	3056		19/20-097	Employee 2	Salary January		-£ 398.46									-£ 398.46
31/01/2020		Payment	3057		19/20-098	Employee 1	Salary January		-£ 445.69									-£ 445.69
18/02/2020		Payment	dd		19/20-099	LLC Pension	Pension payment		-£ 251.23									-£ 251.23
13/01/2020		Payment	3058		19/20-100	Greenman Marketing	Newsletter Delivery	-£ 145.00										-£ 145.00
13/01/2020		Payment	3059		19/20-101	Water Resource Associates	Flood Risk Assessment									-£ 320.47	-£ 1,602.35	-£ 1,922.82
13/01/2020		Payment	3060		19/20-102	David Hull	Maintenance					-£ 717.25						-£ 717.25
29/01/2020		Payment	dd		19/20-103	PWLB	Loan repayment				-£ 2,519.98							-£ 2,519.98
13/01/2020		Payment	3061		19/20-104	SLCC	ILCA Certificate (Training)	-£ 99.00								-£ 19.80		-£ 118.80
13/01/2020		Payment	3062		19/20-105	JD Garstang	Christmas Tree removal	-£ 50.00										-£ 50.00
January Month Totals								-£ 294.00	-£ 1,095.38	£ -	-£ 2,519.98	-£ 717.25	£ -	£ -	£ -	-£ 340.27	-£ 1,602.35	-£ 6,569.23

2019 / 20 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring

Categories	19/20 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against Budget
Admin	£6,950.00	£0.00	£0.00	-£264.48	-£807.00	£242.01	-£3,824.80	-£460.31	-£418.36	-£1,199.00				-£6,731.94	£218.06
Salaries	£15,365.00	-£2,370.42	-£1,184.82	-£1,184.82	-£1,084.83	-£1,184.83	-£1,077.83	-£1,205.36	-£1,077.83	-£1,478.82				-£11,849.56	£3,515.44
War Mem	£2,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£20.00				-£20.00	£2,480.00
Loan	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			-£2,519.98	£2,520.02
Maint	£17,310.00	-£1,787.00	£0.00	-£592.00	-£717.25	£0.00	£0.00	-£767.25	-£155.00	£0.00				-£4,018.50	£13,291.50
Grants	£500.00	-£94.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£300.00				-£394.00	£106.00
Project/Misc.	£16,760.00	-£1,300.50	-£29.98	-£5,183.22	-£450.00	-£473.33	£0.00	-£1,379.87	-£250.00	-£1,528.73				-£10,595.63	£6,164.37
Interest		£27.67	£31.74	£28.12	£31.98	£28.31	£28.54	£28.54	£28.01	£25.75				£258.66	£258.66
VAT		-£166.03	£0.00	-£1,042.83	£0.00	-£16.67	-£606.85	-£320.00	-£449.70	-£54.77				-£2,656.85	-£2,656.85
Total	£64,425.00	-£5,690.28	-£1,183.06	-£8,239.22	-£5,547.08	-£1,404.51	-£8,494.48	-£4,104.25	-£2,322.88	-£4,555.57				-£41,541.33	£22,883.67
CIL	£106,697.71	£0.00	£0.00	£0.00	£0.00	£0.00	-£2,985.00	£4,494.75	-£2,093.50	£0.00				-£583.75	£106,113.96

Summary of bank accounts	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at 26th of previous month	£865.13	£737.73	£1,090.79	£1,161.56	£347.48	£648.14	£776.00	£1,000.94	£1,189.84	£847.14		
41346420 - Balance at 26th of previous month	£110,270.61	£187,604.60	£185,632.27	£177,664.01	£175,692.13	£171,724.11	£163,752.42	£166,275.71	£159,303.72	£155,329.47		
Precept / CIL Amount to deposit account	£91,315.73	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£4,494.75	£0.00	£0.00		
Payments this month	-£5,717.95	-£1,214.80	-£7,929.23	-£5,579.06	-£3,821.36	-£8,824.63	-£4,133.79	-£4,469.39	-£4,581.32			
Receipts this month	£0.00	£0.00	£0.00	£31.98	£227.00	£0.00	£28.54	£53.01	£205.75			
Unpresented Receipts	-£100.00	-£100.00	-£100.00	£0.00	-£73.00	£0.00	-£25.00	£0.00	-£183.05			
Unpresented Payments	£8,291.19	£304.47	£131.74	£2,761.12	£0.00	£980.80	£2,383.73	-£2,366.71	£241.67			
Balance at month end (26th)	£188,342.33	£186,723.06	£178,825.57	£176,039.61	£172,372.25	£164,528.42	£167,276.65	£160,493.56	£156,176.61	£156,176.61		

Chair

Date.....

There was discussion around the following issues:

There has been a recent Residents Meeting regarding the Central Lancashire Local Plan, and this has raised concerns among the Residents of Whittle. There is a feeling that Whittle’s green field sites are going to be developed leading to major issues with a lack of infrastructure and loss of green space. The Residents wished to know what the Parish Council are doing about this, and what plans are being put in place to inform the Residents and to object to the proposed developments. The Residents described their shock of finding out about the Consultation, and in particular the extent of the proposed developments, and what this would mean for Whittle. They hoped that the Parish Council would take action to inform Residents about the Consultation and assist digitally excluded Residents to be informed and to voice their opinion. It was suggested that a further Residents meeting should be held before the 11/02/20, as this was leaving things far too late with the deadline being the 14/02/20.

Chair Newall advised that the Parish Council were planning to discuss this later in the meeting, but could advise that a leaflet drop was in the process of being planned, the Parish Council are also planning in opening the Computer suite to anyone that needed access to the survey and also potentially having a Residents meeting to help ensure that people understand the Consultation and how to respond. She advised that the consensus is that the Consultation process has not been widely or clearly advertised, and local people were not engaged with the process.

It had been found, by the Residents, that the Parish Council website is not functioning properly, and documents that should be available on line are not available to view. This is frustrating for Residents who cannot gain access to information they believe should be freely accessible. What is being to address this situation with the website?

Chair Newall advised that the Parish Council are aware of the issues with the website and funds for the project to rectify or replace the website would be discussed in this meeting when the Precept is proposed and set.

The traffic on Chorley Old Road is of great concern, in particular the Ruttles Trucks accessing the quarry. They are definitely in breach of their licence with the times, the trucks are uncovered, and the volume of trucks going up and down Chorley Old Road. A peaceful village road has become anything but.

Cllr Yates advised that the Parish Council are well aware of the issues with Ruttles and do everything within their power to ensure disruption is kept to a minimum, he advised that the Parish Councillors also live in the village, several along Chorley Old Road, and suffer in the same way as everyone else in the village.

Cllr P Higham advised that any breaches in licence are regularly reported to Chorley Borough Council, however the Parish Council, as a local authority are powerless against the licences and applications granted by Chorley Borough Council.

Chair

Date.....