

Whittle-le-Woods Parish Council

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, July 10th, 2017.

Present Chairman Bell.
Parish Councillors Briscoe, Candlish, Cornwell, B Higham, P Higham, McDonald, Yates and the Clerk. Two residents also attended the first part of the meeting.

Apologies Councillors Fogarty, Marsden, Newall and Partington.

At 7:27pm the meeting was opened and immediately closed to allow residents' input.

The first resident wished to discuss the Parish Council's current position on adoption of the Buckshaw pond. He has spoken to both Mark Perks and Alistair Bradley about the ongoing difficulties with the pond and was informed that planning permission would be required for a change of use. Also he informed the meeting that roads cannot be adopted in the Old Worden Avenue area because Redrow have made a drainage error and United Utilities won't take over responsibility from them. This drainage error is connected with the pond.

Chairman Bell explained that this item was removed from previous agendas until the situation with Redrow could be rectified but added that, in principle, the Parish Council was still willing to adopt the pond once all issues are sorted out.

The resident was also concerned regarding antisocial behaviour taking place close to the new properties which back onto the Mossfield Nature Reserve. There has been verbal abuse, fires set in the woods, bricks thrown, and damage to the pill box. It was suggested that British Aerospace install a security fence. This would cost approximately £5,000. The resident asked if the Parish Councillors would object to such a fences, which would be approximately 2 metres high and green in colour. The Parish Council agreed that the fence was a good idea.

The resident was thanked for his input and he left the meeting.

At 7:37, another local resident was invited to talk about community gardens, as she has been involved in setting many up. She felt that the proposed Church Hill site was a good one, and she recommended the Parish Council investigate VCFS grants should this project go ahead as they may give substantial grants to get started. It would be important to look at the potential users and once put together, maintenance would be crucial. She suggested installation of raised beds, perhaps made from sleepers, and that the beds should be of a width that would allow users to reach fully into the middle from both sides. She recommended that the existing grass be left, but that a membrane be fitted at the bottom of the raised beds, then these be filled up with topsoil which could perhaps be obtained free of charge from local construction companies. She recommended it be perceived of as less of an allotment and more of a mixed garden which includes wildlife etc, and she also suggested looking at the Chorley in Bloom Facebook page. It would be advisable to get non-Councillors involved, for examples the residents of Church Hill could set up a voluntary group. They would get more access to grants than the Parish Council. She recommended the site be surrounded by fence and gate, but that the gate be left unlocked (locking it may create problems). A noticeboard could be installed explaining what the community garden is about. It was recommended that the scheme doesn't begin too big - perhaps a committee of two or three people would be the best start - they would need a Chairperson, a bank account, and the voluntary body would need to be registered as an official community group if grants are going to be applied for.

Chairman Date.....

Councillor Yates felt it was vitally important to speak to residents first, especially as this area is home to many elderly residents. The resident was thanked for her input, and left the meeting, which re-opened at 7:51pm.

1. Minutes
*17/07/01
- The minutes of the previous meeting were slightly amended, APPROVED and signed.
2. Changes in
Declarations of
Interest
- There were no changes.
3. Defibrillator checks
- Both have been checked and are in working order.
4. Planning Matters
- Comments on the following new applications will be sent to the Planning Department:
- 17/00610/FULHH - Rustic Oak Farm, Moss Lane - Formation of new driveway and vehicular access from Moss Lane. No comment.
- 17/00563/FULHH - Greenways, Parkside Drive South - Part single storey/part two storey extensions to front, side and the rear elevations. Also, amendment was made to the initial application. The description has been amended and the plans now include external works including walls, gates, steps and the summer house. New description reads "Part single storey/part two storey extensions for front, side and the rear elevations (following part demolition of existing house), external works to include steps, patios, walls and gates and the construction of a summer house". No comment.
- 17/00630/TPO - 10 Spring Mews - 50% crown reduction to 1 oak tree and 2 sycamore trees. Passed to tree warden.
- 17/00560/TPO - Greenways, Parkside Drive South - Multiple tree requests to 7 TPO trees. Passed to tree warden.
- 17/00639/MNMA - Hillcrest House, Shaw Hill Drive - Minor non-material amendment to planning approval 16/00546/FULHH (which was for the erection of a single storey front and rear extension) involving alterations to the flat roof of the extensions. No comment.
- 17/00628/MNMA - Waterstone House, 1A Dark Lane - Application for a non-material amendment to include a phasing plan for planning ref 15/01185/FUL (which was for two dwellings) to allow each individual house to be constructed independently. Parish Councillors felt that both properties should be constructed at the same time.
- 17/00662/TPO - 6 The Walled Garden - Crown lift to 4m above ground and crown clean of turkey oak tree (covered by TPO1, 1982). Passed to tree warden.
- The following applications were amended:
- 17/00061/FULHH - 13 Berry Avenue - Proposed works to rear garden (removal of wooden fence nearest house, increase heights of existing rear fence and increase in rear. Plans have been amended to show the removal of the retaining wall.
- 17/00568/FULHH - 88 Derek Road - Front dormer extensions and rear dormer extension involving installation of juliet window to existing dormer. Amendment has been made to front dormers.
- The following applications were granted:
- 17/00507/TPO - 1 Buckton Close - T44 oak to Chorley BC TPL 12 1992: Remove dead wood and reduce to create a 'nature stump'.
- 17/00487/FULHH - 32 Spring Crescent - Erection of a single storey side/rear extension and elevational alterations.
- 17/00442/DIS - Leatherlands Farm, Moss Lane - Application to discharge condition 14 (Ground Surfacing Materials) attached to planning permission

Chairman Date.....

16/00509/FULMAJ - Proposed development for the erection of 45 dwellings and associated landscaping and infrastructure.
 17/00335/FULHH - 2 Theale Place, Buckshaw Village - Play area platform - 4m*4m - raised decked platform with barrier and a garden shed.

Councillor Briscoe reported concerns about Chorley Council's online planning system as only seven or eight resident's comments appear online, even though many more may have been submitted and noted. Chairman Bell will bring up this issue in future planning meetings.

5. Correspondence
 Correspondence was noted and Parish Councillors passed it around the meeting.
 Specific items noted included the agenda and minutes for the Neighbourhood Area meeting on 26th June, an email from a resident suggesting youth facilities (the Clerk will forward this to the Project Committee) and a bowling green assessment request. The Clerk was asked to write to say the Parish Council support the bowling green assessment and the improvement of bowling facilities within Chorley.
6. Project committee update
 The project committee intend to meet in the next six weeks to look at options for the future.
 Councillor McDonald raised the idea of hiring special play equipment (eg climbing wall) over the school holidays. This was agreed in principle but more information is required. She will find out further details (costings etc) and Parish Councillors will be consulted before booking in time for the Summer holidays.
 Councillor Briscoe asked once again if a community clock could be considered.
7. Reports from Representatives
 Community Hall Trust - Councillor P Higham reported that the roof on the industrial unit will be started on the 24th of this month, and the work will last a week. The Flower Show will be held on the 26th of August and programmes are being distributed.
 War Memorial - There is once again a union jack flower bed. Nothing further to report.
 Other meetings - There were no reports from other meetings this month.
8. Clerk's Report
 The Clerk reported that the Office for National Statistics was unable to provide Whittle-specific data regarding life expectancy. She also informed the meeting that she had been experiencing problems with the Buckshaw Village noticeboard, and that Aidy Riggott tried with his spare key and could also not get access into it. It appeared that something has been pushed into the lock. Chairman Bell has arranged with a locksmith to sort this out.
 The Clerk also told the meeting that further information was required by Jo Rivans at Lancashire County Council before bench installation can be agreed. Councillors Higham kindly agreed to produce location maps and take pictures of the bench surfaces and forward to the Clerk.
 The Clerk will take annual leave from 24th July to 2nd August.
9. Maintenance
 There are no maintenance issues to report this month.
10. Neighbourhood schemes
 Chairman Bell asked Parish Councillors if they could spend some time considering schemes for next year's Neighbourhood Priorities.
 A scaled-down version of the Welcome to Whittle-le-Woods sign was brought to the meeting and approved by Parish Councillors. Suggestions were made regarding colours.
 This item will remain on the agenda for forthcoming meetings.

Chairman Date.....

11. Summer newsletter
Newsletters have been printed and largely delivered.
12. Flooding committee update
A bank clean up is due to happen this weekend. Lancashire Council is still considering planning permission for the telemetry system to be installed on the bridge.
Councillor Partington asked the Clerk to inform the meeting that he would be working on the details of the Strengthening Communities grant over the coming week. He will also be contact the Environment Agency as there is significant vegetation build up in the river on the industrial estate side too. The Clerk confirmed that insurance cover is provided by Came and Co for the contents of the shipping container. However, their email is a little more complex, so the Clerk will forward it to Councillor Candlish to deal with.
13. Identifying ways of improving the villagers' health
The Clerk mentioned being involved in a new befriending scheme being set up in Adlington, and this will be mentioned in the newsletter for possibly setting up in Whittle. Councillor Yates mentioned that some of the churches already have similar befriending schemes.
Following request for a subsidised health class to be set up at the village hall, the Clerk received an email from Dyan Fleming who would be willing to run such a class. The Clerk was asked to invite her to the August meeting, from 7:15pm.
The Parish Council have received an email from Jamie Carson at Chorley Council asking if support would be forthcoming regarding a social isolation project. Councillors asked if they could be kept in touch regarding this project.
14. Planting etc
Problems have occurred with sourcing adequate watering reservoirs for the Waterhouse green maypole baskets, and it was agreed to leave those baskets for this year.
It was reported that one of the Shaw Brow hanging baskets looks half dead, as if it has been pulled about. However, the Town Lane baskets look very good, as do the lamp post baskets and the wild flower meadows. The Clerk was asked to contact Plantscape regarding the lamp post baskets at Church Hill. There are usually baskets there but there aren't any this year. This may be because there are issues relating to the concrete posts.
Also, on the way down Dolphin Brow, on the left hand side there is a lamp post bracket but no lamp post planter. This could be an old bracket but the Clerk was asked to check.
15. Picnic on the Polo
This successful event was held on the 17th June. Further events of this type will need to be officially authorised by Chorley Council via their new events policy for public events on council land. The Clerk will forward this information on to Councillor McDonald regarding future events mentioned above (climbing walls etc).
Chairman Bell asked if £30 donation could be made to the scouts who were so helpful on the day. This was agreed - see accounts section below.
16. Standing orders
Councillor Higham has only received a pdf copy of the standing orders document and has not been able to get hold of an editable copy of this. The Clerk will ask Councillor Fogarty if he might be able to convert the pdf to Word.
17. Clean up day
A date for Autumn was discussed. Chairman Bell will book a skip and assistance for the 9th of September with Chorley Council if this is possible.
18. CIL monies
Chairman Bell asked for this item to be added to the agenda as he wanted to inform Parish Councillors that there is more flexibility than currently thought with regard to how Parish Councils can spend their CIL monies,

Chairman Date.....

and also that Chorley Council's own CIL monies can be applied for.

19. Documents for comment
There was one document for comment this meeting:
1) Updates and additional schemes for the Regulation 123 list relating to expenditure of CIL monies. The Clerk will forward this to Parish Councillors.
20. Accounts
*17/0
*17/
The monitoring of the budget was APPROVED for June 2017.
It was proposed that the June accounts be APPROVED.
The Chairman signed the itemised June accounts.
- Cheques presented for approval:
2822 Newbury Printers newsletter £570
2823 Employee 2 July wages £352.80
2824 Employee 1 July wages £650.18
2825 HMRC April to June £267.51
2826 Plantscape lamp post baskets £3763.20
2827 VOID
2828 Employee 1 April to June expenses £261.96
2829 Plantscape Church Hill planters £96
2830 Chris Briscoe red phone box shelves £171.55
2831 Scouts donation re assistance at Picnic on Polo £30 (agreed and written at meeting - see item 15 above)
21. Councillors' reports
The Clerk was asked to report that there is a blocked drain outside 95 Chorley Old Road. Also, that the 30mph sign on Moss Lane (near Springside gardens) has been turned round so is facing the wrong way. The Clerk will report.
Councillor Yates reported that trees down Mill Lane require trimming as they are hanging over the road. They are located where the new fencing is - on the left hand side of the road as you're coming off Chorley Old Road). Councillor Yates has noticed that there are books and CDs in the newly adopted phone box already. He will install a notice to deter residents from bringing their donations along just yet.
Councillor Yates also reported the appearance of a suite near Fishwicks on Hill Top Lane. Councillor B Higham will check to see if it is still there.
Councillor McDonald reported overgrown conifers on the last house on the left at the top of Cow Well Lane. The Clerk will report.
Councillor Briscoe reported concerns regarding the road closures for Ironman on this coming Sunday, as they are saying Dark Lane is in Wheelton and there doesn't seem to be consistency in their road closure messages.
The Clerk will re-report the cycle race signs as mentioned at the last meeting.
Councillor Candlish mentioned that lots of fly tipping is occurring down Lucas Lane and asked if it would be possible to get "No Tipping" signs put up. It was mentioned that previous signage did not make any difference, in fact could have made the problem worse.
Councillor Candlish also asked if signs could be produced regarding dog mess, requesting residents report it to Chorley Council straight away. No agreement was reached.
Also, Councillor Candlish asked if a waste bin could be installed on Dawson Line. She will send the Clerk a map of the requested location.
22. Confidential Items There were no confidential items.

The meeting closed at 9:17pm. The next Parish Council Meeting will be held at the village hall on Monday 14th August at 7:30pm.

Chairman Date.....

JUNE ACCOUNTS - TO BE APPROVED AT JULY MEETING				
Accounts				
Budget Monitoring as at 30th June 2017				
	2017/8 Accounts		2016/7 Accounts	TOTAL
Expenditure	Budget	Actual	Spent in 2017	SPENT
Admin - Admin	6,436.00	785.07	-	785.07
Admin - Sals	15,700.00	2,814.79	-	2,814.79
War memorial	2,000.00		-	-
Loan	5,040.00		-	-
Maintenance	11,728.50	3,447.65	-	3,447.65
Grants	500.00	200.00	-	200.00
Projects	4,200.00	1,935.00	-	1,935.00
Other costs/misc	1,300.00			
CIL	-		-	-
VAT	-	700.26	-	-
	46,904.50	9,882.77	-	9,182.51
			<i>Total pmnts year so far</i>	
	2017/8 Accounts		2016/7 Accounts	TOTAL
Income	Budget	Actual	Income in 2017	INCOME
Administration	38,847.00	37,722.00	-	37,722.00
Maintenance	220.00	60.00	-	60.00
CIL				
Bank Interest	50.00	1.35		1.35
VAT repayment			-	-
	39,117.00	37,783.35	-	37,783.35
			<i>Total income year so far</i>	
Payments presented for authorisation				
2822 Newbury Printers newsletter				£570.00
2823 Employee 2 July wages				£352.80
2824 Employee 1 July wages				£650.18
2825 HMRC April to June				£267.51
2826 Plantscape lamp post baskets				£3,763.20
2828 Employee 1 April to June expenses				£261.96
2829 Plantscape Church Hill planters				£96.00
2830 CB red phone box shelves				£171.55
2831 Scouts donation re Picnic on Polo				£30.00
				£6,163.20
Accounts for month ending 30th June 2017				
Receipts		Payments		
Newsletter ads	75.00	LCC pension		155.07
Hanging baskets	60.00	Employee 1 June wages		650.18
Interest	0.76	Employee 2 June wages		352.80
		Picnic on Polo expenses		550.00
		Summer newsletter printing		570.00
		HMRC April to June		267.51
		Plantscape lamp post baskets		3763.20
		Employee 1 April to June expenses		261.96
		Pole green hanging baskets		373.98
Total receipts	135.76	Total payments		6944.70
		Current a/c 26th June		425.81
		Deposit a/c 26th June		82227.52
		Bank balances		82653.33
31st May balance	82884.44	+ Deposits not incl		60.00
+ Receipts	135.76	- Unpresented cheqs		6637.83
- Payments	6944.70			
30th June balance	76075.50	30th June balance		76075.50

Chairman

Date.....