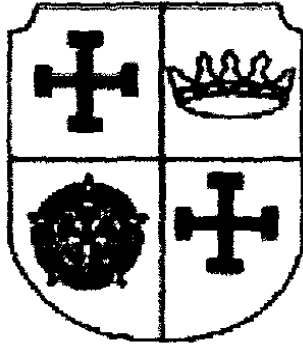


WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lisa Pickering
Clerk to the Council
309 Browndge Rd,
Bamber Bridge,
PR5 6UU
Tel: 01772 304841

www.whittlewoodsparishcouncil.org.uk
clerk@whittlewoodsparishcouncil.org.uk

4th May 2020

Notice of Special Online Meeting (due to Covid-19 Pandemic)

Dear Councillor, you are hereby summoned to attend a meeting of Whittle-le-Woods Parish Council which will be held online, on Monday 11th May 2020, at 7.30pm.

Note:- The Annual Parish Meeting & Annual Parish Council Meeting are postponed until further notice.

Yours sincerely, Lisa Pickering, Clerk to the Council

Agenda

Declarations of any Interests: Members are reminded of their responsibility to declare any personal interests in respect of matters contained in this agenda. If the interest arises only as a result of your membership of another public body or one to which you have been appointed by the Council then you need only declare it if you intend to speak. If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

Apologies

- 1) Minutes of the last meeting
- 2) Changes to declarations of interests
- 3) Defibrillator checks
- 4) Special Meeting Protocols – (due to Covid-19 pandemic) postponement of Annual Parish Council Meeting & Annual Parish Meeting until the first face-to-face meeting is held.
- 5) Planning matters (already reviewed)
- 6) Urgent Matters

Standing Orders & Financial Regulations

Audit Completion & Sign-off

- 7) Clerk's update
- 8) Accounts
- 9) Any other business
- 10) Confidential items

Visitors or Comments /Issues.

Please contact the Clerk on clerk@whittlewoodsparishcouncil.org.uk, or 01772 304841 / 07453020703 for information on observing the meetings or making a comment or raising an issue

Whittle-le-Woods Parish Council Meeting Monday 11th May 2020

Apologies: Cllr Partington

1. Minutes

2. Changes in Declarations of Interest

3. Defibrillator checks

4. Meeting Protocols – due to Covid-19 pandemic

- *No change to Standing Orders*
- *All annual meetings to be postponed, and monthly meetings to be held online, all roles to remain as is until such time that a full Annual Parish Council Meeting may be convened.*
- *Payments – salaries cheques post-dated for several months, all other payments to be made on-line once approved by 2 Bank Signatories.*
- *Planning – Clerk to send planning applications around on a weekly basis to allow the opportunity to scrutinise and comment, minute in the monthly meetings*

Meeting Organisation

The Parish Council will adhere to these guidelines on conducting the online meetings:

- *Chair to administer the meeting*
- *Clerk to facilitate the meeting*
- *Cllrs to speak in turn*
- *Minimal Agenda*
- *Planning comments to be submitted to the Clerk prior to the meeting*
- *Cllr reports to be submitted to Clerk by email prior to the meeting*
- *Clerk to minute the meeting*

5. Planning Matters

New

3 Poole Avenue Buckshaw Village Chorley PR7 7FP

Proposal single storey rear extension

Reference 20/00389/FULHH Alternative Reference PP-08678138

Application Validated Tue 28 Apr 2020

Status Awaiting decision

Neutral comment - 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.

3 Irvine Place Buckshaw Village Chorley PR7 7FL

Two storey front extension

Ref. No: 20/00360/FULHH | Received: Fri 17 Apr 2020 | Validated: Mon 27 Apr 2020 |

Status: Awaiting decision

Neutral comment - 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.

3 St Johns Close Whittle-Le-Woods Chorley PR6 7DP
Reference 20/00321/FULHH Alternative Reference PP-08621006
Application Validated Thu 16 Apr 2020
Proposal Single storey rear extension
Status Awaiting decision

Neutral comment - 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.

Granted

15 Spring Crescent Whittle-Le-Woods Chorley PR6 8AD
Extension to existing detached garage and conversion to form granny annex
Ref. No: 20/00089/FULHH | Received: Thu 30 Jan 2020 | Validated: Thu 30 Jan 2020 | Status:
Granted

3 Bluebell Close Whittle-Le-Woods Chorley PR6 7RH
Application for a certificate of lawfulness for a proposed single storey rear extension
(following demolition of existing conservatory)
Ref. No: 20/00247/CLPUD | Received: Fri 06 Mar 2020 | Validated: Sun 08 Mar 2020 |
Status: Granted

Other Decision

NA

6. Urgent Matters

Standing Orders & Financial Regulations
Audit Completion & Sign-off

7. Clerks Update

VE Day watch party
Appropriate authorities advised
Johnny Norton & Helen Quinn performing – Helen organising the actual watch party

Community support during Covid-19 pandemic
Awaiting advice from Chorley Together (signpost all individuals here)

Lamp post baskets
Approved by Redrow for Old Worden Ave

Hanging Baskets (local businesses)
To be reviewed

Rails in tunnel under M61
Pedestrian injured & Rails removed

Hedgerow on Carwood Lane

Potential enforcement action underway

Flag pole on Water House Green

Planning application submitted to LCC Highways

3 quotes received

Fence on Hilltop Lane

Works completed, additional cost involved

8. Accounts

Outgoings to be approved this meeting

Ref	JV	Payee	Detail	Total
dd	20/21-007	LLC Pension	Pension payment	-£368.33
dd	20/21-008	Easy Websites	Monthly payment	-£27.60
3081	20/21-009	Employee 1	May Salary	-£419.60
3080	20/21-010	Employee 2	May Salary	-£423.21
Online	20/21-011	Eileen Whiteford	Internal Audit	-£80.00
Online	20/21-012	Employee 1	Remote working expenses	-£169.86
Online	20/21-013	JD Garstang	Fence Repair - Hilltop Lane	-£1,720.00
Online	20/21-014	Johnny Norton	VE Day Celebrations	-£100.00
Online	20/21-015	Helen Quinn	VE Day Celebrations	-£200.00

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

9. Any Other Business

10. Confidential items

