

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, October 08th, 2018.

Present Chairman Bell, Parish Councillors Auwerx, Briscoe, Evans, B Higham, P Higham, McDonald, Partington, Wood, Yates, and the Clerk.
1 member of the public was also present for the meeting.

Apologies Councillors Fogarty and Newall
The meeting opened at 7:33 pm.

1. Minutes

*18/10/01 The minutes of the previous meeting were approved and signed.

2. Welcome of New Councillors to the Parish Council

Councillors Auwerx and Wood were welcomed to the Council. They each signed their Acceptance of Office and were provided with the Declarations of Interests form and copies of the Code of Conduct and Standing Orders & Financial Regulations.

3.Changes in Declarations of Interest

None

4. Defibrillator checks

All have been checked and are in working order. (Handles have been attached as necessary)

5. Planning Matters

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

New

3 The Walled Garden Whittle-Le-Woods Chorley PR6 7PD
Application for works to protected trees: Chorley BC TPO no.1 (Whittle-le-Woods) 1982: T1 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 2.5m and reduce height x 2m T6 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 2m and reduce height x 2m T8 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 3m and reduce height x 2m
Ref. No: 18/00896/TPO | Received: Sat 22 Sep 2018 | Validated: Sat 22 Sep 2018 | Status: Awaiting decision
Approved by Tree Warden

22 Harvest Drive Whittle-Le-Woods Chorley PR6 7QL
Application for works to a protected tree: Chorley BC TPO no. 7 (Whittle-le-Woods) 1995. Ash tree (T12) remove top section of tree and crown where it over hangs the adjoining property.
Ref. No: 18/00879/TPO | Received: Tue 18 Sep 2018 | Validated: Tue 18 Sep 2018 | Status: Awaiting decision
Passed to Tree Warden

Woodlands Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN
 Application for works to a protected tree: Chorley BC TPO no.2 (Whittle-le-Woods)
 1991: Oak - identified at T6 within TPO - Fell to ground.
 Ref. No: 18/00864/TPO | Received: Wed 12 Sep 2018 | Validated: Wed 12 Sep 2018
 Status: Awaiting decision
 Passed to Tree Warden

Land 150M West Leatherlands Farm, Moss Lane, Whittle-Le-Woods
 18/00064/NEWDEV Proposed Street Name, Developer Morris Homes
 Proposed Street name – Lilford Close – Baron Lilford owned stately homes in Chorley
 in the 18th Century.
 The Council unanimously agreed to reject the proposed street name of Lilford Close.
 Councillor McDonald suggested Leatherlands Close (as the land was Leatherlands
 Farm) Councillor Briscoe suggested Oldfield Close (also a nearby farm), it was agreed
 that these suggestions would be returned to CBC. Clerk to advise CBC of the Parish
 Councils 2 preferred suggestions.

Granted
 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.
 Ref. No: 18/00763/FUL | Received: Tue 07 Aug 2018 | Validated: Mon 13 Aug 2018 |
 Status: Granted

192 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA
 Notification of a proposed single storey rear extension measuring 4m in depth, with
 eaves height of 2.45m and a maximum height of 2.83m
 Ref. No: 18/00857/PDE | Received: Mon 10 Sep 2018 | Validated: Mon 10 Sep 2018
 | Status: Granted

Leatherlands Farm Moss Lane Whittle-Le-Woods Chorley PR6 7DD
 Application to discharge condition 13 (dwelling emission rate compliance) attached
 to planning permission 16/00509/FULMAJ (Residential development for the erection
 of 45 no. dwellings and associated landscaping and infrastructure.)
 Ref. No: 18/00496/DIS | Received: Mon 14 May 2018 | Validated: Mon 21 May 2018
 | Status: Granted

Waterstone House 1A Dark Lane Whittle-Le-Woods Chorley PR6 8AE
 Minor non-material amendments to planning permission 15/01185/FUL (Proposed
 erection of two new dwelling houses on land between 1A and 3 Dark Lane) involving
 the installation of solar panels, associated roof alterations and elevational
 alterations.
 Ref. No: 18/00795/MNMA | Received: Mon 20 Aug 2018 | Validated: Mon 20 Aug
 2018 | Status: Granted

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
 Ref. No: 18/00767/TPO | Received: Tue 07 Aug 2018 | Validated: Tue 07 Aug 2018 |
 Status: Granted

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) - Lower limb on south side of tree to be end weight reduced by 3m to a suitable growth point. 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: Granted

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: Granted

Croston's 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: Granted

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: Granted

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: Granted *

Land Adjacent to Lady Crosse Drive Lady Crosse Drive Whittle-Le-Woods Chorley PR6 7DR Outline application for up to 12 dwellings (with all matters reserved save for access)
 Ref. No: 17/00377/OUTMAJ | Received: Tue 04 Apr 2017 | Validated: Wed 05 Apr 2017 | Status: Granted

Other Decision
 NA

6. Correspondence

C1 Whittle-Le-Woods Parish Land Assets
 Chairman Bell and Councillors B Higham and P Higham have returned comments on the spreadsheet provided by CBC. Their comments were agreed by the Parish Council. The Clerk will pass the comments back to CBC.

C2 17/18 Accounts Audit Report (PKF Littlejohn LLP)
 The Clerk provided the 17/18 Audit report provided by the external auditors. The accounts are now available for the public to access if required.

Chairman Date.....

C3 Application for CIL Monies (Whittle-Le-Woods Primary School)

Councillor John Walker provided a request for CIL funds for use to build an artificial running track for Whittle-Le-Woods Primary School. The Council agreed that in principle this does meet the requirements for CIL expenditure, however more information is required. Clerk to request more information from Councillor Walker.

C4 Invite to Remembrance Service

To be placed on Notice Boards. All noted for diaries.

C5 CBC CIL Report

CBC have provided the CIL report for the Parish. Chairman Bell suggested that it was worth considering adopting a Neighbourhood Plan, as this would attract more potential grant opportunities and could tie in with grants from 106 Monies and the Clayton Landfill for example. Council agreed that this should be added to the agenda for the next meeting. Chairman Bell also advised that the 106 Monies allocated by CBC for the Kem Mill Field drainages would now incorporate parking facilities at the ground.

7. Committee Updates / Events (Planning / Grants / Staffing / Projects / Finance / Flooding)

Flooding

*18/10/02

Councillor Partington advised that he had received a renewal notice for payment of the web hosting for the flood monitoring service of £140. Councillor B Higham proposed that the renewal be paid, Councillor P Higham seconded. Councillor Partington will pass the details to the Clerk. Councillor Partington requested that the Flooding Plans be added to the next meeting agenda, as there will be discussion required regarding the project spend of £1000.

Remembrance Sunday Service

The procession will assemble at Whittle-Le-Woods Primary School at 2.15pm and then proceed to the War Memorial for the service. The Battles Over Beacon will be lit at 7pm at Little Quarries.

Bulb Planting

The Clerk provided the additional bulbs for planting. It was agreed that the planting would take place on Saturday the 17th November at 10am. The bulbs will be planted along the A6 (Preston Road) between Cow Well Lane and the Bay Horse – along the grass verge.

Christmas Tree

*18/10/03

The tree will be delivered on Saturday the 24th November. The Clerk is to source a cherry picker for use in installing the tree. The tree will also require more lights. The Clerk is to order an additional set of lights. (as per last year) Councillor Partington proposed purchasing lights for the 9 cottages on Waterhouse Green near the Christmas Tree. Councillor B Higham seconded. Councillor Partington to advise the Clerk on how many lights to order and the specification of the lights. Timing of the event was discussed. It was agreed that Brindle Brass Band would be confirmed to play from 5.30pm to 6.30pm.

- The tree lights will be turned on at 6pm – Chairman Bell to ask the winners of the Litter Campaign to switch on the lights.
- *18/10/04 Councillor P Higham will co-ordinate the refreshments, with a budget of £100. The following songs were agreed for the event – Hark the Herald Angels Sing!, Silent Night, O Come all ye faithful, Ding dong Merrily on high, and Rudolph the red-nosed reindeer. Councillor B Higham proposed that Carol sheets are created and printed (encapsulated) for future use. Councillor Briscoe seconded. Clerk to have 100 copies of the Carol sheets printed.
- *18/10/05

8. Reports from Representatives (*Community Hall Trust / War Memorial / Charity / BC Liaison Committee / Neighbourhood Area Meeting*)

Community Hall Trust

Councillor P Higham reported that Hesketh Brass Band had played on Saturday the 6th October. Turn out was disappointing, however the evening was very entertaining, and all who attended enjoyed the music. The next event planned for the Hall will be the Seniors Christmas Party on the 5th December.

War Memorial

Chairman Bell advised that the Silhouette is in place at the War Memorial, as are the other 3 silhouettes around the village.

Liaison Committee meeting will be held next week (17th October)

Community Garden / Whittle-in-Bloom

Chairman Bell advised that a plan for the Community Garden was required and that this is an opportunity to use the grant request from Clayton Landfill site. The garden will be separate to the area created by the Neighbourhood Area Meeting (Development of Canal basin (phase 2) near the Polo, footpath, steps and community garden). A grant of £10k should be requested. It was suggested that a Landscaper could be requested to provide a specification of requirements for a garden. Councillor B Higham will ask Jason Gooch (Bedrock Landscape)

9. Clerk’s report

Actions / Issues raised (CBC / LCC / Other Authorities) - please see attached document

CIL Monies for tractor mower

The Memorandum of Understanding still needs to be signed. The Clerk will follow up with the Cricket Club and Playing field Trust.

Churchill Rockery

The information requested by Chorley Housing (Jigsaw Housing) has been provided by Bedrock Landscapes. Now waiting for agreement for the Rockery from Chorley Housing.

Newsletter

The Newsletter was provided in draft form. The Clerk will send out on email to all Councillors to allow for proof reading and checking. The Clerk will arrange the

printing of 3000 copies to be ready for distribution at the next Council meeting in November.

Website

The website is now up to date. The Clerk requested that all provide their biographies, or updates to their biographies and pictures for use on the Website and in the Newsletter.

It was discussed that it would be helpful to have a map of the Parish with all street names shown. The Clerk to ask CBC for a copy of a map of the Parish which could be printed and displayed.

Noticeboards

Councillor Briscoe has advised the Clerk that 2 notice boards that he checked (Preston Rd and Chorley Old Rd) need replacement. The Clerk advised that the door has become detached for a second time on the notice board at Redrow. The Clerk suggested that it may be necessary to replace all 3 boards. Councillor P Higham proposed that the purchase of 3 new boards should go ahead, Chairman Bell seconded. Councillor Briscoe suggested quotes for 1100x900 boards.

*18/10/06

10. Accounts

Outgoings approved / signed this meeting

	Cheq	JV	Payee	Detail	Total
*18/10/07	2932	18/19-057	PKF Littlejohn LLP	17/18 External Audit	-£288.00
*18/10/08	2933	18/19-058	Odin Events Limited	Footdarts Event	-£600.00
*18/10/09	dd	18/19-059	LLC Pension	Pension payment	-£147.42
*18/10/10	2930	18/19-060	Employee 2	October Sick pay	-£380.02
*18/10/11	2931	18/19-061	Employee 1	October Salary	-£619.16
*18/10/12	2932	18/19-062	Aquasition	Web hosting for flooding equip	-£140.00

11. CIL Monies / Proposed Spend

Whittle-Le-Woods Primary School CIL application. Councillor John Walker provided a request for CIL funds for use to build an artificial running track for Whittle-Le-Woods Primary School. The Council agreed that in principle this does meet the requirements for CIL expenditure, and would be prepared to provide funds to a maximum of £9k, however more information is required. Clerk to request more information from Councillor Walker.

12. Councillors' reports

- a. Councillor Yates requested an update on progress with the wall on Shaw Brow
- b. Councillor Auwerx advised that there were dangerous broken branches at the top of Hilltop Lane. Councillors B & P Higham will investigate further.
- c. Councillor Briscoe advised that the Union Jack flag at the Royal Oak is upside down

Chairman Date.....

- d. Councillor Evans enquired as to the reinstating of the Projects Committee, Chairman Bell advised it will be on hold until the annual Parish Council meeting in May.
- e. Councillor Partington advised that Ruttles lorries are coming down Waterhouse Green early on a Saturday morning and asked if the work was still ongoing. Councillor P Higham advised that work was stopped until all conditions have been met, and there should not be any Ruttles vehicles on a Saturday morning. Councillor Partington to try and photograph if possible.
- f. Councillor McDonald advised that the sign on Hillside Crescent has completely disappeared now.
- g. Councillor B Higham advised that the wall at the Union Street play area has been damaged. Chairman Bell advised that he has already reported this.
- h. Councillor P Higham requested that the water on Hillside Crescent (34-38) be reported again (Sean Blake) as this is still an issue
- i. Chairman Bell reported that the hedges at the top of Cow Well Lane (Near Rockavilla Road) need to be cut back.

13. Confidential items

NA

The meeting closed at 9:30pm. The next Parish Council Meeting will be held at the village hall on Monday 12th November at 7:30pm.

Chairman

Date.....

Full Year Accounts to date - against Budget.

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	31/08/2018	30/09/2018						
Current account 41346412 - Balance at 26th of previous month	£570.42	£885.54	£948.17	£488.53	£638.55	£364.78						
Deposit account 41346420 - Balance at 26th of previous month	£46,493.32	£96,623.32	£140,791.75	£139,797.79	£132,803.37	£127,809.34						
Precept / CIL Amount to deposit account (10/04/18) (27/4/18)	£52,130.00	£46,164.81	£0.00	£0.00	£0.00	£0.00						
Payments this month	-£2,250.13	-£1,339.78	-£2,695.14	-£6,710.32	-£15,127.79	-£7,266.29						
Receipts this month	£50.00	£3.62	£23.04	£304.58	£1,137.97	£4,505.58						
Unpresented Receipts	£1,030.50	£959.76	£2,437.00	£0.00	£1,209.00	£167.00						
Unpresented Payments	-£515.25	£0.00	-£1,218.50	-£438.66	-£7,513.02	-£5,411.60						
Balance at month end (26th)	£97,508.86	£143,297.27	£140,286.32	£133,441.92	£128,174.12	£120,168.81						
Budget Monitoring as at 30/09/2018												
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	£ 65,528.14	£ -	£ -	-£ 52,130.00	
Apr-18	£ 50.00	-£ 2,250.13	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 49,929.87	(Precept inc.)
May-18	£ -	-£ 1,339.78	£ -	£ -	£ -	£ -	£ -	£ 46,164.81	£ 3.62	£ -	£ 44,828.65	(CIL Monies inc)
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	-£ 837.44	-£ 6,405.74	
Aug-18	-£ 3,170.82	-£ 1,531.99	£ -	-£ 2,519.98	-£ 576.40	£ -	-£ 500.00	-£ 4,416.66	£ 5.97	-£ 1,279.94	-£ 13,989.82	
Sep-18	-£ 967.89	-£ 1,472.61	£ -	£ -	-£ 703.25	£ 250.00	£ -	-£ 3,991.00	£ 5.44	£ 4,118.60	-£ 2,760.71	
Oct-18											£ -	
Nov-18											£ -	
Dec-18											£ -	
Jan-19											£ -	
Feb-19											£ -	
Mar-19											£ -	
Balance to date	-£ 8,548.04	-£ 8,761.49	£ -	-£ 2,519.98	-£ 1,982.90	£ 250.00	-£ 1,405.00	-£ 8,407.66	£ 26.65	£ 1,983.76	£ 68,930.15	
Spend against Budget	£ 4,082.04	-£ 10,709.51	-£ 2,000.00	-£ 2,520.02	-£ 8,790.10	-£ 750.00	-£ 8,475.00	£ 73,935.80	-£ 26.65	-£ 1,983.76	-£ 121,060.15	

Date	Minute ref	Receipt /			Payee	Detail	War										Total										
		Payment	Reference	R JV			Admin	Salaries	Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT											
10/09/2018	*18/09/04	Payment	2921	Y	18/19-046	Auditor Payment	Internal 17/18 account audit	-£	60.00									-£	60.00								
10/09/2018	*18/09/05	Payment	2922	Y	18/19-047	Newbury Printers	Scarecrow Festival Flyers	-£	69.00									-£	69.00								
10/09/2018	*18/09/06	Payment	2923	Y	18/19-048	Employee 1	Jul - Sept Expenses	-£	200.60									-£	207.88								
10/09/2018	*18/09/07	Payment	2926	Y	18/19-049	David Hull	Maintenance (Invoice 2)					-£	703.25					-£	703.25								
10/09/2018	*18/09/08	Payment	2927	Y	18/19-050	Lisa Pickering	New Laptop, Printer and associa	-£	513.29									-£	99.26								
10/09/2018	*18/09/09	Payment	2928	Y	18/19-051	BDP Creative	Scarecrow Festival Banners	-£	125.00									-£	250.00								
10/09/2018	*18/09/10	Payment	2929		18/19-052	St Chads School	CIL Monies - infrastructure					-£	3,991.00					-£	3,991.00								
30/09/2018	*18/09/11	Payment	2925	Y	18/19-053	Employee 1	September Salary	-£	619.16									-£	619.16								
19/09/2018	*18/09/12	Payment	dd	Y	18/19-053	LLC Pension	Pension	-£	135.23									-£	135.23								
19/09/2018	*18/09/13	Payment	dd		18/19-054	LLC Pension	Pension payment adjustment	-£	338.20									-£	338.20								
30/09/2018	*18/09/14	Payment	2924	Y	18/19-055	Employee 2	September Sick pay	-£	380.02									-£	380.02								
19/09/2018		Receipt	bacs	Y	18/19-056	HMRC VAT	Refund of VAT											£	4,250.14								
30/08/2018		Receipt	Bacs	Y		Lancs CC AP 1733774	Public Footpath Grant??					£	250.00					£	250.00								
31/08/2018		Receipt	Bacs	Y		Interest	Interest											£	5.44								
September Month Totals								-£	967.89	-£	1,472.61	£	-	-£	703.25	£	250.00	£	-	-£	3,991.00	£	5.44	£	4,118.60	-£	2,760.71

Chairman Date.....