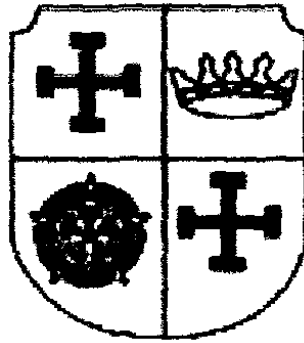


WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lesley Atherton
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4th April 2016

Notice of Meeting

Dear Councillor, You are hereby summonsed to attend a meeting of Whittle-le-Woods Parish Council which will be held at the Village Hall, Union Street, on Monday 11th April, 2016 at 7.30pm. This will be preceded by the annual grants meeting at 7:15.

Yours sincerely, Lesley Atherton, 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) Change to Declarations of interest
- 3) Planning matters
- 4) Correspondence
- 5) Ongoing issues
- 6) Projects
- 7) Reports from Representatives
 - a. Community Hall Trust
 - b. Chorley Civic Society
 - c. War Memorial
 - d. Other meetings.
- 8) Clerk's Report
- 9) Maintenance
- 10) Financial Committee meeting
- 11) June newsletter
- 12) Queen's 90th birthday - Picnic on the Polo
- 13) Fracking
- 14) Meeting invitations and committee meetings
- 15) Proposed new unadopted road advisory committee
- 16) Flooding
- 17) Planters, hanging baskets and lamp post baskets
- 18) Tidy Up Day
- 19) Report from Grants Meeting
- 20) Documents for Comment
- 21) Accounts
- 22) Councillors' reports
- 23) Confidential items

Whittle-le-Woods Parish Council Meeting Monday 11th April 2016

Pre-meeting Notes: This meeting will be preceded by the annual grants meeting at 7:15.

Apologies:

1) **Minutes of the last meeting**

2) **Change to Declarations of interest**

3) **Planning matters**

New

16/00241/FULHH - 19 Preston Road - Erection of a single storey rear extension and decking area to the rear.

16/00247/FULMAJ - Lane 150m West of Leatherlands Farm, Moss Lane - Proposed residential development consisting of 1, 3, 4 and 5 bedroom houses and apartments with associated landscaping and structure.

Amended

16/00118/FUL - Gelston, Dawson Lane - Section 73 application to vary condition 8 of planning permission 14/00508/FUL to "no more than 150 children shall be in attendance at the nursery at any one time" - Proposed parking provision has now been detailed. Later amended to "no more than 99 children shall be in attendance in the nursery at any one time".

Granted

16/00073/FUL - Gelston, Dawson Lane - Conversion of existing garage into a habitable space for D1 use.

16/00078/FULHH - 1 Blossom Grove - Erection of a single storey rear extension.

16/00087/FULHH - 13 Welch Walk - Erection of a garden shed.

4) **Correspondence**

General correspondence to be made available at the meeting. Also, specific correspondence items:

C1: Letter from Chairman Bell to Clayton Parish Council regarding road surfacing.

C2: Audit form now received.

C3: Borough Council election notices put onto noticeboards.

5) **Ongoing issues**

6) **Projects**

The Clerk has now asked Bedrock to proceed with resurfacing the Carrwood Lane footpath.

7) **Reports from Representatives**

a. Community Hall Trust b. Chorley Civic Society c. War Memorial d. Other meetings.

8) **Clerk's Report**

9) **Maintenance**

10) **Financial Committee meeting**

11) **June newsletter**

Date for final submissions.

12) **Queen's 90th birthday - Picnic on the Polo**

Also, at request of Chairman, Clerk has requested samples of mug, medal coin and bookmark from Insignia and a coin from Royal Mint. Insignia's prices - bookmark 50p each, medal coin £1.87 each and mug £3.20 each. Further suggestions - entertainment - band or brass band?

13) **Fracking**

Councillor Newall to prepare report.

14) **Meeting invitations and committee meetings**

15) **Proposed new unadopted road advisory committee**

16) **Flooding**

The Clerk has contacted Simon Clark regarding flooding issues.

17) **Planters, hanging baskets and lamp post baskets**

The Church Hill planters have now been ordered. The Clerk has now contacted Chorley Council ordering the maypole baskets and lamp post baskets (with some alterations). She has also ordered bedding from them, but as this is not normal procedure they are saying it is too late but will see what they can do. The current positioning of maypole baskets is as follows. Do we require any changes?

32 lamp post baskets as per these instructions:

Preston Road - 340, 341, 366, 380, 393, 398, 404, 409, 416, RR6.

Chorley Old Road - 21c, 30c, 32, 34, 37, 39, 41, also the last post at Waterhouse Green (no number).
21C and 30C are concrete posts - are these strong enough for the baskets?

Town Lane - 1, 3, 7, 20, 27, 32 (we had previously had one at post 28, but this could not be seen owing to the signpost).

Springside Crescent - 3 lamp posts (sorry, no numbers available).

Millennium Way - 148 (not in Whittle).

Dawson Lane - 1, 3.

Shaw Brow - 1, 3.

Regarding the Pole Green hanging baskets - letters have now gone out using the list with amendments and Parish Councillor suggestions.

18) **Tidy Up Day**

Chairman Bell will order the skip but there is a likely change to the date of this event. To be confirmed at meeting.

19) **Report from Grants meeting**

20) **Documents for Comment**

There are no documents for comment this meeting.

21) **Accounts (see following page)**

Cheques for signature:

2663 - E-On Christmas lighting	£3.15
2664 - Internal audit fee	£60.00
2665 - Employee 2 April wages	£353.36
2666 - Employee 1 April wages	£649.23
2667 - Employee 1 expenses Jan-March	£324.71

HMRC PAYE Year End has now been completed.

22) **Councillors' reports**

23) **Confidential items**

QUARTERLY REPORT 2015-2016: PAYMENTS

Month	Admin	Sals	War Mem	Loan	Maint	Elections	Grants	Proj/Misc	CIL	VAT	Total
April	110.00	923.15					125.00				1158.15
May	100.00	910.15			56.20			470.00		94.00	1630.35
June/July	1129.24	2002.79			106.84			174.99		28.90	3442.76
Quarter 1 totals	1339.24	3836.09	0.00	0.00	163.04	0.00	125.00	644.99	0.00	122.90	6231.26
August	2585.74	908.35		2519.98	407.50					121.50	6543.07
September	234.70	1264.34						235.00		56.42	1790.46
Quarter 2 totals	2820.44	2172.69	0.00	2519.98	407.50	0.00	0.00	235.00	0.00	177.92	8333.53
October	70.00	1489.86			40.00						1599.86
November	708.00	966.87						3109.33		621.87	5406.07
December		1348.93			965.24			621.46		193.05	3128.68
Quarter 3 totals	778.00	3805.66	0.00	0.00	1005.24	0.00	0.00	3730.79	0.00	814.92	10134.61
January	260.03	1172.78	2000.00		180.00			-204.99		47.57	3455.39
February	35.00	957.41		2519.98	2510.00			850.00		38.00	6910.39
March	364.43	1165.51						3.15		20.28	1553.37
Quarter 4 totals	659.46	3295.70	2000.00	2519.98	2690.00	0.00	0.00	648.16	0.00	105.85	11919.15
Year end	5597.14	13110.14	2000.00	5039.96	4265.78	0.00	125.00	5258.94	0.00	1221.59	36618.55

36618.55

QUARTERLY REPORT 2015-2016: INCOME

Month	Admin	Maint	Interest	VAT	Total
April	34600				34600
May	100		1.83		101.83
June/July	42	343.58	5.55	28.72	419.85
Quarter 1 totals	34742	343.58	7.38	28.72	35121.68
August	355	127.5	2.73		485.23
September	105		2.32		107.32
Quarter 2 totals	460	127.5	5.05	0	592.55
October	180	1155.03	2.64		1337.67
November	50	27.66	2.28		79.94
December	155		2.33		157.33
Quarter 3 totals	385	1182.69	7.25	0	1574.94
January	25	80	2.26		107.26
February	90		1.84	1139.86	1231.7
March			27.32		27.32
Quarter 4 totals	115	80	31.42	1139.86	1366.28
Year end	35702.00	1733.77	51.10	1168.58	38655.45

Balances with the Itemised Receipts Summary

Whittle-le-Woods Parish Council				
Trial Balance				
As of 31 March 2016				
RBS Current	540.28			
RBS Deposit	38849.02			
		39389.30		
	Debit	Credit		
Administration	£5,597.14	£35,702.00		
Salaries	£13,110.14			
Loan	£5,039.96			
Maintenance	£7,375.11	£1,733.77		
Elections				
War memorial	£2,000.00			
Project/misc	£2,149.61			
Grants	£125.00			
VAT	£1,221.59	£1,168.58		
Interest		£27.32		
Total	£36,618.55	£38,631.67		-£2,013.12
	Year's	Year's		
	expenses	income		