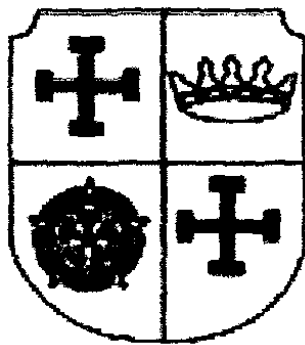


WHITTLE-LE-WOODS PARISH COUNCIL



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14th November 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 21st November, 2016 at 7.30pm.

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) Projects committee update
- 6) Neighbourhood project priorities
- 7) Reports from representatives
 - a. Community Hall Trust
 - b. War Memorial
 - c. Other meetings.
- 8) Clerk's report
- 9) Maintenance
- 10) Newsletter
- 11) Flooding committee update
- 12) Joint 114 bus committee update
- 13) Standing orders review
- 14) Christmas
- 15) Red telephone box consultation/adoption
- 16) Documents for comment
- 17) Accounts (see following page)
- 18) Councillors' reports
- 19) Confidential items

Whittle-le-Woods Parish Council Meeting Monday 21st November 2016

Pre-meeting Notes:

Apologies: Councillors B and P Higham and Councillor Fogarty.

1) **Minutes of the last meeting**

2) **Change to declarations of interest**

3) **Planning matters**

New

16/00925/FULHH - Hardacre Barn, Hardacre Lane - Proposed new front door and entrance area to front elevation with associated steps - Extension requested.

16/00945/PDE - 9 Stamford Drive - Prior approval. Erection of a single storey rear conservatory measuring 5.79m in depth, 3.88m in width and a maximum of 3.4m in height.

16/00970/FULHH - Kyndere, Shaw Hill - Proposed first floor alterations to existing open balcony to form a new enclosed part brick part glazed studio and infilling of existing open porch. Extension requested from 14th to 21st November.

16/00996/FULHH - 28 Chorley Old Road - Erection of a first floor rear extension. Extension requested. Application now withdrawn - see below.

16/00957/FULHH - 20 Dorset Drive, Buckshaw Village - Erection of single storey side and rear extension. Extension requested.

16/01015/FULHH - 119 Preston Road - Proposed new double garage with link extension to front elevation of existing house and rear single storey extension to the rear of existing house. Changes to external material palette and window and door openings. The Clerk has received comments from Councillors Higham on this application.

16/01026/CLEUD - 34 Cross Keys Drive - Application for certificate of lawfulness for side dormer extension.

Withdrawn

16/00770/CLPUD - 28 Chorley Old Road - Application for a certificate of lawfulness for a proposed rear first floor extension.

Granted

16/00845/FULHH - 80 Blackburn Road - Erection of detached garage to rear.

16/00830/FULHH - 193 Chorley Old Road - Retrospective application for the erection of gate posts and gate.

16/00797/FUL - Whittle-le-Woods Primary School, Preston Road - Proposed new modular classroom unit incorporating classroom, small group room, toilets and cloakroom, including ramped access.

16/0694/FULHH - 137 Chorley Old Road - Erection of single storey rear extension.

16/00585/FULHH - 193 Chorley Old Road - Proposed double garage.

4) **Correspondence**

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

C1: Seasonal lighting form. Are the Christmas tree's power requirements the same as last year?

C2: Letter sent on behalf of Parish Councils regarding Chorley Hospital's Accident and Emergency Department.

C3: Letter of notification of CIL monies just paid (£4358.62). No payment is currently forecast for

April.

C4: Notification of highway works to be carried out in the Preston Road area on 4th January 2017.

C5: Parish Councillors have been invited to a flooding conference in Bilsborrow, Preston on 28th January.

C6: Resident of St Helen's Road regarding flooding, seeking advice on how to progress.

5) **Projects committee update**

6) **Neighbourhood project priorities**

As part of this agenda item, the Parish Council needs to now consider Neighbourhood Priorities and to complete the scoping document for next year's requested projects.

7) **Reports from representatives**

a. Community Hall Trust b. War Memorial c. Other meetings (Liaison meeting).

8) **Clerk's report**

9) **Maintenance**

Items done on the maintenance contract from the 1st August to the end of November 2016

1. Cut grass on Cow Well x6
2. Strimmed the Smithy fields footpath
3. Strimmed Carwood Lane footpath
4. Strimmed footpath from Lady Crosse drive to the A6
5. Cut hedge on Brewery fields footpath
6. Cleaned up leaves from Brewery Fields footpath
7. Weeded Triangle
8. Strimmed School Brow
9. Cut back lower vegetation and hedge on Cow Well lane footpath
10. Cut back bushes and strimmed lower vegetation Roebuck steps
11. Cleared round Notice Boards Town Lane and Preston Road x2
12. Cut back hedge and lower vegetation on Town Lane footpath x2
13. Cut back bushes and grass on Springs Crescent footpath

10) **Newsletter**

The Clerk submitted the newsletter on the 28th October and it will be ready in advance of this meeting.

11) **Flooding committee update**

The grant forms have been received, but some clarification has been sought. The Clerk is awaiting information from the flooding committee.

12) **Joint 114 bus committee update**

13) **Standing orders review**

Councillor B Higham has now corrected the standing orders and the document was forwarded by email to all the Parish Councillors in advance of this meeting.

14) **Christmas**

The laminated carol sheets require re-making. The Clerk ordered the tree from Carvers and delivery will be on Saturday 26th. Update regarding provisional music booking of Paul K which requires discussion/approval. Agree amount for refreshments etc.

Councillor Bell asked for details of the business Christmas trees from last year. The Clerk will bring a copy of this invoice to the meeting.

15) **Red telephone box consultation/adoption**

16) **Documents for comment**

There are two documents for comment this meeting:

- 1) Public consultation regarding the proposed removal of some BT payphones.
- 2) Proposed street name - Kem Mill, Kem Mill Lane - Chapel Fold is proposed (named after Chapel Fold Farm located at the other side of the cricket pitch).

17) **Accounts (see following page)**

Cheques for signature:

2710 - Employee 2 November wages £304.16

2711 - Employee 1 November wages £649.22

2712 - Newbury Printers Christmas newsletter £727

2713 - Mr Shipman Remembrance Day wreath £20

18) **Councillors' reports**

19) **Confidential items**

OCT ACCOUNTS - TO BE APPROVED AT NOV MEETING				
Accounts				
Budget Monitoring as at 31st October 2016				
	2016/7 Accounts		2015/6 Accounts	TOTAL
Expenditure	Budget	Actual	Spent in 2016	SPENT
Admin - Admin	6,940.00	4,062.07	-	4,062.07
Admin - Sals	15,000.00	8,358.96	-	8,358.96
War memorial	2,000.00	-	-	-
Loan	5,040.00	2,519.98	-	2,519.98
Maintenance	10,030.00	780.36	-	780.36
Grants	500.00	150.00	-	150.00
Projects	8,155.03	3,460.53	-	3,460.53
Other costs/misc	3,600.00	-	-	-
CIL	-	-	-	-
VAT	-	713.04	-	713.04
	51,265.03	20,044.94	-	20,044.94
				<i>Total pmnts year so far</i>
	2016/7 Accounts		2015/6 Accounts	TOTAL
Income	Budget	Actual	Income in 2016	INCOME
Administration	36,808.00	36,178.00	-	36,178.00
Maintenance	220.00	161.50	-	161.50
CIL	-	17,204.06	-	17,204.06
Bank Interest	50.00	18.79	-	18.79
VAT repayment	-	818.47	-	818.47
	37,078.00	54,380.82	-	53,562.35
				<i>Total income year so far</i>
Payments presented for authorisation				
2710 - Employee 2 November wages				£304.16
2711 - Employee 1 November wages				£649.22
				£953.38
Accounts for month ending 31st October 2016				
Receipts			Payments	
Interest	2.92		Employee 2 October wages	338.76
J Delamere ad	25.00		Employee 1 October wages	649.22
HMRC VAT refund	447.54		Employee 1 July to Sept expenses	134.85
CIL	4358.62		LCC pension	148.18
Total receipts	4834.08		Total payments	1,271.01
			Current a/c 26th Oct	361.62
			Deposit a/c 26th Oct	66767.18
			Bank balances	67128.80
30th Sept balance	67306.52		+ Deposits not incl	4846.16
+ Receipts	4834.08		- Unpresented cheqs	1105.37
- Payments	1271.01			
31st Oct balance	70869.59		31st Oct balance	70869.59