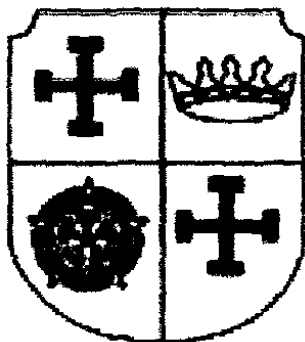


WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lesley Atherton
Clerk to the Council
10 Chester Place,
Adlington,
PR6 9RP
Tel: 01257 474961
www.whittlelewoodsparishcouncil.org.uk
whittlelewoodspc@yahoo.co.uk

3rd April 2017

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 10th April, 2017 at 7.30pm. This meeting will be preceded by the annual Grants meeting.

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) Changes in Declarations of Interest
- 3) Defibrillator checks
- 4) Planning matters
- 5) Correspondence
- 6) Project committee update
- 7) Reports from Representatives
 - a. Community Hall Trust
 - b. War Memorial
 - c. Other meetings.
- 8) Clerk's Report
- 9) Maintenance
- 10) Financial Committee meeting
- 11) Adoption of red phone boxes
- 12) June newsletter
- 13) Parish Councillor Vacancy
- 14) Buckshaw Village pond
- 15) Flooding committee update
- 16) Identifying ways of improving the villagers' health
- 17) Planting etc
- 18) Update on the Path improvements leading to The Whittle Spinney off Birchin Lane?
- 19) Dog waste in village
- 20) Lengthsman hours
- 21) Documents for Comment
- 22) Accounts (see following page)
- 23) Councillors' reports
- 24) Confidential items

Whittle-le-Woods Parish Council Meeting Monday 10th April 2017

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

Apologies: Councillor Partington.

1) **Minutes of the last meeting**

2) **Changes in Declarations of Interest**

3) **Defibrillator checks**

4) **Planning matters**

New

17/00272/FULHH - 11 Whittle Hills Close - Single storey rear extension. Extension to 11th April requested on 14/03.

17/00227/FULHH - The Paddock, Dawson Lane - Two storey rear extension and associated balconies.

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).

17/00323/TPO - 11 Berry Avenue - 20% crown thin and removal of dead wood to oak tree (T23 to Chorley BC TPO No 7 (WLW 1995)).

17/00320/LBC - Barn 10m East of Lock Farm, 154 Town Lane - Revisions to Listed Building Consent 16/00513/LBC. 1) Extend link extension to 5700mm externally. 2) Glazed balcony to Bed 1. 3. Utilise/reinstate original vents to West facade as window openings. 4) Two additional first floor windows to East facade. 5) Addition of side glazing panel to North facing utility door. 6) New North facing bed 2 window. 7) New side access door to garage.

17/00314/MNMA - Barn 10m East of Lock Farm, 154 Town Lane - Non-Material Amendment following the grant of planning permission (16/00512/FUL - Conversion to residential dwelling including ground floor glazed link extension, demolition of dilapidated outbuilding): 1) Extend depth of link extension to 5.7m externally 2) Glazed balcony to Bed 1 3) Utilise/reinstate original vents to west facade as window openings 4) Two additional first floor windows to east facade 5) Addition of side glazing panel to north facing utility door 6) New north facing Bed 2 window 7) New side access door to garage.

17/00216/MNMA - Brookfield, Kem Mill Lane - Minor non-material amendment to planning approval 16/01082/FUL comprising alterations to fenestration, chimneys and additional roof lights (already approved - see below).

17/00325/TPO - Beechwood, Parkside Drive - Beech T9, Canopy reduce by 1.5m to reduce lever arm and risk of windthrow.

17/00378/FULHH - 5 Southall Grove, Buckshaw Village - Erection of a shed/summerhouse.

Amended

16/01135/OUT - 2 Cliffe Drive - Outline application for demolition of existing garage and erection of dwelling in side garden.

Withdrawn

17/00051/CLPUD - 11 Whittle Hills Close - Construction of new single storey rear extension

Granted

17/00047/TPO - Cuckoo Lodge, Dark Lane - Ash (G1), Felling of 2 ash trees and felling of a stand of 8

ash trees.

17/00042/FULHH - 2 Theale Place, Buckshaw Village - Erection of detached building in rear garden to form ancillary granny annexe.

17/00216/MNMA - Brookfield, Kem Mill Lane - Minor non-material amendment to planning approval 16/01082/FUL comprising alterations to fenestration, chimneys and additional roof lights.

17/00131/FULHH - 63 Royton Drive - Demolition of existing detached garage and construction of two and one storey rear and side extension.

17/00272/FULHH - 11 Whittle Hills Close - Single storey rear extension.

17/00176/FULHH - 106 Chorley Old Road - Rear dormer extension.

17/00135/COU - Parkville Hotel and Truffles Restaurant, Preston Road - Change of use of the building from a mixed-use restaurant, hotel and apartment to a children's nursery.

17/00102/DIS - Leatherlands Farm, Moss Lane - Application to discharge conditions 18 (removal of hedgerows, trees and shrubs), 19 (biodiversity enhancement measures) and 26 (contamination report) attached to planning permission 16/00509/FULMAJ - proposed development for the erection of 45 dwellings and associated landscaping and infrastructure.

5) **Correspondence**

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

C1: Road closures relating to Chorley Grand Prix on 15th April. Emailed to Parish Councillors on 20/03.

C2: Temporary road closure on Mill Lane 18th April to 12th May to enable carriageway patching works to take place. Emailed to Parish Councillors on 20/03.

C3: Temporary road closure of Tithe Barn Lane, Heapey, from 18th April till 5th May to enable carriageway resurfacing works.

C4: Audit paperwork for 2016/7 has now been received from BDO.

C5: Latest CIL receipt summary. Nothing is due to be payable in April.

C6: Correspondence from resident concerned about the Buckshaw Village pond.

C7: Correspondence from resident concerned about road damage caused by HGVs.

C8: Contact from Irene Elwell at Chorley Council in response to Clerk's questions provided by Chair.

C9: Contact from resident regarding broken bench at top of Shaw Brow.

6) **Project committee update**

Recommendations for seating locations as discussed at last meeting, including Spinney Fields footpath and Blackburn Road triangle.

7) **Reports from Representatives**

a. Community Hall Trust b. War Memorial c. Other meetings.

8) **Clerk's Report**

The Lengthsman's wages will increase by 30p per hour in April, in line with government recommendations.

9) **Maintenance**

Maypole baskets and watering. The Clerk will bring information to the meeting.

Update regarding Smithy Fields footpath, and confirmation in writing of what work Chorley Council will be carrying out in what area. The Clerk has requested this information from Paul Morrison.

David Hull has confirmed that, following conversation with Councillor Bell, he will be removing bulbs,

putting in Summer bedding and adding bulbs at end of season (removed bulbs to be replanted elsewhere) in the following areas (price includes plants): 1. Tubs on Church Hill 2. Square planters on Chorley Old Road 3. Planter under notice board on Chorley Old Road 4. Rockery behind the above notice board 5. Planter on the Heather bed outside the Roebuck pub. The cost will be approximately £250. He has also been asked to find some plants/bushes to fill up the gaps on the heather bed. Cost approx £150 depending on plants used.

10) **Financial Committee meeting**

This was held on Wednesday 22nd March.

11) **Adoption of red phone box**

The phone box has now had all the telephony removed. The Clerk has now emailed Paul Morrison to request the phone box be painted.

12) **June newsletter**

13) **Parish Councillor Vacancy**

Kathleen Cornwell expressed interest in the vacancy. She has already been interviewed and was invited to this meeting, but is unable to attend owing to holiday.

14) **Buckshaw Village pond**

15) **Flooding committee update**

16) **Identifying ways of improving the villagers' health**

The Clerk has asked Paul Morrison for data regarding Whittle residents only.

17) **Planting etc**

The Clerk has now sent out letters to local businesses for hanging basket orders and has ordered lamp post planters from Plantscape. **Locations of baskets?**

18) **Update on the path improvements leading to The Whittle Spinney off Birchin Lane**

Moving dog bin to nearer the road so people don't have to cross the grass.

19) **Dog waste in village**

Ways forward. Campaign with Neighbourhood Committee? The Clerk has emailed Paul Morrison for advice.

20) **Lengthsman hours**

21) **Documents for Comment**

There are three documents for comment this meeting.

1. Proposal regarding Dawson Lane 40mph speed limit. Comments requested by 11th April.
2. Proposed new street names on the Leatherlands Farm development, Moss Lane. Suggested names are Leatherland Drive and Fallow Close.
3. **Request for specific project or infrastructure to be included on Chorley's Regulation 123 List.**

22) **Accounts (see following page)**

Cheques for signature:

2744 - To Charities account from Clayton Charities £100

2745 - HMRC end of year payment £156.16

2746 - Employee 2 April wages £340.60

2747 - Employee 1 April wages £649.22

2748 - Employee 1 expenses Jan-Mar £264.52

2749 - D Hull cricket pitch path £1385

Also an additional mandate signature request has been received regarding the addition of signatories onto the account.

23) **Councillors' reports**

24) **Confidential items**

MARCH ACCOUNTS - TO BE APPROVED AT APRIL MEETING				
Accounts				
Budget Monitoring as at 31st March 2017				
	2016/7 Accounts		2015/6 Accounts	TOTAL
Expenditure	Budget	Actual	Spent in 2016	SPENT
Admin - Admin	6,940.00	5,555.81	-	5,555.81
Admin - Sals	15,000.00	15,515.04	-	15,515.04
War memorial	2,000.00	2,000.00	-	2,000.00
Loan	5,040.00	5,039.96	-	5,039.96
Maintenance	10,030.00	8,894.98	-	8,894.98
Grants	500.00	150.00	-	150.00
Projects	8,155.03	3,539.27	-	3,539.27
Other costs/misc	3,600.00	-	-	-
CIL	-	-	-	-
VAT	-	1,571.06	-	1,571.06
	51,265.03	42,266.12	-	42,266.12
				<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	36,638.00	-	36,638.00
Maintenance	220.00	161.50	-	161.50
CIL	-	17,204.06	-	17,204.06
Bank Interest	50.00	24.19	-	24.19
VAT repayment	-	818.47	-	818.47
	37,078.00	54,846.22	-	54,027.75
				<i>Total income year so far</i>
Payments presented for authorisation				
2744 - To Charities account re Clayton payment				£100.00
2745 - HMRC final year payment				£156.16
2746 - Employee 2 March wages				£340.60
2747 - Employee 1 March wages				£649.22
2748 - Employee 1 January to March expenses				£264.52
2749 - D Hull cricket pitch path				£1,385.00
				£2,895.50
Accounts for month ending 31st March 2017				
Receipts		Payments		
From Clayton to trsfr		Employee 1 March wages		649.22
to Whittle charities	100.00	Employee 2 March wages		318.04
Interest	0.41	Physio Control defib batteries		178.56
		D Hull Kem Mill Lane fence work		265
		D Hull maintenance contract		1000
		D Hull Kem Mill Lane tree work		80
		E-On Christmas tree power		8.61
		See receipts		100
		HMRC final year payment		156.16
		LCC Pension		148.18
		January to March expenses		264.52
Total receipts	100.41	Total payments		3,168.29
		Current a/c 24th March		1251.57
		Deposit a/c 24th March		49578.74
		Bank balances		50830.31
28th Feb balance	52181.69	+ Deposits not incl		0.00
+ Receipts	100.41	- Unpresented cheqs		1716.50
- Payments	3168.29			
31st March balance	49113.81	31st March balance		49113.81

QUARTERLY REPORT 2016-7: PAYMENTS

Month	Admin	Sals	War Mem	Loan	Maint	Elections	Grants	Proj/Misc	Sect137	VAT	Total
April		1150.77					150.00	1419.25		265.08	2985.10
May	50.00	1333.49			180.00			71.04		36.00	1670.53
June/July	974.67	2288.48			530.36			493.24		110.14	4396.89
Quarter 1 totals	1024.67	4772.74	0.00	0.00	710.36	0.00	150.00	1983.53	0.00	411.22	9052.52
August	2887.97	1297.74		2519.98	70.00			800.00		166.00	7741.69
September	15.00	1152.32						677.00		135.40	1979.72
Quarter 2 totals	2902.97	2450.06	0.00	2519.98	70.00	0.00	0.00	1477.00	0.00	301.40	9721.41
October	134.43	1136.16								0.42	1271.01
November	747.00	2201.56			3140.42					628.50	6717.48
December	357.66	1101.56			830.66			78.74		176.43	2545.05
Quarter 3 totals	1239.09	4439.28	0.00	0.00	3971.08	0.00	0.00	78.74	0.00	805.35	10533.54
January	9.58	1101.56	2000.00		1455.37					43.07	4609.58
February	25.00	1479.80		2519.98	1156.00						5180.78
March	354.50	1271.60			1532.17					10.02	3168.29
Quarter 4 totals	389.08	3852.96	2000.00	2519.98	4143.54	0.00	0.00	0.00	0.00	53.09	12958.65
Year end	5555.81	15515.04	2000.00	5039.96	8894.98	0.00	150.00	3539.27	0.00	1571.06	42266.12

42266.12

QUARTERLY REPORT 2016-7: INCOME

Month	Admin	Maint	Interest	CIL	VAT	Total	
April	35733			12845.44		48578.44	
May			2.57		370.93	373.5	
June/July	175	85	6.87			266.87	
Quarter 1 totals	35908	85	9.44	12845.44	370.93	49218.81	
August	245	76.5	3.09			324.59	
September			3.34			3.34	
Quarter 2 totals	245	76.5	6.43	0	0	327.93	
October	25		2.92	4358.62	447.54	4834.08	
November	25		2.84			27.84	
December	50		1.07			51.07	
Quarter 3 totals	100	0	6.83	4358.62	447.54	4912.99	
January	260		0.55			260.55	
February	25		0.53			25.53	
March	100		0.41			100.41	
Quarter 4 totals	385	0	1.49	0	0	386.49	
Year end	36638.00	161.50	24.19	17204.06	818.47	54846.22	Balances with the Itemised Receipts Summary