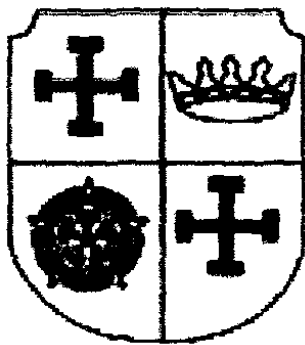


WHITTLE-LE-WOODS PARISH COUNCIL



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5th June 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 12th June, 2017 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) 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) Neighbourhood schemes
- 11) June newsletter
- 12) Audit
- 13) Flooding committee update
- 14) Identifying ways of improving the villagers' health
- 15) Planting etc
- 16) Dog waste in village
- 17) Queen's birthday picnic
- 18) Terms of reference for finance committee
- 19) Standing orders
- 20) Manchester attack
- 21) Clean up day
- 22) Documents for comment
- 23) Accounts
- 24) Councillors' reports
- 25) Confidential items

Whittle-le-Woods Parish Council Meeting Monday 12th June 2017

Pre-meeting Notes:

Apologies: Councillors Cornwell and Fogarty.

1) **Minutes of the last meeting**

2) **Changes in declarations of interest**

3) **Defibrillator checks**

4) **Planning matters**

New

17/00540/TPO - 29 The Ridings - Oak (T1) crown reduction all over by 2m. Oak (T2) crown reduction on south side by 2.5m and crown reduction on north west side by 2m. Oak (T3) crown reduction all over by 3m.

17/00507/TPO - 1 Buckton Close - T44 oak to Chorley BC TPL 12 1992: Remove dead wood and reduce to create a 'nature stump'.

17/00377/OUTMAJ - Land adjacent to Lady Crosse Drive - Outline application for up to 12 dwellings (with all matters reserved save for access).

Amendment

17/00335/FULHH - 2 Theale Place - Play area platform - 4m * 4m, raised decked platform with barrier and a garden shed. The plans have now been amended to remove the steps and access ramp and to add privacy screening.

Granted

17/00414/TPO - Greenways, Parkside Drive South - Works to trees within Chorley Borough Council TPO No 11 (WLW) 1992: T12 - Oak: Fell; T27 - larch: Fell.

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

5) **Correspondence**

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

6) **Project committee update**

Bench seating locations as from last meeting. Chairman Bell suggests we go ahead with Church Hill and Birchin Lane suggestions.

7) **Reports from representatives**

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

8) **Clerk's report**

Malcolm Bell took a week of leave from the 22nd May.

Clerk to take week of leave in late July.

9) **Maintenance**

David Hull has now repaired the bench on Shaw Brow.

Union Street play area grounds maintenance improvements.

David Hull has also completed the following work from the maintenance contract: 1.Cut grass on Cow Well x4, 2.Strimmed the Smithy fields footpath x2, 3.Strimmed the footpath from Dawson Lane to the river, 4.Strimmed footpath from Lady Crosse Drive to the A6 x2, 5.Strimmed Brewery Fields footpath and cleaned up footpath, 6.Strimmed Factory Lane footpath, 7.Weeded triangle, 8.Strimmed River Lostock footpath, 9. Cleared round notice boards Town Lane and Preston Road, 10.Strimmed School Brow ,cut back bushes and cleaned up path, 11 Strimmed canal trail and littered picked, 12.Strimmed and cut back brambles on Smith Street footpath.

10) **Neighbourhood schemes**

Chairman has liaised with Bernie Heggarty to get the painting, pane replacement and earth rod progressed for the phone box.

The Clerk has requested an update regarding the scope of Smithy Fields path but negotiations are still taking place with contractors.

11) **June newsletter**

The deadline for the June newsletter was 8th June. By the time of the meeting, the newsletter should be with the printer.

12) **Audit**

The Clerk has attended a meeting with the internal auditor. The audit paperwork was approved and copies were sent to Finance Committee members in advance of this meeting. To sign off at this meeting.

13) **Flooding committee update**

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

15) **Planting etc**

Maypole baskets. Ways forward.

16) **Dog waste in village**

17) **Queen's birthday picnic**

Arrangements are being finalised. Chairman Bell has requested additional event funding of £150. Banners are up and flyers have been distributed.

18) **Terms of reference for finance committee**

This was distributed to all Parish Councillors as part of the May minutes. For discussion and signing off.

19) **Standing orders**

Councillor Marsden has discovered a draft standing orders document online. How to progress?

20) **Manchester attack**

21) **Clean up day**

This event was cancelled. New date suggestion.

22) **Documents for comment**

There are no documents for comment this meeting.

23) **Accounts (see following page)**

Cheques for signature:

2757 - Eileen Whiteford internal auditor fee £60

2758 - Employee 1 June wages £650.18

2759 - Employee 2 June wages £352.80

The contribution to LCC for employee and employer's pensions has risen to £155.07 per month.

24) **Councillors' reports**

25) **Confidential items**

MAY ACCOUNTS - TO BE APPROVED AT JUNE MEETING

Accounts

Budget Monitoring as at 30th May 2017

	2017/8 Accounts		2016/7 Accounts	TOTAL
Expenditure	Budget	Actual	Spent in 2017	SPENT
Admin - Admin	6,436.00	215.07	-	215.07
Admin - Sals	15,700.00	1,138.00	-	1,138.00
War memorial	2,000.00		-	-
Loan	5,040.00		-	-
Maintenance	11,728.50		-	-
Grants	500.00	200.00	-	200.00
Projects	4,200.00	1,385.00	-	1,385.00
Other costs/misc	1,300.00			
CIL	-		-	-
VAT	-		-	-
	46,904.50	2,938.07	-	2,938.07

Total pmnts year so far

	2017/8 Accounts		2016/7 Accounts	TOTAL
Income	Budget	Actual	Income in 2017	INCOME
Administration	38,847.00	37,647.00	-	37,647.00
Maintenance	220.00		-	-
CIL				
Bank Interest	50.00	0.59		0.59
VAT repayment			-	-
	39,117.00	37,647.59	-	37,647.59

Total income year so far

Payments presented for authorisation

2757 Internal auditor fee	£60.00
2758 Employee 1 June wages	£650.18
2759 Employee 2 June wages	£352.80

£1,062.98

Accounts for month ending 30th May 2017

Receipts		Payments	
Interest	0.59	LCC pension	155.07

Total receipts 0.59 Total payments 155.07

Current a/c 26th May 732.00

Deposit a/c 26th May 83226.76

Bank balances 83958.76

30th April balance 84038.24 + Deposits not incl 0.00

+ Receipts 0.59 - Unpresented cheqs 75.00

- Payments 155.07

30th May balance 83883.76 30th May balance 83883.76