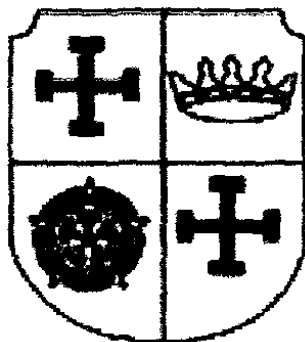


# WHITTLE-LE-WOODS PARISH COUNCIL



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

3rd November 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 13th November, 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) Flooding committee update
- 12) Identifying ways of improving the villagers' health
- 13) CIL monies
- 14) Youth monies and future play schemes
- 15) Newsletter
- 16) New Clerk
- 17) Christmas tree and other arrangements
- 18) Lamp post basket locations
- 19) Resignation of Councillor Cornwell
- 20) Remembrance Day
- 21) Standing orders
- 22) New bank mandates
- 23) Documents for comment
- 24) Accounts
- 25) Councillors' reports
- 26) Confidential items

## **Whittle-le-Woods Parish Council Meeting Monday 13th November, 2017**

Pre-meeting Notes: This meeting will be attended both by the current Clerk and by the new Clerk.

### **Apologies:**

- 1) **Minutes of the last meeting**
- 2) **Changes in declarations of interest**
- 3) **Defibrillator checks**
- 4) **Planning matters**

### **New**

- 17/00993/FULHH - 8 Lancashire Drive, Buckshaw Village - Single storey rear extension.
- 17/01020/LBC - Johnson's Hillock 4th Lock Bridge, no 81, Town Lane - Listed building consent for the extension of two lock ladder recesses and replacement of tail gates.
- 17/01015/TPO - 14 Stamford Drive - Oak tree within rear garden - crown reduction by 20%.
- 17/01047/FULHH - 20 Foxglove Drive - Proposed two storey side extension with detached double garage to front of property.
- 17/00959/CLPUD - Gelston, Dawson Lane - Application for a certificate of lawfulness for the proposed siting of an ancillary outbuilding.

### **Granted**

- 17/00951/DIS - Rambler Cottage, 86 Preston Road - Application to discharge conditions 4 and 5 (boundary details), 9 (materials), 12 (site access), 14 (Dwelling Emission Rate details) and 15 (Dwelling Emission Rate compliance) attached to planning permission 15/00359/FUL - Conversion of end terraced dwelling into two dwellings including a single storey extension, erection of detached dwelling and creation of new vehicular access.
- 17/00832/TPO - 31 Dunham Drive - Crown reduction and branch removal of oak trees to front and rear of property (covered by TPO7, 1996).
- 17/00739/FUL - 68 Blackburn Road - Demolition of existing stables and store buildings and erection of one detached dwelling.
- 17/00610/FULHH - Rustic Oak Farm, Moss Lane - Formation of new driveway and vehicular access from Moss Lane.
- 17/00458/P3PAN - 23 Shaw Brow (ex post office) - Prior approval under Part 3, Class M of the Town and Country Planning (General Permitted Development) (England) Order 2015 for change of use of post office (USE Class A1) to dwelling (Use Class C39).

### **Other decision**

- 17/00938/PDE - 20, The Ridings - Prior approval: single storey rear extension measuring 4.9m depth with eaves height 3.1m and maximum height 3.1m (following demolition of existing rear conservatory). Prior permission is not required.

### 5) **Correspondence**

General correspondence to be made available at the meeting. Also, specific correspondence items:  
C1: Email from local resident complaining that Plantscape had removed the hanging baskets at

3:45am on a Monday morning.

C2: Boundary Committee rearranged briefing meeting to 6th December at 6:30pm. Would two representatives from the Parish Council like to attend?

C3: Resident from Ivy Farm, Moss Lane is concerned about barrier railings outside her house. In February there was an accident and half were knocked down. How to proceed.

C4: Councillor Yates' concerns regarding siting of temporary bus stop.

C5: Resident's complaint regarding conifers at top of Cow Well Lane. This has been reported to Highways who contacted the resident. Ways forward?

C6: Resident complaining that a major number of Preston Road gullies are blocked and water is flooding across the road.

C7: New resident offering her services as a volunteer.

C8: Resident reported problem with the chemist's car park. What can be done?

C9: Kim Snape put forward residents' concerns regarding the proposed BMX site, and have asked for the Parish Council to share the outcome of the residents' survey.

#### 6) **Project committee update**

#### 7) **Reports from representatives**

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

#### 8) **Clerk's report**

Include discussion of finance meeting November re precept.

#### 9) **Maintenance**

Tell Chorley Community Housing that the wild flower areas at the top of Church Hill need to be re-turfed.

Chairman Bell has asked David Hull to do Winter planting. He has also got two bags of bulbs for planting.

#### 10) **Neighbourhood schemes**

#### 11) **Flooding committee update**

Email from local resident regarding progress.

#### 12) **Identifying ways of improving the villagers' health**

Community garden can not go ahead. Other suggestions?

#### 13) **CIL monies**

The latest CIL monies report has now been received and the CIL Annual Report for 2016/7 has been produced, submitted to Chorley Council and made available on the website.

#### 14) **Youth monies and future play schemes**

Can it be agreed to spend further monies on the youth pre-April? Clerk to come to meeting with details of money remaining.

#### 15) **Newsletter**

The newsletter was sent to the printer on the 1st of November.

16) **New Clerk**

Interviews took place and a new Clerk, Lisa Pickering, has been recruited. Her contract began on 16th October 2017, with training beginning on the same date.

17) **Christmas tree and other arrangements**

Councillor McDonald has ordered the new Christmas tree lights which will be brought to this meeting.

18) **Lamp post basket locations**

Buckshaw Village locations to be considered.

19) **Resignation of Councillor Cornwell**

The Clerk has now informed Chorley Council of the resignation of Councillor Cornwell and posters have been put on the noticeboards.

20) **Remembrance Day**

The service was held on Sunday, 12th November.

21) **Standing orders**

22) **New bank mandates**

23) **Documents for comment**

There is one document for comment this meeting:

1. Email regarding funding of Chorley bus services (forwarded to Parish Councillors in advance of this meeting owing to comment date of 10th November).

24) **Accounts (see following page)**

Cheques for signature:

2851 Employee 2 November wages	£352.86
2852 J Shipman remembrance wreath	£25.00
2853 New Employee 1 October wages	£300.63
2854 New Employee 1 November wages	£601.25
2855 Steve Limmer removal of willow	£280.00
2856 Physio Control defibrillator	£905.01
2857 Old Employee 1 November wages	£883.45

25) **Councillors' reports**

26) **Confidential items**

<b>OCT ACCOUNTS - TO BE APPROVED AT NOV MEETING</b>				
<b>Accounts</b>				
<b>Budget Monitoring as at 31st October 2017</b>				
	<b>2017/8 Accounts</b>		<b>2016/7 Accounts</b>	<b>TOTAL</b>
<b>Expenditure</b>	<b>Budget</b>	<b>Actual</b>	<b>Spent in 2017</b>	<b>SPENT</b>
Admin - Admin	6,436.00	1,985.42	-	1,985.42
Admin - Sals	15,700.00	10,599.91	-	10,599.91
War memorial	2,000.00		-	-
Loan	5,040.00	2,519.98	-	2,519.98
Maintenance	11,728.50	4,084.20	-	4,084.20
Grants	500.00	200.00	-	200.00
Projects	4,200.00	3,805.00	-	3,805.00
Other costs/misc	1,300.00			-
CIL	-		-	-
VAT	-	1,141.18	-	1,141.18
	<b>46,904.50</b>	<b>24,335.69</b>	<b>-</b>	<b>24,335.69</b>
				<i>Total pmnts year so far</i>
	<b>2017/8 Accounts</b>		<b>2016/7 Accounts</b>	<b>TOTAL</b>
<b>Income</b>	<b>Budget</b>	<b>Actual</b>	<b>Income in 2017</b>	<b>INCOME</b>
Administration	38,847.00	38,020.50	-	38,020.50
Maintenance	220.00	128.00	-	128.00
CIL				
Bank Interest	50.00	3.85		3.85
VAT repayment		858.02	-	858.02
	<b>39,117.00</b>	<b>39,010.37</b>	<b>-</b>	<b>38,152.35</b>
				<i>Total income year so far</i>
<b>Payments presented for authorisation</b>				
				£352.86
2851 Employee 2 November wages				£25.00
2852 J Shipman remembrance wreath				£300.63
2853 New Employee 1 October wages				£601.25
2854 New Employee 1 November wages				£280.00
2855 Steve Limmer removal of willow				£905.01
2856 Physio Control defibrillator				£883.45
2857 Old Employee 1 November wages				
				<b>£3,348.20</b>
<b>Accounts for month ending 31st Oct 2017</b>				
<b>Receipts</b>		<b>Payments</b>		
Interest	0.54	Employee 2 Oct wages		352.80
		Employee 1 Oct wages		650.18
		Clerk vacancy adverts		723.60
		Cardiac Sceince		422.00
		Trailer cave field hire		50.00
		Employee 1 (Lisa) Oct wages		300.63
		Shipman remembrance wreath		25.00
		Town Centre Trees		240.00
		LCC pension		155.07
Total receipts	0.54	Total payments		2919.28
		<b>Current a/c 26th Oct</b>		1220.18
		<b>Deposit a/c 26th Oct</b>		62088.04
		<b>Bank balances</b>		63308.22
<b>30th Sept balance</b>	65768.34	<b>+ Deposits not incl</b>		0.00
<b>+ Receipts</b>	0.54	<b>- Unpresented cheqs</b>		458.62
<b>- Payments</b>	2919.28			
<b>31st Oct balance</b>	62849.60	<b>31st October balance</b>		62849.60