

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, December 10<sup>th</sup>, 2018.

Present Chairman Bell, Parish Councillors Auwerx, Briscoe, Evans, Fogarty, B Higham, P Higham, Newall, Partington, Wood, Yates, and the Clerk.

Apologies Councillor McDonald  
The meeting opened at 7:32 pm.

1. Minutes

\*18/12/01 The minutes of the previous meeting were approved and signed.

2. Changes in Declarations of Interest  
None

3. Defibrillator checks  
All have been checked and are in working order.

4. Planning Matters

Comments on the following new applications will be sent to the Planning Department:

New

3 Dark Lane Whittle-Le-Woods Chorley PR6 8AE

Application for works to a protected tree - Chorley BC TPO 8 (Whittle-le-Woods) 1993. Remove 2m of overhanging tree branches from Ash Tree on canal side at rear of property and branches close to building.

Ref. No: 18/01082/TPO | Received: Mon 19 Nov 2018 | Validated: Mon 19 Nov 2018 |

Status: Awaiting decision

With Tree Warden for comment

3 Chasden Close Whittle-Le-Woods Chorley PR6 7JX

Application for works to a protected tree: Chorley BC TPO no.12 (Whittle-le-Woods) 1992: Alder (alnus sp.) crown raise by 3m and reduce the lower branch heading towards the conservatory by 50%.

Ref. No: 18/01060/TPO | Received: Mon 12 Nov 2018 | Validated: Mon 12 Nov 2018 |

Status: Awaiting decision

With Tree Warden for comment

Granted

215 Preston Road Whittle-Le-Woods Chorley PR6 7PS

18/00875/FULHH Alternative Reference PP-07271959

Application Validated Fri 28 Sep 2018

Proposal Erection of a single storey rear extension

Status Granted

Decision Permit Full Planning Permission

Decision Issued Date Fri 23 Nov 2018

Chairman ..... Date.....

33 Harvest Drive Whittle-Le-Woods Chorley PR6 7QL  
18/00995/TPO, Alternative Reference PP-07369850  
Application Validated Mon 22 Oct 2018  
Application for works to a protected tree: Chorley BC TPO no.7 (Whittle-le-Woods) 1995: T22  
Oak - cut back rotten branches to make safe.  
Status Granted Decision Issued Date Fri 07 Dec 2018

Other Decision  
N/A

5. Correspondence

- a. FOI Request – to be redirected to CBC as the Parish Council does not hold this information.
- b. Cuerden Valley Park, Factory Lane Bridge – Factory Lane needs to be adopted by Highways. Chairman Bell is awaiting correspondence from Lancashire County Council on the matter.
- c. Woodland Trust – Free Trees, worth looking into the website to see if there is anything suitable for the Community Garden.
- d. Pensions Regulator – re-enrolment, Clerk to write to employees to ensure they are both aware of the opportunity to re-enrol.
- e. Frank Wood – Thank you for vouchers

6. Committee Updates / Events (*Planning / Grants / Staffing / Projects / Finance / Flooding*)

Flooding spending plan to be discussed at the January meeting. This will include both annual maintenance spend and also the Flooding project spend.

Whittle-in-bloom - Dedrah Moss joined the meeting to discuss the project as she has volunteered to head up the project in the village. Action – clerk to look into the possibility of offering time credits to volunteers.

7. Reports from Representatives (*Community Hall Trust / War Memorial / Charity / BC Liaison Committee / Neighbourhood Area Meeting*)

The Christmas party was again a great success. 76 sat down to eat. A special mention to Asda for their donation, and to a local resident who donated £100 towards the party.

The Christmas Tree lights switch on was another great success, despite the weather! The team at Betty’s TiPi’s very kindly erected a Tipi which was put to great use. The Clerk is to request that they provide a Tipi for the future events (contact Jack Singleton). Proposed by Cllr B Higham and seconded by Cllr P Higham.

Carol Sheets have been returned to the Clerk for safe keeping. It was mentioned that there could have been more staff available at the Roebuck – however this is not within the remit of the Council.

Tree lights on the Cottages at Waterhouse Green was discussed but due to the mixed response, this has been put on hold until next year, however for budgeting purposes it would be £200 for the lights.

Chairman ..... Date.....

Neighbourhood Area Meeting discussed the use of 106 funds to add drainage to the area on the Redrow Estate between Leatherlands farm and Croston farm.

## 8. Clerk's report

Actions / Issues raised (CBC / LCC / Other Authorities)

Action – follow up with Chorley housing on the Church Hill Rockery Project.

At this point Chairman Bell had to leave the meeting. Councillor P Higham assumed the chair.

## 9. Accounts

Outgoings approved / signed this meeting

	Ref	JV	Payee	Detail	Total
*18/12/02	NL1218-03	18/19-083	Little Kickers	Newsletter Advert	£40.00
*18/12/03	NL1218-11	18/19-084	Independent Living	Newsletter Advert	£25.00
*18/12/04	NL1218-12	18/19-085	Fellows	Newsletter Advert	£25.00
*18/12/05	NL1218-16	18/19-086	Gelston Manor	Newsletter Advert	£40.00
*18/12/06	NL1218-17	18/19-087	Joanne Wu	Newsletter Advert	£40.00
*18/12/07	BACS		Interest	Interest	£22.98
*18/12/08	2947	18/19-079	Expenses Employee 1	December Expenses	-£254.98
*18/12/09	2948	18/19-080	Carvers Trees	Christmas Tree	-£410.00
*18/12/10	2949	18/19-081	Town Centre Trees	Village Xmas Trees	-£240.00
*18/12/11	2950	18/19-082	Clr Higham	Switch On Refreshments	-£164.65
*18/12/12	dd	18/19-076	LLC Pension	Pension payment	-£147.42
*18/12/13	NL1218-04	18/19-089	St Chads Parish Centre	Newsletter	£25.00
*18/12/14	2945	18/19-077	Employee 2	December Salary	-£380.02
*18/12/15	2946	18/19-078	Employee 1	December Salary	-619.16
*18/12/16	2951	18/19-088	David Hull	Maintenance (Invoice 3)	-703.25

The accounts were agreed by the Council, proposed by Cllr P Higham, and seconded by Cllr B Higham.

## 10. CIL Monies / Proposed Spend

Cllr Fogarty has provided quotes for the Whittle Scouts project request for CIL monies. The Council agreed that the project is very worth while and will go ahead with the quote from Avalon doors (£1,095 + vat) the Clerk is to liaise with the supplier and the Scout group for the work to be done and the Parish Council to be invoiced direct. The expenditure was agreed by the Council, proposed by Cllr P Higham, and seconded by Cllr B Yates.

## 11. Councillors' reports

- a. Councillor Yates advised that Warburtons delivery lorries are using Cow Well Lane
- b. Councillor Newall reported the low hanging trees at Low Mill

Chairman ..... Date.....

- c. Councillor Briscoe advised that the gullies at the roundabout at Redrow are still blocked.
- d. Councillor Evans advised that the hedge at the bottom of Union Street may require trimming.
- e. Councillor P Higham suggested the purchase of a board to display the Parish street map on. This was agreed by the Council – proposed by Cllr Newall and seconded by Cllr Auwerx.

13. Confidential items

NA

The meeting closed at 8.36pm. The next Parish Council Meeting will be held at the village hall on Monday 14<sup>th</sup> January at 7:30pm.

Full Year Accounts to date - against Budget.

Summary of Monthly Bank Accounts, and Monthly Budget Monitoring											
Detail of summary of monthly accounts											
	30/04/2018	31/05/2018	30/06/2018	30/07/2018	31/08/2018	30/09/2018	31/10/2018	30/11/2018			
Current account 41346412 - Balance at 26th of previous month	£570.42	£885.54	£948.17	£488.53	£638.55	£364.78	£1,103.89	£764.65			
Deposit account 41346420 - Balance at 26th of previous month	£46,493.32	£96,623.32	£140,791.75	£139,797.79	£132,803.37	£127,809.34	£119,064.92	£139,181.71			
Precept / CIL Amount to deposit account (10/04/18) (27/4/18) (26/1)	£52,130.00	£46,164.81	£0.00	£0.00	£0.00	£0.00	£27,092.00	£0.00			
Payments this month	-£2,250.13	-£1,339.78	-£2,695.14	-£6,710.32	-£15,127.79	-£7,266.29	-£6,853.82	-£460.20			
Receipts this month	£50.00	£3.62	£23.04	£304.58	£1,137.97	£4,505.58	£106.59	£150.20			
Unpresented Receipts	£1,030.50	£959.76	£2,437.00	£0.00	£1,209.00	£167.00	£235.00	£310.00			
Unpresented Payments	-£515.25	£0.00	-£1,218.50	-£438.66	-£7,513.02	-£5,411.60	-£140.00	£0.00			
<b>Balance at month end (26th)</b>	<b>£97,508.86</b>	<b>£143,297.27</b>	<b>£140,286.32</b>	<b>£133,441.92</b>	<b>£128,174.12</b>	<b>£120,168.81</b>	<b>£140,608.58</b>	<b>£139,946.36</b>			
Budget Monitoring as at 31/10/2018											
Categories	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT	Total
<b>2018 / 19 Budget</b>	-£ 4,466.00	-£ 19,471.00	-£ 2,000.00	-£ 5,040.00	-£ 10,773.00	-£ 500.00	-£ 9,880.00	£ 65,528.14	£ -	£ -	-£ 52,130.00
Apr-18	£ 50.00	-£ 2,250.13	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 49,929.87 (Precept inc.)
May-18	£ -	-£ 1,339.78	£ -	£ -	£ -	£ -	£ -	£ 46,164.81	£ 3.62	£ -	£ 44,828.65 (CIL Monies inc)
Jun-18	-£ 873.94	-£ 1,083.49	£ -	£ -	-£ 703.25	£ -	£ -	£ -	£ 6.04	-£ 17.46	-£ 2,672.10
Jul-18	-£ 3,585.39	-£ 1,083.49	£ -	£ -	£ -	£ -	-£ 905.00	£ -	£ 5.58	-£ 837.44	-£ 6,405.74
Aug-18	-£ 3,170.82	-£ 1,531.99	£ -	-£ 2,519.98	-£ 576.40	£ -	£ 500.00	-£ 4,416.66	£ 5.97	-£ 1,279.94	-£ 13,989.82
Sep-18	-£ 967.89	-£ 1,472.61	£ -	£ -	-£ 703.25	£ 250.00	£ -	-£ 3,991.00	£ 5.44	£ 4,118.60	-£ 2,760.71
Oct-18	-£ 215.00	-£ 1,146.60	£ -	£ -	£ -	£ -	-£ 500.00	£ 27,092.00	£ -	-£ 148.00	£ 25,082.40 (CIL Monies inc)
Nov-18	-£ 1,276.10	-£ 1,146.60	£ -	£ -	-£ 50.00	£ -	£ -	£ -	£ 20.20	-£ 42.50	-£ 2,495.00
Dec-18											£ -
Jan-19											£ -
Feb-19											£ -
Mar-19											£ -
<b>Balance to date</b>	<b>-£ 10,039.14</b>	<b>-£ 11,054.69</b>	<b>£ -</b>	<b>-£ 2,519.98</b>	<b>-£ 2,032.90</b>	<b>£ 250.00</b>	<b>-£ 1,905.00</b>	<b>£ 18,684.34</b>	<b>£ 46.85</b>	<b>£ 1,793.26</b>	<b>£ 91,517.55</b>
<b>Spend against Budget</b>	<b>£ 5,573.14</b>	<b>£ 8,416.31</b>	<b>£ 2,000.00</b>	<b>-£ 2,520.02</b>	<b>-£ 8,740.10</b>	<b>-£ 750.00</b>	<b>-£ 7,975.00</b>	<b>£ 46,843.80</b>	<b>-£ 46.85</b>	<b>-£ 1,793.26</b>	<b>-£ 143,647.55</b>

Whittle-le-Woods Parish Council																	
Accounts for 2018 /19																	
Date	Minute ref	Receipt / Payment	Reference	R JV	Payee	Detail	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT	Total
31/10/2018		Receipt	BACS		Interest	Interest									£ 20.20		£ 20.20
19/11/2018	*18/11/03	Payment	dd	Y	18/19-063 LLC Pension	Pension payment		-£ 147.42									-£ 147.42
30/11/2018	*18/11/04	Payment	2935		18/19-064 Employee 2	November Salary		-£ 380.02									-£ 380.02
30/11/2018	*18/11/05	Payment	2936		18/19-065 Employee 1	November Salary		-£ 619.16									-£ 619.16
12/11/2018	*18/11/06	Payment	2937		18/19-066 Aquasition	Web hosting for flooding equip	-£ 313.60										-£ 313.60
12/11/2018	*18/11/07	Payment	2938	Y	18/19-069 David Hull	Installation of Silhouettes					-£ 50.00						-£ 50.00
12/11/2018	*18/11/08	Payment	2939	Y	18/19-070 Newbury Printers	Carol Song sheets	-£ 48.00										-£ 48.00
12/11/2018	*18/11/09	Payment	2940	Y	18/19-071 Newbury Printers	Newsletter	-£ 582.00										-£ 582.00
12/11/2018	*18/11/10	Payment	2941		18/19-072 Gala Lights	Christmas Lights	-£ 212.50									-£ 42.50	-£ 255.00
12/11/2018	*18/11/11	Payment	2942		18/19-073 Highstreet Vouchers	Vouchers for volunteers	-£ 50.00										-£ 50.00
12/11/2018	*18/11/12	Payment	2943	Y	18/19-074 Petty Cash	Petty cash top up	-£ 50.00										-£ 50.00
12/11/2018	*18/11/13	Payment	2944		18/19-075 Mr Shipman	Remembrance Wreath	-£ 20.00										-£ 20.00
<b>November Month Totals</b>							<b>-£ 1,276.10</b>	<b>-£ 1,146.60</b>	<b>£ -</b>	<b>£ -</b>	<b>-£ 50.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 20.20</b>	<b>-£ 42.50</b>	<b>-£ 2,495.00</b>