

The monthly meeting was held at the Village Hall, Union Street at 7.30pm on Monday, December 9<sup>th</sup> 2019.

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

Apologies NA

The meeting opened at 7.35pm.

Visitors NA

1. Minutes

\*19/12/01 The minutes of the previous meeting were approved, with 1 amendment & signed

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All OK – the light in the telephone box at Hillside Crescent will be repaired by Cllr Briscoe.

4. Planning Matters

New

24 Orchard Drive Whittle-Le-Woods Chorley PR6 7JZ

Application for work to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: T45 - Alder- Prune branches growing towards properties by a maximum of 2m.

Ref. No: 19/01068/TPO | Received: Mon 11 Nov 2019 | Validated: Thu 14 Nov 2019 | Status: Awaiting decision

Passed to Tree Warden

8 Tuson Lane Whittle-Le-Woods Chorley PR6 7FZ

Extension to existing detached garage

Ref. No: 19/01010/FULHH | Received: Mon 21 Oct 2019 | Validated: Mon 21 Oct 2019 | Status: Awaiting decision

Neighbours & Materials

Plot 1 Dark Lane Whittle-Le-Woods Chorley PR6 8AE

Proposed dwelling

Reference 19/01080/FUL, Alternative Reference PP-08289547, Application Validated Fri 29 Nov 2019 – Status Awaiting decision

The Parish Council wish to ensure that due consideration is provided to the neighbours of the property. That all materials used are in keeping with the established dwelling and area, and that property boundaries are not encroached upon in any way.

Chair .....

Date.....

In this case the plans seem to show that the property will be built on or very close to the boundary line / footpath.

There is overdevelopment of the site, and the proposal is not in keeping with the street scene.

Granted

Parkinson Bailiff Services The Lodge 177 Preston Road Whittle-Le-Woods Chorley PR6 7PR  
Application for works to a protected tree - Chorley BC TPO 9 (Whittle-le-Woods) 1987: T6  
Oak - Remove epicormic growth smaller than 50mm diameter, up to 4m above ground level.  
Reduce upper canopy by a maximum of 2m.

Ref. No: 19/00968/TPO | Received: Wed 09 Oct 2019 | Validated: Tue 15 Oct 2019 | Status: Granted

Brentwood Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to protected trees - Chorley BC TPO 13 (Whittle-le-Woods) 2011: T3  
Oak and T4 Oak - Prune branches growing towards house to give 4m clearance from property  
and crown raise over driveway to 4m above ground level.

Ref. No: 19/00934/TPO | Received: Mon 30 Sep 2019 | Validated: Fri 04 Oct 2019 | Status: Granted

38 Berry Avenue Whittle-Le-Woods Chorley PR6 7FX

Single storey rear extension including first floor terrace with privacy screen

Ref. No: 19/00867/FULHH | Received: Mon 09 Sep 2019 | Validated: Mon 09 Sep 2019 | Status: Granted

Other

3 Parksyde Cottages Dawson Lane Whittle-Le-Woods Chorley PR6 7DS

Single storey side/rear extension and insertion first floor window in the side elevation Ref.

No: 19/00883/FULHH | Received: Thu 12 Sep 2019 | Validated: Thu 12 Sep 2019 | Status: Refused

An appeal has now been made to the Secretary of State for Communities and Local Government against the refusal.

Discussion was held regarding the Central Lancashire Local Plan, which is earmarking all available sites in the area for development.

Areas currently included are the Quarry, Hill Top, Crostons Farm, Brantwood (old cricket field) The local plan is to be added to the next agenda. There is a public consultation in progress and a meeting scheduled at Whittle Village Hall in February. Clerk to add the notices to the notice boards.

5. Correspondence

Thank you letter from St Johns – the letter was read by the Councillors, and the sentiment very much appreciated.

Thank you letter from Karen Dixon – the letter was read by the Councillors, and the sentiment very much appreciated.

Response from CBC regarding Millhaven, Shaw Brow – The email was read aloud to the Councillors. Whilst the email explained the potential reason that the planning process failed to ensure United Utilities were fully aware of the impact of the application on the main sewer, the response did not cover all of the points originally raised. Clerk to respond requesting a further more in-depth response.

6. Committee Updates / Events

Whittle-in-Bloom – proposal from Tim Burrows on the raised beds

It was agreed that this project would be known as the Canal Path Project in future given the uncertainty of entering into the Britain-in-Bloom competition due to the time constraints. Clerk to advise Tim Burrows to go ahead with the project.

Church Hill rockery

The information provided by Jigsaw Housing was discussed at length, it was decided that further information is required on the total cost of purchasing the land from Jigsaw Housing to allow the Rockery to be provided.

Victory in Europe Day – Friday the 8<sup>th</sup> May 2020 (Bank holiday moved)

Clerk to see if the local Public Houses would consider putting on an event

The Whittle walks / maps CIL project update

A separate meeting will be held to discuss the project and to define the paths and walks.

Christmas tree switch on event – review

Height & diameter of tree – Cllr McDonald checked whilst the meeting was in progress and informed the meeting that this year’s tree is 27feet tall. It was agreed that there needs to be a maximum height (25ft?), and also that the tree will fit into the hole (max diameter needed) It was agreed that in future professionals should be employed to dress the tree, as this is becoming too big of a task for the Councillors to carry out with the need for a Cherry picker etc.

Access to Electric Cupboard was identified as an issue – Clerk to look into a better way for the switch on process (button)

The management of the event was discussed, and it was agreed that there should be a more formal plan should be agreed in future to be agreed at the October meeting. The plan should ensure that the current Chair will speak at the event. There will be a request for volunteers to assist on the evening. The Tipi should be arranged in case of rain. The Chorley Silver Band will be rebooked as they were excellent on the night. The PA system needs to be set-up to ensure that they are utilised to best effect. Clerk to look at the possibility of inviting a choir (schools or scouts/brownies)

Cllr Yates proposed and Cllr Evans seconded.

Bulb planting

It was agreed to carry out the bulb planting on the Union Street play area on Saturday the 14<sup>th</sup> December at 10am. Clerk to deliver the bulbs to the village hall.

Chair .....

Date.....

7. Reports from Representatives

*(Chorley Liaison / Neighbourhood Area Meetings / Charity / Community Hall Trust / War Memorial / Planning & Environment / Grants / Finance / Staffing / Flooding)*

War Memorial  
All ok

Finance Committee  
The budget planning meeting was held on 5<sup>th</sup> December, all Councillors are requested to consider any projects that should be included in the budget which will be set at the Precept meeting in January.  
Cllr Woods to review requirements for Lamp post baskets on Old Worden Ave to include in the budget.  
Suggestions for the budget: provide a grant for Street Parties to be held for VE day, have a Picnic on the Polo event with a band / entertainer.

Flooding  
Cllr Partington requested that the annual budget for flooding prevention equipment purchase and maintenance be increased to £2000.

Charities  
The annual Charities meeting was held prior to the main Council meeting, and it was agreed to donate £60 to Chorley Women’s Refuge, £50 to Chorley Help the Homeless and £50 to the Living Waters Food Bank.

Community Hall Trust  
Cllr Higham advised that the Seniors Christmas Party was a great success. 70 guests sat down to eat, along with 10 volunteers. It was a very good event.

8. Clerks Report

The Clerk provided the bank mandate to allow for online banking. It was agreed that the audit trail will be provided with 3 signatures on the journal voucher. The voucher number can be used as the transaction reference ensuring all transactions are authorised. The mandate was signed by Cllrs Newall, B Higham, P Higham, E Bell, B Yates, and the Clerk as the account signatories. The mandate specifies that the Clerk and Cllr P Higham will be able to make online transactions.

9. Accounts

- \*19/12/02 Chair Newall requested the Clerk to purchase Vouchers for the regular Volunteers – Book Swap & Tree Warden
- \*19/12/03 Cllr Bell requested payment of £35 to youngsters who had assisted in delivering the Newsletters around the village.

Chair .....

Date.....

## Outgoings to be approved / signed this meeting

Ref	JV	Payee	Detail	Total
3039	19/20-079	Employee 2	Salary December	-£398.46
3040	19/20-080	Employee 1	Salary December	-£445.69
3041	19/20-081	British Legion	Memorial Service Wreath (Mr Shipman)	-£20.00
3042	19/20-082	SLCC	SLCC Membership (01/01/20)	-£122.00
3043	19/20-083	ALCC	ALCC Membership (01/01/20)	-£40.00
3044	19/20-084	Lisa Pickering	Expenses (Oct - Dec)	-£337.81
3045	19/20-085	William Mercer	Flood Container Repairs	-£425.00
3046	19/20-086	Carvers Trees	Christmas Tree	-£420.00
3047	19/20-087	Newbury Printers	Winter Newsletter	-£582.00
3048	19/20-088	Girl Guiding (Emma Dixon)	Emma Dixon Grant - Guiding Jamboree	-£300.00
3049	19/20-089	Chorley Silver Band	Christmas Tree Switch on event	-£125.00
3050	19/20-090	Peter Higham	Christmas Tree Switch on event refreshments	-£133.81
3051	19/20-091	HMRC	PAYE Tax	-£383.44
3052	19/20-092	Town Centre Trees	Trees x 3	-£240.00
3053	19/20-093	Lisa Pickering	Vouchers for volunteers	-£100.00
3054	19/20-094	Neil Partington	Christmas Lights for Waterhouse Green Cottage	-£221.88
3055	19/20-095	Wendy McDonald	Leo McDonald - Newsletter delivery	-£35.00
dd	19/20-096	LLC Pension	Pension payment	-£251.23

## 10. CIL Monies

CIL Report (2018/2019) provided to the Council

## 11. Councillors' reports

Cllr Bell Potholes have reappeared on Cow Well Lane, near the lamp post opp 75/20

Cllr P Higham The issue of water from the quarry is now with County

Cllr Fogarty The grids on Dark Lane are still blocked  
Pot hole near to St Chads Driveway  
The footpath on Dark Lane needs to be reinstated following works there.

## 12. Confidential items

NA

The meeting closed at 9.05pm. The next Parish Council Meeting will be held at the village hall on Monday 13<sup>th</sup> January at 7.30pm

Chair .....

Date.....

Whittle-le-Woods Parish Council																		
Accounts for 2019 / 20																		
Date	Minute ref	Receipt / Payment	Reference	R	JV	Payee	Detail	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	Interest	VAT	CIL	Total
31/12/2019		Payment	3039		19/20-079	Employee 2	Salary December		-£ 398.46									-£ 398.46
31/12/2019		Payment	3040		19/20-080	Employee 1	Salary December		-£ 445.69									-£ 445.69
09/12/2019		Payment	3041		19/20-081	British Legion	Memorial Service Wreath (Mr Shipman)			-£ 20.00								-£ 20.00
09/12/2019		Payment	3042		19/20-082	SLCC	SLCC Membership (01/01/20)	-£ 122.00										-£ 122.00
09/12/2019		Payment	3043		19/20-083	ALCC	ALCC Membership (01/01/20)	-£ 40.00										-£ 40.00
09/12/2019		Payment	3044		19/20-084	Lisa Pickering	Expenses (Oct - Dec)	-£ 320.00								-£ 17.81		-£ 337.81
09/12/2019		Payment	3045		19/20-085	William Mercer	Flood Container Repairs							-£ 425.00				-£ 425.00
09/12/2019		Payment	3046		19/20-086	Carvers Trees	Christmas Tree							-£ 420.00				-£ 420.00
09/12/2019		Payment	3047		19/20-087	Newbury Printers	Winter Newsletter	-£ 582.00										-£ 582.00
09/12/2019		Payment	3048		19/20-088	Girl Guiding (Emma Dixon)	Emma Dixon Grant - Guiding Jamboree						-£ 300.00					-£ 300.00
09/12/2019		Payment	3049		19/20-089	Chorley Silver Band	Christmas Tree Switch on event							-£ 125.00				-£ 125.00
09/12/2019		Payment	3050		19/20-090	Peter Higham	Christmas Tree Switch on event refreshments							-£ 133.81				-£ 133.81
09/12/2019		Payment	3051		19/20-091	HMRC	PAYE Tax	-£ 383.44										-£ 383.44
09/12/2019		Payment	3052		19/20-092	Town Centre Trees	Trees x 3							-£ 240.00				-£ 240.00
09/12/2019		Payment	3053		19/20-093	Lisa Pickering	Vouchers for volunteers	-£ 100.00										-£ 100.00
09/12/2019		Payment	3054		19/20-094	Neil Partington	Christmas Lights for Waterhouse Green Cottages							-£ 184.92		-£ 36.96		-£ 221.88
09/12/2019		Payment	3055		19/20-095	Wendy McDonald	Leo McDonald - Newsletter delivery	-£ 35.00										-£ 35.00
18/01/2020		Payment	dd		19/20-096	LLC Pension	Pension payment		-£ 251.23									-£ 251.23
<b>December Month Totals</b>								<b>-£ 1,199.00</b>	<b>-£ 1,478.82</b>	<b>-£ 20.00</b>	<b>£ -</b>	<b>£ -</b>	<b>-£ 300.00</b>	<b>-£ 1,528.73</b>	<b>£ -</b>	<b>-£ 54.77</b>	<b>£ -</b>	<b>-£ 4,581.32</b>

2019 / 20 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring

Categories	19/20 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against Budget
Admin	£6,950.00	£0.00	£0.00	-£264.48	-£807.00	£242.01	-£3,824.80	-£460.31	-£418.36	-£1,199.00				-£6,731.94	£218.06
Salaries	£15,365.00	-£2,370.42	-£1,184.82	-£1,184.82	-£1,084.83	-£1,184.83	-£1,077.83	-£1,205.36	-£1,077.83	-£1,478.82				-£11,849.56	£3,515.44
War Mem	£2,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£20.00				-£20.00	£2,480.00
Loan	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98	£0.00	£0.00	£0.00	£0.00	£0.00				-£2,519.98	£2,520.02
Maint	£17,310.00	-£1,787.00	£0.00	-£592.00	-£717.25	£0.00	£0.00	-£767.25	-£155.00	£0.00				-£4,018.50	£13,291.50
Grants	£500.00	-£94.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£300.00				-£394.00	£106.00
Project/Misc.	£16,760.00	-£1,300.50	-£29.98	-£5,183.22	-£450.00	-£473.33	£0.00	-£1,379.87	-£250.00	-£1,528.73				-£10,595.63	£6,164.37
Interest		£27.67	£31.74	£28.12	£31.98	£28.31	£28.54	£28.54	£28.01	£25.75				£258.66	£258.66
VAT		-£166.03	£0.00	-£1,042.83	£0.00	-£16.67	-£606.85	-£320.00	-£449.70	-£54.77				-£2,656.85	-£2,656.85
<b>Total</b>	<b>£64,425.00</b>	<b>-£5,690.28</b>	<b>-£1,183.06</b>	<b>-£8,239.22</b>	<b>-£5,547.08</b>	<b>-£1,404.51</b>	<b>-£8,494.48</b>	<b>-£4,104.25</b>	<b>-£2,322.88</b>	<b>-£4,555.57</b>				<b>-£41,541.33</b>	<b>£22,883.67</b>
CIL	£106,697.71	£0.00	£0.00	£0.00	£0.00	£0.00	-£2,985.00	£4,494.75	-£2,093.50	£0.00				-£583.75	£106,113.96

Summary of bank accounts	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at 26th of previous month	£865.13	£737.73	£1,090.79	£1,161.56	£347.48	£648.14	£776.00	£1,000.94	£1,189.84	£847.14		
41346420 - Balance at 26th of previous month	£110,270.61	£187,604.60	£185,632.27	£177,664.01	£175,692.13	£171,724.11	£163,752.42	£166,275.71	£159,303.72	£155,329.47		
Precept / CIL Amount to deposit account	£91,315.73	£0.00	£0.00	£0.00	£0.00	£0.00	£4,494.75	£0.00	£0.00	£0.00		
Payments this month	-£5,717.95	-£1,214.80	-£7,929.23	-£5,579.06	-£3,821.36	-£8,824.63	-£4,133.79	-£4,469.39	-£4,581.32			
Receipts this month	£0.00	£0.00	£31.98	£31.98	£227.00	£0.00	£28.54	£53.01	£205.75			
Unpresented Receipts	-£100.00	-£100.00	-£100.00	£0.00	-£73.00	£0.00	-£25.00	£0.00	-£183.05			
Unpresented Payments	£8,291.19	£304.47	£131.74	£2,761.12	£0.00	£980.80	£2,383.73	-£2,366.71	£241.67			
<b>Balance at month end (26th)</b>	<b>£188,342.33</b>	<b>£186,723.06</b>	<b>£178,825.57</b>	<b>£176,039.61</b>	<b>£172,372.25</b>	<b>£164,528.42</b>	<b>£167,276.65</b>	<b>£160,493.56</b>	<b>£156,176.61</b>	<b>£156,176.61</b>		

Chair .....

Date.....