

Whittle-le-Woods Parish Council

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, March 13th 2017.

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| Present | Chairman Newall.
Parish Councillors Bell, Briscoe, Candlish, Fogarty, B Higham, P Higham, Marsden, McDonald, Yates and the Clerk. |
| Apologies | Councillor Partington

The Parish Council meeting opened at 7:35 pm. |
| 1. Minutes
*17/03/01 | The minutes of the previous meeting were amended slightly, APPROVED and signed. |
| 2. Changes in
Declarations of
Interest | There were no changes. |
| 3. Defibrillator checks | Chairman Newall has checked on the defibrillators and new battery packs have been ordered and installed. It was confirmed that when the defibrillator is used, a new battery pack will be required. These can, however, be easily ordered for quick delivery. Councillor Briscoe enquired about recharging of the batteries, which can not be done. However, recycling can be done through usual battery disposal methods. |
| 4. Planning Matters | Comments on the following new applications will be sent to the Planning Department:
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. No comment other than some concerns regarding the health and safety of attending children owing to the back wall which requires replacing.
17/00160/DIS - Leatherlands Farm, Moss Lane - Application to discharge conditions 3 (materials), 4 (highway works), 5 (estate phasing plan), 10 (construction management plan) and 12 (Dwelling Emission Rate) attached to planning permission 16/00509/FULMAJ relating to building 45 dwellings. No comment.
17/00176/FULHH - 106 Chorley Old Road - Rear dormer extension. No comment.
17/00170/FUL - Land 80m North East of 21 Delph Way - Proposed stable block comprising 2 stables with associated hay store and tack room. Parish Councillors are aware that this development will block the view from Joe Breen's seat, a donated public bench which is well loved for its views of the Lostock Valley. Parish Councillors therefore ask that this be borne in mind during the development process in this beauty spot. The Parish Councillors would also like to request that the stable not be accessed via the Carrwood Lane public footpath, and request instead that access be through the estate.
Councillor Marsden arrived at 7:43pm.
17/00192/FULHH - 76 Derek Road - Erection of front dormer extension. Concern only regarding adequate neighbour consultation and use of appropriate materials.
17/00131/FULHH - 63 Royton Drive - Demolition of existing detached garage and construction of two and one storey rear and side extension. Concern only regarding adequate neighbour consultation.
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 |

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erection of 45 dwellings and associated landscaping and infrastructure. No comment.

17/00187/FULHH - Westlea House, 210 Town Lane - Replacement sunroom with contemporary glazed feature and new roof structure following the demolition of existing sunroom (this application replaced the original approved application ref 11/00259/FUL. No comment.

The following application amendment was received:

17/00042/FULHH - 2 Theale Place, Buckshaw Village - Erection of detached building in rear garden to form ancillary granny annexe. Amendments as follows 1) the proposed building would now be located outside the landscape buffer zone located to the rear of the application dwelling and 2) windows and doors have been re-positioned.

The following application was refused:

16/00810/OUT - Greenways, Parksyde Drive South - Outline consent for erection of detached house on South side of Greenways. See also Granted below.

The following applications were granted:

16/00800/OUT - Greenways, Parksyde Drive South - Outline consent for erection of detached house on North side of Greenways.

16/00726/FUL - Duke of York Hotel, 144 Chorley Old Road - Demolition of existing buildings and erection of new building to provide ground floor retail (class A1) neighbourhood convenience store with 4 apartments above.

16/01174/FULHH - Hardacre Barn, Hardacre Lane - Removal of existing rear conservatory and replacement with proposed oak conservatory. Removal of existing UPVc windows and doors throughout the house and replacement with oak hardwood windows and doors.

16/01168/FUL - 30 Langdale Grove - Erection of detached dwelling with integral garage including excavation of land and retaining structures to form access and parking.

16/01129/FULHH - Hill Park, Hill Top Lane - Proposed single storey side extension to a detached house.

17/00024/FULHH - 100 Preston Road - Erection of first floor side extension, two first floor rear extensions and elevational alterations.

5. Correspondence

Correspondence was noted and Parish Councillors passed it around the meeting. Amongst this month's correspondence was the following: An email regarding the route for Ironman event on July 16th. The Clerk will incorporate this in the newsletter, email to Parish Councillors and put on the website. Should any of the Parish Councillors have any issues, they should forward these to the Clerk.

6. Project committee update

Chairman Newall informed the Parish Councillors that another project committee meeting had recently taken place. Following this meeting, the following recommendations were made:
 1) The proposed BMX track will not work as presented but other solutions will be looked at as time goes on.
 2) The old canal area is being worked on by the Neighbourhood Area Projects.
 3) Chairman Newall recommended that the map boards go ahead and the ideas were presented for discussion and approval. The project was approved. Some of the older maps in the Parish Council's possession can be used for inspiration and details but don't include all the areas and landmarks etc. There were also some concerns that the schools wouldn't have the time within their busy curriculums to run an artwork competition, and it was wondered if perhaps the competition could be widened out to all the village's children. The Clerk was asked to contact Public Rights of Way and other Parish Councils for manufacturers and costs. Councillor

McDonald will try to source a company who could accurately draw the village border and create the map board design. Chairman Newall then asked for volunteers for the project team, and clarified that the project committee is not the same as the project team. Councillor Fogarty volunteered to assist, and has also borrowed the A3 maps to scan.

Regarding other project suggestions:

Seating was a popular suggestion amongst the residents. Chairman Newall asked the footpath committee to convene in order to make recommendations for seating locations. Seating in more remote areas was discussed, as was roadside seating. It was agreed that the location of seats could be a problem as few residents welcomed a bench near their home because of youngsters convening there at night time. Other recommendations (Spinney Fields footpath, Blackburn Road triangle) were made and the Clerk was asked to put this on the agenda for the next meeting.

Outdoor exercise equipment was not a popular project amongst villagers. Other ideas, such as the village clock, were not included on the village survey so will be covered at a later time.

7. Reports from Representatives

Community Hall Trust - Councillor P Higham informed the meeting that the brass band concert will be held on 1st April and the Duck Race will be held on the 1st of May.
 War Memorial - Two new seats have been ordered and a sign has now been erected informing users that the car park is used at their own risk.
 Other meetings - Chairman Newall was unable to attend the most recent liaison meeting but reported back to the Parish Council that there was little that related to Whittle-le-Woods on the agenda.

8. Clerk's Report

The Clerk informed the meeting that all issues previously mentioned by Parish Councillors had been reported to the relevant bodies. In addition, she reported that some jobs had been completed (moss clearing on Cliffe Drive, repaired grid cover on Cow Well Lane) and that the blocked grid on Dark Lane should be cleared within the next 20 days. She also informed the meeting that she will be taking her remaining annual leave days between this meeting and the April meeting. The Clerk also reported a couple of issues on behalf of Councillor Partington who was unable to attend. The first, a loose paving slab opposite 2 St Helen's Drive which requires urgent repair, and the second, a number of loose kerb stones in the area around where the Christmas tree is placed at Waterhouse Green. The Clerk will report both.

9. Maintenance

Councillor Bell gave the meeting an update regarding the Smithy Fields footpath. He confirmed that the bottom half has been completed and that Chorley Council have agreed to sort out the railings and the middle section of the footpath, but the remaining 150 metre section from Church Hill to Chorley Old Road requires bringing up to standard with a hardcore covering as it has been long neglected. It is a path often used by parents, children, workers and shoppers but is regularly muddy. Councillor Bell requested quotes from three contractors to complete this upper section and all were around £3-4,000. Councillor Bell suggested that CIL monies could be used for this. Chairman Newall wanted a clearer picture of exactly what Chorley Council would be doing and where their work would finish. Councillor Bell will ask a representative to inspect the site and put their intentions down in writing before the next meeting. A discussion will take place at the next meeting, though an agreement to do the works was made in principle. Councillor Bell asked the Clerk to write a thank you letter to the Redrow worker who arranged for the Cliffe Drive / Ladycrosse Drive area to be sorted out. She will email Eric a letter for handing in.

10. Financial committee meeting
The Financial Committee meeting should have been held between the February and March meetings but this has not yet been possible. It is to be held very shortly after this meeting.
11. Adoption of red phone boxes
The signed contract transferring ownership to the Parish Council has now been received, and telephony is in the process of being removed. Posters have been sent informing members of the public that the box is no longer maintained by British Telecom and these were passed to Councillor Yates who will put up the posters when the telephony is removed. The DIY paint kit which had once been free is now over £100 so has not been purchased. Chorley Council will paint the phone box.
Councillor Candlish arrived at the meeting at 8:34.
12. June newsletter
The Clerk has emailed Parish Councillors with a list of items required for the newsletter and has begun emailing for potential advertisements and articles.
Councillor Bell asked the Clerk to include details of the Ladies Fellowship, and details similar to Euxton's newsletter relating to Age Concern and loneliness. Other ideas were the new bin collection, Smithy Fields, a report on the Tidy Up Day, a new boundary sign at the Dog inn, and perhaps something on Picnic in the Park. During this conversation Councillor Bell mentioned that Whittle-le-Woods could do with a village committee (not the Parish Council) who would be able to organise future events (funded by the Parish Council) and the Clerk was asked to add something about this in the newsletter.
Councillor McDonald recommended including some photos and information regarding the orchard on Hillside Crescent.
The pond in Buckshaw Village was mentioned, and the Clerk was asked to also include the Parish Councillor vacancy in the newsletter if it has not been filled by then. Councillor Candlish asked if perhaps an article could be included about what the Parish Council does and is responsible for. Councillor Candlish suggested including a walk round Whittle in each newsletter, but this crosses over with the map board projects.
A discussion took place regarding dates and a potential bringing forward of the newsletter release date but this was decided against. A target delivery time of June was agreed.
13. Parish Councillor vacancy
No applications for this position were made to Chorley Council, so the Parish Council is now free to co-opt. The resident who applied for the position last time has been contacted by the Chairman.
14. Buckshaw Village pond
The Clerk has received no correspondence from either solicitors or from Redrow regarding this project. Councillor B Higham expressed concern that the project has changed significantly since the Parish Council first agreed to be involved. Councillor Briscoe has recently viewed the pond and suggested that the water depth be kept very low to prevent drowning. There are concerns that once the land is owned by the Parish Council then we will also take on any liabilities. It has also not been clear what work is about to be done. Councillor P Higham will send the Clerk a copy of an email of questions.
15. Flooding committee update
Councillor Candlish reported that the Environment Agency has been to analyse normal water levels. The pumps have now been received and plans are being made to store them in a safe and dry publically accessible environment. Conversations are still being held with Chorley Council. Councillor Briscoe asked if the pumps will need regular testing to ensure they are in working order. Councillor Candlish confirmed that emergency drills are being put in place. Councillor Bell reported that Chorley Council

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have been praising the Whittle-le-Woods flood action group. Other questions were asked relating to the number of flow alarms and flood alert messages. Councillor Candlish also told the meeting that there are arguments for not dredging as it maintains status quo if not done. The Clerk will contact the Strengthening Communities Fund to discover the current state of the grant application.

- 16. Identifying ways of improving the villagers' health

Councillor Bell made suggestions to put in the newsletter (see above). There are activities and events held in the village (Seaview whist drive, indoor bowling, walks etc) which are popular. Chairman Newall asked if we could support or sponsor an activity at the hall, if we could find someone willing to run it. The Clerk was asked to put this in the newsletter. Volunteers for any of these activities would be very welcome.
- 17. Planting etc

The Clerk was informed to go ahead and canvass businesses about the usual hanging baskets from Pole Green. Wild flower beds have been ordered.
Regarding the lamp post baskets, the Clerk has now received a quote from Plantscape for maintenance and installation of lamp post baskets. This was only around £400 more than the Chorley Council quote. Councillor B Higham proposed to order from Plantscape and all agreed. Bright colours were preferred over pastels.
David Hull will take over maintenance of the tubs etc and will invoice separately for the additional work. This may or may not be incorporated into the future contract. The Clerk will email David Hull for clarification of what he will be doing (it will need to include the Chorley Old Road rockery weeding, annuals and perennials).
- 18. Parish Council code of conduct

Chairman Newall requested this items specifically relating to social media such as Facebook. She wanted to take the opportunity to remind the Parish Council of the Facebook policies when speaking as a Parish Councillor spokesperson and referred the meeting to item 15 49 of the Parish Council minutes.
It was felt that bad feelings on Facebook should be ignored in the future, and Chairman Newall reminded the Parish Councillors that the outcome of Parish Council meetings could only be shared once the minutes had been signed.
- 19. Update on the path improvements leading to The Whittle Spinney off Birchin Lane

Chairman Newall discussed these path improvements. Hardcore has been laid near the kissing gate and this has led to residents and Councillor John Walker asking if the Parish or Borough Council could extend the improvements onto the path. It seems that the land is actually owned by Lancashire County Council who have no budget to carry out the improvements, so the ball is back in the court of the Parish Council (if Lancashire County Council will grant permission for further works). Councillor Bell felt the path had been particularly muddy because of the bad weather and that, unlike other footpaths in the village, this was a rural footpath which was mainly used by walkers etc. Councillor Bell was concerned that if this footpath was laid with hardcore it would lead to demands for other rural paths in the village to get the same treatment. It would also be expensive, and there were concerns about which line of the path you would use. Chairman Newall proposed that the path be laid and Councillor Yates seconded this. It went to the vote. Two Councillors were in favour, five were against and two abstained. This was therefore not carried forward as a project.
Councillor Marsden suggested that perhaps it could be arranged for the dog waste bin to be moved nearer to the road to prevent residents having to walk across the grass to use. The Clerk will speak to Chorley Council about this.

20. Documents for comment
There was one document for comment this meeting.
1) Consultation from the Central Lancashire Employment Land Study requesting Parish Council views on local employment matters. No comment.
21. Accounts
*17/03/02
*17/03/03
*17/03/04
*17/03/05
*17/03/06
*17/03/07
*17/03/08
*17/03/09
- The monitoring of the budget was APPROVED for February 2017. It was proposed that the February accounts be APPROVED.
- Cheques presented for approval:
2738 - LBKVC entry fee £25
2739 - Employee 1 March wages £649.22
2740 - Employee 2 March wages £318.04
2741 - Physio Control battery packs for defibrillators £178.56
2742 - D Hull misc invoices £1345
2443 - E-ON Christmas tree lighting £8.61
- The previously completed bank mandate required further signatures.
22. Councillors' reports
Councillor B Higham asked the Clerk to report that the grids between 110 and 108 Chorley Old Road are blocked.
Councillor McDonald reported that the School Brow footpath requires clearing of dead leaves particularly walking onto School Brow from Preston Road, on the right hand side. She also reported that Clayton-le-Woods Parish Council would be taking on the task of running the scarecrow festival.
Councillor Briscoe wanted to draw the meeting's attention to the fact that St Chad's Bowlers are independent from church and club and that this should be borne in mind for the grants meeting in April.
Councillor Candlish reported the situation with cement and the motorway bridge. The Clerk has now received photographs of this issue and will report to the Highways Agency.
Standing orders were suspended at 9:35pm.
Councillor Candlish also expressed concern about the escalation of the dog mess situation. The Clerk will include an article in the newsletter about this. Councillor Bell has reported a lot of dog waste recently and the Neighbourhood Officers do clear it up straight away. Chairman Newall wondered if it would be possible to run a campaign with the Neighbourhood Committee, or other agency, and the Clerk was asked to put this onto the next agenda.
Councillor Yates reported a large pothole on Hillside Crescent near the orchard (where the road from the flats and Hillside Crescent meet). Chairman Newall expressed concern regarding speeding traffic on Lucas Lane, which is being used as a cut through for vans and lorries. It was wondered if "Walkers on Road, Single Track Road, Go Slow" signs could be installed at both ends of the road. The Clerk was asked to check if it would be possible to place temporary signs on the lamp posts for the time being. Councillor Bell felt it would need a serious accident before Lancashire County Council would spend money on this problem.

23. Confidential Items There were no confidential items.

The meeting closed at 9:40 pm. The next Parish Council Meeting will be held at the village hall on Monday 10th April, 2017 at 7:30pm. It will be preceded at 7:15pm by the Grants Committee.

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FEB ACCOUNTS - TO BE APPROVED AT MARCH MEETING				
Accounts				
Budget Monitoring as at 28th February 2017				
	2016/7 Accounts		2015/6 Accounts	TOTAL
Expenditure	Budget	Actual	Spent in 2016	SPENT
Admin - Admin	6,940.00	5,201.31	-	5,201.31
Admin - Sals	15,000.00	14,243.44	-	14,243.44
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	7,362.81	-	7,362.81
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	-	1,561.04	-	1,561.04
	51,265.03	39,097.83	-	39,097.83
	<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	36,538.00	-	36,538.00
Maintenance	220.00	161.50	-	161.50
CIL	-	17,204.59	-	17,204.59
Bank Interest	50.00	23.25	-	23.25
VAT repayment	-	818.47	-	818.47
	37,078.00	54,745.81	-	53,927.34
	<i>Total income year so far</i>			
Payments presented for authorisation				
2738 LBKVC entry fee				£25.00
2739 Employee 1 March wages				£649.22
2740 Employee 2 March wages				£318.04
2741 Physio Control defibrillator battery packs				£178.56
2742 D Hull misc invoices				£1,345.00
2743 E-ON Christmas tree power				£8.61
				£2,524.43
Accounts for month ending 28th February 2017				
Receipts		Payments		
Newsletter advert	25.00	2729 Employee 1 Feb wages		649.22
Interest	0.53	2730 Employee 2 Feb wages		276.60
		2734 D Hull Smithy Fields footpath		155.00
		2735 D Hull contract		1000.00
		2736 BT phone box adoption		1.00
		2737 HMRC Sept to Jan payment		405.80
		DD PWLB loan		2519.98
		2738 LBKVC entry fee		25.00
		DD LCC pension		148.18
Total receipts	25.53	Total payments		5,180.78
		Current a/c 24th Feb		604.18
		Deposit a/c 24th Feb		52578.33
		Bank balances		53182.51
31st Jan balance	57336.94	+ Deposits not incl		0.00
+ Receipts	25.53	- Unpresented cheqs		1000.82
- Payments	5180.78			
28th Feb balance	52181.69	28th Feb balance		52181.69

*17/03/10

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