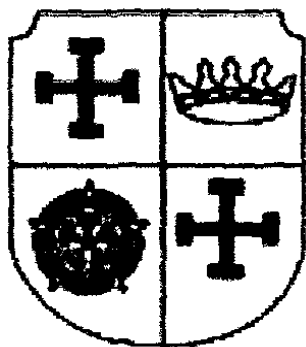


# WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lisa Pickering  
Clerk to the Council  
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01 October 2018

## Notice of Meeting

Dear Councillor, you are hereby summoned to attend a meeting of Whittle-le-Woods Parish Council which will be held at the Village Hall, Union Street, on Monday 08th October 2018, at 7.30pm.

Yours sincerely, Lisa Pickering, 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) Welcome new Parish Councillors (photo's)
- 3) Changes in declarations of interest
- 4) Defibrillator checks
- 5) Planning matters
- 6) Correspondence
- 7) Committee Updates / Events
- 8) Reports from Representatives
- 9) Clerk's report
- 10) Accounts
- 11) CIL Monies / Proposed Spend
- 12) Councillors' reports
- 13) Confidential items

## Whittle-le-Woods Parish Council Meeting Monday 08th October 2018

**Apologies:** Councillor Fogarty, Newall

**Attendees:** Chairman Bell, Councillors Auwerx, Briscoe, Evans, B Higham, P Higham, McDonald, Partington, Wood, Yates and the Clerk

- 1) Minutes of the last meeting
- 2) Welcome to Councillors Auwerx and Wood (Acceptance of Office / Declaration of Interests / Code of Conduct / Standing Orders & Financial Regulations)
- 3) Changes in declarations of interest
- 4) Defibrillator checks
- 5) Planning matters

New

3 The Walled Garden Whittle-Le-Woods Chorley PR6 7PD

Application for works to protected trees: Chorley BC TPO no.1 (Whittle-le-Woods) 1982: T1 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 2.5m and reduce height x 2m  
T6 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 2m and reduce height x 2m  
T8 Sycamore Acer pseudoplatanus - Crown Reduce to the North x 3m and reduce height x 2m

Ref. No: 18/00896/TPO | Received: Sat 22 Sep 2018 | Validated: Sat 22 Sep 2018 | Status: Awaiting decision

Approved by Tree Warden

22 Harvest Drive Whittle-Le-Woods Chorley PR6 7QL

Application for works to a protected tree: Chorley BC TPO no. 7 (Whittle-le-Woods) 1995. Ash tree (T12) remove top section of tree and crown where it over hangs the adjoining property.

Ref. No: 18/00879/TPO | Received: Tue 18 Sep 2018 | Validated: Tue 18 Sep 2018 | Status: Awaiting decision

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

Application for works to a protected tree: Chorley BC TPO no.2 (Whittle-le-Woods) 1991: Oak - identified at T6 within TPO - Fell to ground.

Ref. No: 18/00864/TPO | Received: Wed 12 Sep 2018 | Validated: Wed 12 Sep 2018 | Status: Awaiting decision

Granted

Gelston Dawson Lane Whittle-Le-Woods Chorley PR6 7DT

Erection of ancillary outbuilding to be used in association childrens nursery and construction of car park extension.

Ref. No: 18/00763/FUL | Received: Tue 07 Aug 2018 | Validated: Mon 13 Aug 2018 | Status: Granted

192 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA

Notification of a proposed single storey rear extension measuring 4m in depth, with eaves

height of 2.45m and a maximum height of 2.83m

Ref. No: 18/00857/PDE | Received: Mon 10 Sep 2018 | Validated: Mon 10 Sep 2018 | Status: Granted

Leatherlands Farm Moss Lane Whittle-Le-Woods Chorley PR6 7DD

Application to discharge condition 13 (dwelling emission rate compliance) attached to planning permission 16/00509/FULMAJ (Residential development for the erection of 45 no. dwellings and associated landscaping and infrastructure.)

Ref. No: 18/00496/DIS | Received: Mon 14 May 2018 | Validated: Mon 21 May 2018 | Status: Granted

Waterstone House 1A Dark Lane Whittle-Le-Woods Chorley PR6 8AE

Minor non-material amendments to planning permission 15/01185/FUL (Proposed erection of two new dwelling houses on land between 1A and 3 Dark Lane) involving the installation of solar panels, associated roof alterations and elevational alterations.

Ref. No: 18/00795/MNMA | Received: Mon 20 Aug 2018 | Validated: Mon 20 Aug 2018 | Status: Granted

206 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NA

Application for works to protected trees: Chorley BC TPO no. 1 (Whittle-le-Woods) 2010: T1 Beech - crown reduction x 3 metres to the east and north and x 2.5 metres to the west - also crown clean T2 Sycamore - crown reduction x 2.5 metres to the south and west and 3 metres to the east - also crown clean

Ref. No: 18/00767/TPO | Received: Tue 07 Aug 2018 | Validated: Tue 07 Aug 2018 | Status: Granted

The Croft Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to protected trees: Chorley BC TPO no. 2 (Whittle-le-Woods) 1991: Oak (Tree no.1) - Lower limb on south side of tree to be end weight reduced by 3m to a suitable growth point. Oak (Tree no.3) - Crown clean/deadwood as part of a 10% crown thin

Ref. No: 18/00752/TPO | Received: Wed 01 Aug 2018 | Validated: Wed 01 Aug 2018 | Status: Granted

High Trees Shaw Hill Drive Whittle-Le-Woods Chorley PR6 7PN

Application for works to a protected tree: Chorley BC TPO no. 9 (Whittle-le-Woods) 1990 - Cherry tree - fell and replace with another cherry tree. Second cherry tree requires pruning to encourage regrowth.

Ref. No: 18/00750/TPO | Received: Wed 01 Aug 2018 | Validated: Wed 01 Aug 2018 | Status: Granted

Crostons Farm Stables Lucas Lane Whittle-Le-Woods Chorley PR6 7DA

Application for works to a protected tree: Chorley BC TPO no. 12 (Whittle-le-Woods) 1992: Sycamore (T34) - Fell.

Ref. No: 18/00745/TPO | Received: Tue 31 Jul 2018 | Validated: Tue 31 Jul 2018 | Status: Granted

20 Foxglove Drive Whittle-Le-Woods Chorley PR6 7SG

Application for works to a protected tree: Chorley BC TPO no. 4 (Whittle-le-Woods) 1996: Ash tree - reduce canopy overhanging number 20's rear garden by 1-1.5m subject to appropriate pruning points, ensure clearance from property by 3m.

Ref. No: 18/00697/TPO | Received: Tue 17 Jul 2018 | Validated: Tue 17 Jul 2018 | Status: Granted

2 Lord Street Whittle-Le-Woods Chorley PR6 7NF  
 Raising of roof height, porch to front elevation and new roof to existing garage  
 Ref. No: 18/00688/FULHH | Received: Fri 13 Jul 2018 | Validated: Fri 13 Jul 2018 | Status:  
 Granted

Land Adjacent To Lady Crosse Drive Lady Crosse Drive Whittle-Le-Woods Chorley PR6 7DR  
 Outline application for up to 12 dwellings (with all matters reserved save for access)  
 Ref. No: 17/00377/OUTMAJ | Received: Tue 04 Apr 2017 | Validated: Wed 05 Apr 2017 |  
 Status: Granted

Other Decision  
 NA

6) Correspondence

- C1 Whittle-Le-Woods Parish Land Assets
- C2 17/18 Accounts Audit Report (PKF Littlejohn LLP)
- C3 Application for CIL Monies (Whittle-Le-Woods Primary School)
- C4 Invite to Remembrance Service
- C5 CBC CIL Report

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

- Remembrance Sunday – Beacon at 7pm (11/11/18)
- Bulb Planting – date required
- Christmas Tree – requires more lights? Switch on 6pm?
- Brass Band – timing (currently booked for 6.15?)
- Carol sheets

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

- Grant from Clayton Landfill site (Community Garden / Whittle-in-Bloom)

9) Clerk's report

- Actions / Issues raised (CBC / LCC / Other Authorities) - please see attached document
- CIL Monies for tractor mower - Memorandum of understanding
- Churchill Rockery
- Newsletter
- Website
- Noticeboards

10) Accounts

Outgoings to be approved / signed this meeting

Cheq	JV	Payee	Detail	Total
2932	18/19-057	PKF Littlejohn LLP	17/18 External Audit	-£288.00
2933	18/19-058	Odin Events Limited	Footdarts Event	-£600.00
dd	18/19-059	LLC Pension	Pension payment	-£147.42
2930	18/19-060	Employee 2	October Sick pay	-£380.02
2931	18/19-061	Employee 1	October Salary	-£619.16

- 11) CIL Monies / Proposed Spend  
 a. Whittle-Le-Woods Primary School

- 12) Councillors' reports

- 13) Confidential items

Full Year Accounts to date - against Budget.

Summary of Monthly Accounts, and detail against 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				
Current account 41346412 - Balance at 26th of previous month	£570.42	£885.54	£948.17	£488.53	£638.55	£364.78	£1,103.89				
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				
Precept / CIL Amount to deposit account (10/04/18) (27/4/18)	£52,130.00	£46,164.81	£0.00	£0.00	£0.00	£0.00	£0.00				
Payments this month	-£2,250.13	-£1,339.78	-£2,695.14	-£6,710.32	-£15,127.79	-£7,266.29	£0.00				
Receipts this month	£50.00	£3.62	£23.04	£304.58	£1,137.97	£4,505.58	£0.00				
Unpresented Receipts	£1,030.50	£959.76	£2,437.00	£0.00	£1,209.00	£167.00	£0.00				
Unpresented Payments	-£515.25	£0.00	-£1,218.50	-£438.66	-£7,513.02	-£5,411.60	£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>£120,168.81</b>				
Budget Monitoring as at 30/09/2018											
Categories	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT	Total
2018 / 19 Budget	-£ 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
May-18	£ -	-£ 1,339.78	£ -	£ -	£ -	£ -	£ -	£46,164.81	£ 3.62	£ -	£ 44,828.65
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											£ -
Nov-18											£ -
Dec-18											£ -
Jan-19											£ -
Feb-19											£ -
Mar-19											£ -
<b>Balance to date</b>	<b>-£ 8,548.04</b>	<b>-£ 8,761.49</b>	<b>£ -</b>	<b>-£ 2,519.98</b>	<b>-£ 1,982.90</b>	<b>£ 250.00</b>	<b>-£ 1,405.00</b>	<b>£ 8,407.66</b>	<b>£ 26.65</b>	<b>£ 1,983.76</b>	<b>£ 68,930.15</b>
<b>Spend against Budget</b>	<b>£ 4,082.04</b>	<b>-£ 10,709.51</b>	<b>-£ 2,000.00</b>	<b>-£ 2,520.02</b>	<b>-£ 8,790.10</b>	<b>-£ 750.00</b>	<b>-£ 8,475.00</b>	<b>£73,935.80</b>	<b>-£ 26.65</b>	<b>£ 1,983.76</b>	<b>-£ 121,060.15</b>

Detailed Accounts to Month End

Date	Minute ref	Receipt / Payment	Reference	R JV	Payee	Detail	Admin	Salaries	War Mem	Loan	Maint	Grants	Project/Misc	CIL	Interest	VAT	Total	
10/09/2018	*18/09/04	Payment	2921	Y	18/19-046 Auditor Payment	Internal 17/18 account audit	-£ 60.00										-£ 60.00	
10/09/2018	*18/09/05	Payment	2922	Y	18/19-047 Newbury Printers	Scarecrow Festival Flyers	-£ 69.00										-£ 69.00	
10/09/2018	*18/09/06	Payment	2923	Y	18/19-048 Employee 1	Jul - Sept Expenses	-£ 200.60										-£ 200.60	
10/09/2018	*18/09/07	Payment	2926	Y	18/19-049 David Hull	Maintenance (Invoice 2)					-£ 703.25						-£ 703.25	
10/09/2018	*18/09/08	Payment	2927	Y	18/19-050 Lisa Pickering	New Laptop, Printer and associa	-£ 513.29										-£ 513.29	
10/09/2018	*18/09/09	Payment	2928	Y	18/19-051 BDP Creative	Scarecrow Festival Banners	-£ 125.00										-£ 125.00	
10/09/2018	*18/09/10	Payment	2929	Y	18/19-052 St Chads School	CIL Monies - infrastructure								-£ 3,991.00			-£ 3,991.00	
10/09/2018	*18/09/11	Payment	2925	Y	18/19-053 Employee 1	September Salary		-£ 619.16									-£ 619.16	
19/09/2018	*18/09/12	Payment	dd	Y	18/19-053 LLC Pension	Pension		-£ 135.23									-£ 135.23	
19/09/2018	*18/09/13	Payment	dd	Y	18/19-054 LLC Pension	Pension payment adjustment		-£ 338.20									-£ 338.20	
30/09/2018	*18/09/14	Payment	2924	Y	18/19-055 Employee 2	September Sick pay	-£ 380.02										-£ 380.02	
19/09/2018		Receipt	bacs	Y	18/19-056 HMRC VAT	Refund of VAT											£ 4,250.14	
30/08/2018		Receipt	Bacs	Y	Lancs CC AP 1733774	Public Footpath Grant??						£250.00					£ 250.00	
31/08/2018		Receipt	Bacs	Y	Interest	Interest									£ 5.44		£ 5.44	
<b>September Month Totals</b>								<b>-£ 967.89</b>	<b>-£ 1,472.61</b>	<b>£ -</b>	<b>£ -</b>	<b>-£ 703.25</b>	<b>£ 250.00</b>	<b>£ -</b>	<b>-£ 3,991.00</b>	<b>£ 5.44</b>	<b>£ 4,118.60</b>	<b>-£ 2,760.71</b>