

The monthly meeting was held at the Village Hall, Union Street at 7:30pm on Monday, November 12th, 2018.

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

Apologies Councillors Newall and Partington

The meeting opened at 7:34 pm.

1. Minutes

*18/11/01 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. The defib at Waterhouse Green was loose, however Cllr Briscoe has remedied this.

4. Planning Matters

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

New

40 Dunham Drive Whittle-Le-Woods Chorley PR6 7DN

Application for works to a protected tree: Chorley BC TPO no.7 (Whittle-le-Woods) 1996: T18 oak tree overhanging onto property - requires pruning back.

Ref. No: 18/00985/TPO | Received: Mon 22 Oct 2018 | Validated: Mon 22 Oct 2018

Status: Awaiting decision

Forwarded to the Tree Warden

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

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.

Ref. No: 18/00995/TPO | Received: Mon 22 Oct 2018 | Validated: Mon 22 Oct 2018

Status: Awaiting decision

Agreed

54 Preston Road Whittle-Le-Woods Chorley PR6 7HH

Application for a Certificate of Lawfulness to confirm the use of no. 54 Preston Road as a dwelling house (C3 Use Class)

Ref. No: 18/00957/CLEUD | Received: Fri 12 Oct 2018 | Validated: Thu 18 Oct 2018 |

Status: Awaiting decision

Noted

Granted

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) - Prune branches growing towards the house to suitable growth points to a maximum of 2.5 metre reduction.

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

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: 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

20 Dunham Drive Whittle-Le-Woods Chorley PR6 7DN

Application for Certificate of Lawfulness for a proposed single storey rear extension (following demolition of existing conservatory)

Ref. No: 18/00835/CLPUD | Received: Sat 01 Sep 2018 | Validated: Mon 03 Sep 2018 Status: Granted

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

Application to discharge condition 4 (materials), condition 7 (ground levels), condition 12 (sustainable resources), condition 15 (scheme of investigation), condition 16 (method statement) and condition 18 (vehicle wheel cleaning) attached to planning permission 15/01185/FUL (for the proposed erection of two new dwelling houses on land between 1A and 3 Dark Lane 15/01185/FUL).

Ref. No: 18/00794/DIS | Received: Mon 20 Aug 2018 | Validated: Mon 20 Aug 2018 | Status: 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

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

Other Decision

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: Refused

6. Correspondence

C1 – Parish Council Digital Service Questionnaire

Agreed that the Council would prefer all planning notifications come via the Clerk. The weekly planning list would be more accessible if categorised by Parish. Clerk to complete and return the questionnaire.

C2 – Water House Green Christmas Lights

The response from residents at Waterhouse Green was mixed. Therefore suggested not to go ahead with the lights on the residences near the tree.

C3 – LBKV report

The report has been circulated to the Councillors. The report is very comprehensive and provides good recommendations for next year.

Also discussed the clean up of the canal near the Walton Summit end – letter to be sent to the Canal and River Trust.

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

Flooding spending plan to be discussed at the December meeting.

*18/11/02

Vouchers have been purchased for Joanne and Frank to thank them for there voluntary work in running the book swaps and providing the Tree Warden service.

Whittle-in-bloom will be discussed at the next meeting – Dedrah Moss has volunteered to head up the project in the village.

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

Remembrance Service was very well attended.

Remembrance Commemoration Beacon, which was very well organised by Cllr’s Barbara and Peter Higham. Letter to Frank Woods to thank him for all his efforts in setting up and lighting the beacon. A gift will be provided to the project manager at Ruttle’s for the support provided for the event. Cllr Bell proposed and Cllr B. Higham seconded.

The village Primary Schools met on Monday morning to talk about the 100-year anniversary of the end of WW1.

Borough Council Liaison meeting provided an information session on CIL Monies. There is potential to access more funds, however this would require a Local area Plan, and would possibly require elections.

The Neighbourhood area scheme is beginning work on the Community Garden along the path from the Polo to Chorley Old Road. There is now a need to begin planning on additional facilities such as a green house and seating and landscaping for summer 2019.

Christmas Tree – the tree has been ordered from Carvers Trees for delivery on the 24th November. There will be a need for appropriate delivery equipment. Clerk to request this from Carvers Trees.

Children from St Chad’s and Whittle-Le-Woods Primary Schools will attend to turn on the lights.

Cllr Bell will arrange for a Cherry picker to assist with installing the lights on the tree. A gazebo and seating will be required to accommodate the brass band.

The event will begin at 5pm with the lights switched on at 6pm. Brindle Brass Band will be in attendance to play carols. Cllr P. Higham is providing the refreshments.

Father Christmas will also be there along with his Elf.

Clerk to advertise the event on facebook.

The Seniors Christmas party will take place at the Community Hall on Wednesday 5th December at 1pm. Volunteers are needed to assist in transporting the guests. Also, every guest is provided with a food parcel and Christmas gift, Cllr Yates is busy organising and wrapping, and would appreciate any donations.

Bulb planting is scheduled for Saturday the 17th November at 10am. The local Scout and Guides groups have been invited to participate.

9. Clerk’s report

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

The Winter Newsletter has been printed and is now in the process of being distributed. Invoices for advertisements have been issued.

The Finance Committee will meet on 13th December to draft the budget for 19/20 in readiness to discuss the precept at the January meeting.

10. Accounts

Outgoings approved / signed this meeting

The Clerk advised that after discussions with Aquasition (they provide the monitoring for the flood system) it was much more cost effective to pay for 3 years hosting service.

	Cheq	JV	Payee	Detail	Total
*18/11/03	dd	18/19-063	LLC Pension	Pension payment	-£147.42
*18/11/04	2935	18/19-064	Employee 2	November Salary	-£380.02
*18/11/05	2936	18/19-065	Employee 1	November Salary	-£619.16
*18/11/06	2937	18/19-066	Aquasition	Web hosting for flooding equip - 3 year contract	-£313.60
*18/11/07	2938	18/19-069	David Hull	Installation of Silhouettes	-£50.00
*18/11/08	2939	18/19-070	Newbury Printers	Carol Song sheets	-£48.00
*18/11/09	2940	18/19-071	Newbury Printers	Newsletter	-£582.00
*18/11/10	2941	18/19-072	Gala Lights	Christmas Lights	-£255.00
*18/11/11	2942	18/19-073	Highstreet Vouchers	Vouchers for volunteers	-£50.00
*18/11/12	2943	18/19-074	Petty Cash	Petty cash top up	-£50.00
*18/11/13	2944	18/19-075	Mr Shipman	Remembrance Wreath	-£20.00

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

11. CIL Monies / Proposed Spend

The Clerk has advised Cllr John Walker of the outcome of the application for CIL monies. The school will now go ahead with a formal quote and application.

Whittle-Le-Woods Village Hall Play Group – see attached email. Unfortunately, this request does not fit within the remit for CIL expenditure. They may be eligible for a grant, when the grant committee meets in April.

Barbara Keith has called the Clerk requesting to be considered for sponsorship for a Charity evening she is arranging for July 2019. The Clerk advised the Council of the detail of the events, it was agreed that the event does not meet with the remit of the Council expenditure, however an article about the event could be issued in the Summer newsletter.

The Clerk provided a summary of an email received from Whittle-Le-Woods (Town Lane neighbouring land) Residents Association. The association requested that approx. £10k of CIL be ringfenced toward the protection of the Biological Heritage Site (BHS).

The Council discussed the proposal and agreed that in principle this seems reasonable, however the Council cannot ringfence any monies prior to any definite requirements being proposed. It was suggested that the BHS may fall under the responsibility of The Woodland Trust and that they should also be approached by the Residents Association.

Chairman Date.....

Cllr Fogarty asked if there was an update on his request for funding for the Scouts. He or the Clerk will re-provide the project proforma for the requests.

12. Councillors' reports

- a. Councillor Yates requested an update on progress with the wall on Shaw Brow
- b. Councillor Yates advised the street light opposite the Village Store is still on 24 hours per day.
- c. Councillor Briscoe advised that the hedge at the junction of Moss Lane and Preston Rd are overgrown on the left-hand side and causing an obstruction to the view from the junction.
- d. Councillor Auwerx advised that the trees behind Hillside Crescent (and Mill Lane) are being cut down and will require replacing.
- e. Councillor Evans advised that he had been made aware of a spring under the banking near 1 Old Chorley Old Rd.
- e. Councillor Wood advised of a car theft on Riley Drive. It was suggested that an article on theft prevention be included in the next newsletter.
- f. Councillor McDonald advised that the sign on Royton Drive is missing, and also that the path on the zigzag is being lifted by tree roots.
- g. Councillor B Higham advised that the Hilltop Lane street sign is missing.
- h. Councillor P Higham advised the Council about the Central Lancashire Local Plan.
- i. Chairman Bell advised the boundary changes for the borough. He advised that Buckshaw should be an area in its own right and that Whittle-Le-Woods should not be split from Clayton-Le-Woods.

The Council also advised that an identification badge is required for the Tree Warden as he often has to visit residents in order to assess a TPO.

13. Confidential items

NA

The meeting closed at 9:30pm. The next Parish Council Meeting will be held at the village hall on Monday 10th December at 7:30pm.

Chairman Date.....

Full Year Accounts to date - against Budget.

Summary of Monthly Bank Accounts, and Monthly Budget Monitoring											
Detail of summary of monthly accounts											
Current account 41346412 - Balance at 26th of previous month				30/04/018	31/05/2018	30/06/2018	30/07/2018	31/08/2018	30/09/2018	31/10/2018	
				£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) (26/11)				£52,130.00	£46,164.81	£0.00	£0.00	£0.00	£0.00	£27,092.00	
Payments this month				-£2,250.13	-£1,339.78	-£2,695.14	-£8,710.32	-£15,127.79	-£7,266.29	-£6,853.82	
Receipts this month				£50.00	£3.62	£23.04	£304.58	£1,137.97	£4,505.58	£106.59	
Unpresented Receipts				£1,030.50	£959.76	£2,437.00	£0.00	£1,209.00	£167.00	£235.00	
Unpresented Payments				-£515.25	£0.00	-£1,218.50	-£438.66	-£7,513.02	-£5,411.60	-£140.00	
Balance at month end (26th)				£97,508.86	£143,297.27	£140,286.32	£133,441.92	£128,174.12	£120,168.81	£140,608.58	
Budget Monitoring as at 31/10/2018											
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	-£ 215.00	-£ 1,146.60	£ -	£ -	£ -	£ -	-£ 500.00	£27,092.00	£ -	-£ 148.00	£ 25,082.40
Nov-18											£ -
Dec-18											£ -
Jan-19											£ -
Feb-19											£ -
Mar-19											£ -
Balance to date	-£ 8,763.04	-£ 9,908.09	£ -	-£ 2,519.98	-£ 1,982.90	£ 250.00	-£ 1,905.00	£18,684.34	£ 26.65	£ 1,835.76	£ 94,012.55
Spend against Budget	£ 4,297.04	£ 9,562.91	£ 2,000.00	-£ 2,520.02	-£ 8,790.10	£ 750.00	-£ 7,975.00	£46,843.80	-£ 26.65	-£ 1,835.76	-£ 146,142.55

Detailed Accounts to Month End

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
08/10/2018	*18/10/07	Payment	2932		18/19-057 PKF Littlejohn LLP	17/18 External Audit	-£ 240.00										-£ 288.00
08/10/2018	*18/10/08	Payment	2933		18/19-058 Odin Events Limited	Footdarts Event											-£ 600.00
19/10/2018	*18/10/09	Payment	dd		18/19-059 LLC Pension	Pension payment		-£ 147.42									-£ 147.42
31/10/2018	*18/10/10	Payment	2930		18/19-060 Employee 2	October Sick pay		-£ 380.02									-£ 380.02
31/10/2018	*18/10/11	Payment	2931		18/19-061 Employee 1	October Salary		-£ 619.16									-£ 619.16
08/10/2018	*18/10/12	Payment	2934		18/19-062 Aquasition	Web hosting for flooding equip	-£ 140.00										-£ 140.00
26/10/2018	Receipt	BACS			18/19-067 CBC	CIL Payment Oct 18							£27,092.00				£27,092.00
29/10/2018	Receipt	598			18/19-068 War Memorial Commit	Silent Soldier Campaign	£ 165.00										£ 165.00
October Month Totals							-£ 215.00	-£1,146.60	£ -	£ -	£ -	£ -	-£ 500.00	£27,092.00	£ -	-£ 148.00	£25,082.40

Chairman

Date.....