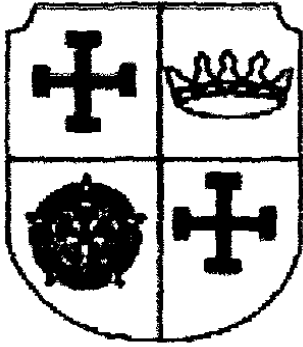


# WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lisa Pickering  
Clerk to the Council  
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29<sup>th</sup> April 2021

## Notice of Special Online Meeting (due to Covid-19 Pandemic)

Dear Councillor, you are hereby summoned to attend a meeting of Whittle-le-Woods Parish Council which will be held online, on Thursday 06<sup>th</sup> May 2021, 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) Changes to declarations of interests
- 3) Defibrillator checks
- 4) Special Meeting Protocols – (due to Covid-19 pandemic)
- 5) Planning matters (already reviewed)
- 6) Matters Arising
- 7) Clerk's update
- 8) Accounts
- 9) Any other business
- 10) Confidential items

## Visitors or Comments / Issues.

Please contact the Clerk on [clerk@whittlelewoodsparishcouncil.org.uk](mailto:clerk@whittlelewoodsparishcouncil.org.uk), or 01772 304841 / 07453020703 for information on observing the meetings or making a comment or raising an issue

## Whittle-le-Woods Parish Council Meeting Thursday 06<sup>th</sup> May 2021

Apologies:

1. Minutes

2. Changes in Declarations of Interest

3. Defibrillator checks

4. Meeting Protocols Resolution– due to Covid-19 pandemic

- *No change to Standing Orders*
- *All annual meetings to be postponed, and monthly meetings to be held online, all roles to remain as is until such time that a full Annual Parish Council Meeting may be convened.*
- *Payments – all payments to be made on-line once approved by 2 Bank Signatories.*
- *Planning – Clerk to send planning applications around on a weekly basis to allow the opportunity to scrutinise and comment, then minute in the monthly meetings*

### *Meeting Organisation*

*The Parish Council will adhere to these guidelines on conducting the online meetings:*

- *Chair to administer the meeting*
- *Clerk to facilitate the meeting*
- *Cllrs to connect via audio & video*
- *Cllrs to speak in turn*
- *Minimal Agenda*
- *Planning comments to be submitted to the Clerk prior to the meeting*
- *Cllr reports to be submitted to Clerk by email prior to the meeting*
- *Clerk to minute the meeting*

5. Planning Matters

Clayton Garage 2 Swansey Lane Whittle-Le-Woods Chorley PR6 7NT

Erection of single storey building for use by businesses falling within class E(c(i,ii,iii), e & g(i)) or beauty salon / nail bar. Reference 21/00402/FUL | Alternative Reference PP-09673328 |

Application Validated Wed 31 Mar 2021 | Awaiting decision

*The Parish Council object as there is already severe congestion on and around Swansey Lane.*

*Although two allocated spaces are shown on the plans, it will be difficult to manoeuvre in and out of the spaces when account is taken of all the cars parked causing congestion along Swansey Lane together with the commercial traffic at the engineering works across the road and the cars parked from Swansey garage on the A6.*

*The opening of a further business will add to the congestion and parking issues which need to be addressed.*

27 Preston Road Whittle-Le-Woods Chorley PR6 7PE

Part two storey / part single storey side / rear extension

Reference 21/00047/FULHH | Alternative Reference PP-09425792 | Validated Mon 18 Jan 2021 |

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.*

*It is noted that the extension butts up against the boundary making maintenance impossible. Consideration must be given to the neighbours with reference to natural light deprivation.*

Land Bounded By Town Lane (To The North) And Lucas Lane (To The West) Town Lane Whittle-Le-Woods

Application to discharge condition 17 (earthworks) of 19/00830/REMMAJ (Reserved matters application for the erection of 53 dwellings (appearance, landscaping, layout, and scale) pursuant to outline planning permission 13/01055/OUTMAJ (Outline application (specifying the access) for residential development comprising up to 83 dwellings with vehicular access to be taken from Royton Drive)).

Ref. No: 21/00397/DIS | Received: Wed 31 Mar 2021 | Validated: Wed 31 Mar 2021 | Status: Awaiting decision

*Information Only*

Land Bounded By Town Lane (To The North) And Lucas Lane (To The West) Town Lane Whittle-Le-Woods

Application to discharge condition 22 (badger survey) of planning permission 13/01055/OUTMAJ (Outline application (specifying the access) for residential development comprising up to 83 dwellings with vehicular access to be taken from Royton Drive).

Ref. No: 21/00398/DIS | Received: Wed 31 Mar 2021 | Validated: Wed 31 Mar 2021 | Status: Awaiting decision

*Information Only*

Beechwood Parkside Drive Whittle-Le-Woods Chorley PR6 7PL

Outline application (specifying access, appearance, layout and scale) for the erection of 2no. detached dwellings and associated drive access in existing garden. Ref. No: 21/00371/OUT | Received: Fri 26 Mar 2021 | Validated: Fri 26 Mar 2021 | Status: Awaiting decision

*Objection - This application is adjacent to the green belt boundary. Fitting 2 large dwellings in this garden is over development of the site and is not in keeping with other properties in the area. Removal of trees with TPOs is not acceptable.*

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

Extension to the side (northern) elevation of an existing detached garage

Ref. No: 21/00373/FULHH | Received: Fri 26 Mar 2021 | Validated: Fri 26 Mar 2021 | 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.*

Rustic Oak Farm Moss Lane Whittle-Le-Woods Chorley PR6 8AA

Conversion of existing garage/tack room to 1no. dwellinghouse including single storey side extension

Ref. No: 21/00355/FUL | Received: Wed 24 Mar 2021 | Validated: Fri 23 Apr 2021 | Status: Awaiting decision

*Objection - This is a development in the green belt by a creation of a new dwelling. The materials suggested in the application might not be in keeping with the area.*

138 Preston Road Whittle-Le-Woods Chorley PR6 7HE

Front boundary wall, 2m in height

Ref. No: 21/00307/FULHH | Received: Mon 15 Mar 2021 | Validated: Fri 16 Apr 2021 | 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.*

12 Cliffe Drive Whittle-Le-Woods Chorley PR6 7HT

Front porch, steps and elevational/window alterations

Ref. No: 21/00351/FULHH | Received: Tue 23 Mar 2021 | Validated: Tue 23 Mar 2021 | 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.*

8 Hampshire Avenue Buckshaw Village Chorley PR7 7DF

Conversion of garage to habitable accommodation, erection of 1.82m high perimeter fence to side of property, and the creation of gated access from the existing garden to newly created fenced area

Reference 21/00346/FULHH | Alternative Reference PP-09658624 | Validated Mon 22 Mar 2021 | Status: Awaiting decision

#### Granted

59 Derek Road Whittle-Le-Woods Chorley PR6 7LY

Notification of a proposed single storey rear extension (conservatory) measuring 4m in depth, with eaves height of 2.85m, and a maximum height of 3.65m

Ref. No: 21/00322/PDE | Received: Tue 16 Mar 2021 | Validated: Tue 16 Mar 2021 | Status: Other decision

The Cottage Parkside Drive South Whittle-Le-Woods Chorley PR6 7PH

Application for works to a protected tree - Chorley BC TPO 5 (Whittle-le-Woods) 2019: T1 Beech - Crown thin by 20%

Ref. No: 21/00248/TPO | Received: Wed 03 Mar 2021 | Validated: Thu 04 Mar 2021 | Status: Granted

81 Preston Road Whittle-Le-Woods Chorley PR6 7PG

Two storey side extension and single storey rear extension

Ref. No: 21/00227/FULHH | Received: Thu 25 Feb 2021 | Validated: Thu 25 Feb 2021 | Status: Granted

Phoenix Electrics 302 Preston Road Whittle-Le-Woods Chorley PR6 7HU

Single storey rear extension

Ref. No: 21/00223/FUL | Received: Wed 24 Feb 2021 | Validated: Wed 24 Feb 2021 | Status: Granted

#### Other Decision

NA

## 6. Matters Arising

Tree work required and Japanese Knotweed found on the Nature Trail (Canal Basin to Hill Top Lane)

Representation at Planning Appeal (Land North of Town Lane 20/01347/OUTMAJ) to be requested from Alan Davies. Estimated cost for representation: £6620 to £8910. Full breakdown of all potential costs provided in breakdown.

A member of the public has raised the issue of serious ASB occurring on and around 'Old' Moss Lane (emails attached)

The Clerk has raised the issue with LCC Highways again (originally raised 2019) and received the same response – bollards or a barrier cannot be placed at the entry to this highway as access is required to an electricity substation located here.

The member of public is requesting a multi-agency meeting to resolve the issues.

## 7. Clerks Update

Food Parcel update: budget sufficient until 02/06/21.

Total parcels provided to date 178 parcels (7 families currently being supported)

Notice Board for Community Garden Ordered from White Hill Direct – a local company who will provide and install the board. Total cost £900+vat

Quote for the holes for the flagpole and Christmas tree received. Total cost £130+vat

Quote for Flag pole enhancement, installing and concreting the base. £188.00

Quote for new wider diameter tube and concreting into a newly prepared hole for the Christmas tree. £85.00

Quote for Five national flags. (Union Jack, Saltire Scotland, Dragon Wales, St George and NHS flag). £25 in total.

The new Parish Flag is still being arranged and will be an extra cost.

Decoration of the trees (Waterhouse Green) with lights

Costs of maintaining light installation on Waterhouse Green have been requested from Stately Lighting

Quote for tidying the trees at Waterhouse Green inc. trimming back and ringing the ivy on the trees. Total cost £630+vat

The Village Hall is due to be revalued for insurance purposes

Internal Audit has been completed by Eileen Whiteford, and the AGAR is now ready for approval and issue to the External Auditors. Approval for payment requested.

Future Meetings – the High Court has ruled that all Government meetings held from 07/05/21 must be held face-to-face in a physical location.

Clerk has visited St Chads School to check that the room available is suitable to hold the next meeting currently scheduled for 14/06/21.

New notice board required for Town Lane. The frame is rotten and the glass on the left-hand door is now in danger of falling out. (£900+VAT)

Canal Basin project – escalated to Gary Hall. Received a call from the project support officer to advise that the legal teams are still dealing with licences – LCC are being quite slow. This will be chased up with Legal.

Work completed by David Hull:

Jobs carried out in April

1. Cut the grass on Cow Well Lane x2
2. Cleared notice board on the A6
3. Planted up triangle
4. Strimmed the grass, littered picked and cleaned up the Smithy fields footpath
5. Strimmed School Brow and cleaned up the footpath

## 8. Accounts

Outgoings approved this meeting

Ref	JV	Payee	Detail	Total
dd	21/22-001	Easy Websites	Monthly payment	-£27.60
bacs	21/22-002	Employee 1	May Salary	-£651.05
bacs	21/22-003	Employee 2	May Salary	-£432.54
dd	21/22-004	LLC Pension	Pension payment May	-£359.19
bacs	21/22-005	Eileen Whiteford	Internal Audit	-£80.00
bacs	21/22-006	Neil Partington	Flooding Group - expenses	-£72.14

Payments to be authorised via email to Clerk by 2 Bank Account Signatories

## 9. Any Other Business

## 10. Confidential Items

Salary Evaluation for Clerk



