

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 10th October 2022, at 7.30pm.

Present Vice-Chair Newall; Parish Councillors Auwerx, Bell, Briscoe, Evans, Fogarty, B Higham, P Higham, Partington, Yates & the Clerk

Apologies Councillor’s McDonald, and Wood

The meeting opened at 7.27pm.

Visitors Chris Walmsley, Chorley Borough Council and 1 member of the public (Trustee to Whittle-le-Woods Playing Field Trust)

1. Minutes

*22/10/01 The minutes of the previous meeting were approved.

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All OK

The meeting was suspended at 7.29pm

4. Streetscene Strategy (CBC)

Chris Walmsley from Chorley Borough Council attended the meeting to advise the Parish Council of the Borough Councils agreed Streetscene Strategy for the next 3 years. The main objectives of the strategy include Biodiversity, Green Operations and maximising Technology. There will be an emphasis on Neighbourhood improvements with Street signs and bus shelters.

Chris Walmsley advised that he can attend the meeting annually if the Parish Council would like.

Cllr Briscoe commented that the wildflower planting across the Parish has been poor over the last 2 or 3 years, especially on Blackburn Road.

Chris Walmsley advised that the Borough Council have been sowing annuals but are now moving to perennials, during the transition, there will be less yield from the plants.

Cllr Bell commented the same for the planting outside the Sea View Public House.

Chris Walmsley advised that there are Wild Flower Meadows and Wild Flower Corridors, the Sea View has perennials this year.

Cllr B Higham advised that they don’t look good.

Chris Walmsley stated that the perennials are not as colourful.

Cllr Briscoe advised that the teams need to clean up after ploughing the areas – he has had to report mud left on the roads.

Cllr Bell asked if there could be any flexibility in the schedule for hedge cutting. He has asked the Borough, but there is a fixed schedule.

Chris Walmsley advised that the schedules are fixed but that there is some flexibility built in. Hedge cutting on a Friday take place on a 3-week schedule leaving a Friday free for flexibility. He advised that he could be emailed direct or a general enquiry can be raised.

Chair

Date.....

Cllr Newall advised that the timing for the cutting may be out, so it would be better to email. Cllr Yates asked about St John's Churchyard advising that there are issues after good weather with the grass growing 3 feet high, cutting every 6 weeks is too long.

Cllr P Higham asked about planting between the roads and houses in the area, Church Hill for example.

Chris Walmsley advised that this area is owned by LCC, but CBC maintain it. The issue of planting is for LCC and CBC cannot assist.

The Clerk asked about the lack of address search facility on the online reporting system. Chris Walmsley advised that the Officers at the Council have the same issue and this has been raised with IT.

Cllr Newall advised that strategy wise it is good for the planting, but it was commented a few months ago that the Wild Flower planting is no longer looking great.

It was unanimously agreed that an annual meeting should be scheduled, and any issues or questions can be raised in advance.

Chris Walmsley left the meeting at 7.46pm

The meeting was reconvened at 7.46pm

5. Planning Matters

New

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

Application for works to protected trees - Chorley BC TPO 7 (Whittle-le-Woods) 1996: T1 Sycamore - Crown thin up to 25%; T2 Lime - Crown thin up to 35%; T3 Lime - Crown thin up to 20% and 1 metre reduction of branches overhanging roof; T4 Lime - Crown thin up to 15% and 1 metre reduction of branches overhanging roof; and T5 Sycamore - Crown thin up to 20%, 1 metre reduction of branches overhanging roof.

Ref. No: 22/01005/TPO | Received: Fri 23 Sep 2022 | Validated: Thu 29 Sep 2022 | Status: Awaiting decision

Passed to Tree Warden

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

Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1996: T1 Sycamore - Fell.

Ref. No: 22/01006/TPO | Received: Fri 23 Sep 2022 | Validated: Thu 29 Sep 2022 | Status: Awaiting decision

Passed to Tree Warden

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

Application to discharge condition no.11 (for plots 3, 4, 5 and 6 only) of 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: 22/00992/DIS | Received: Thu 15 Sep 2022 | Validated: Wed 28 Sep 2022 | Status: Awaiting decision

No Comment required

Chair

Date.....

Leyland Leisure Sales Trailer Centre 314 - 316 Preston Road Whittle-Le-Woods Chorley PR6 7HZ

Section 73 application to vary condition nos. 3 (approved plans), 4 (facing and roofing materials) and 5 (boundary fence details) of planning permission ref: 21/00579/FUL (Demolition of two workshops and erection of an extension to the main building to create new workshop areas) to increase the depth of the approved extension.

Ref. No: 22/00967/FUL | Received: Thu 08 Sep 2022 | Validated: Thu 08 Sep 2022 | Status: Awaiting decision

No Comment required

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

Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: T6 Sycamore - Crown reduction of up to 4 metres. Open for comment icon

Ref. No: 22/00966/TPO | Received: Wed 07 Sep 2022 | Validated: Wed 14 Sep 2022 | Status: Awaiting decision

The Parish Council wish to ensure that the tree reduction is not too severe and would recommend a maximum reduction of 3 metres

Norwood Copthurst Lane Whittle-Le-Woods Chorley PR6 8LR

Single storey front infill extension over existing garage Open for comment icon

Ref. No: 22/00962/FULHH | Received: Tue 06 Sep 2022 | Validated: Tue 06 Sep 2022 | 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.

Granted

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

Application for works to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1995: Ash - Prune three limbs back by up to 2.5 metres

Ref. No: 22/00799/TPO | Received: Sun 24 Jul 2022 | Validated: Mon 01 Aug 2022 | Status: Granted

Land Adjacent To 26 - 28 Spring Crescent Whittle-Le-Woods

Minor non material amendment to planning permission ref: 20/00277/FUL (Erection of 2no. semi detached) to alter the footprint of plot 2 and add a projection to the west side

Ref. No: 22/00802/MNMA | Received: Tue 19 Jul 2022 | Validated: Tue 19 Jul 2022 | Status: Granted

49 Royton Drive Whittle-Le-Woods Chorley PR6 7HJ

Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992: Ash - Heavy crown reduction

Ref. No: 22/00780/TPO | Received: Tue 19 Jul 2022 | Validated: Thu 21 Jul 2022 | Status: Granted

1-3 Hill Top Cottages Shaw Brow Whittle-Le-Woods Chorley PR6 7HQ
New vehicular access point, external landscaping and remodelling of frontages and associated works

Ref. No: 21/01322/FUL | Received: Tue 09 Nov 2021 | Validated: Tue 09 Nov 2021 | Status: Granted

Other
NA

6. Matters Arising

Whittle-le-Woods Playing Field Trust – Lyndon Wright

The meeting was suspended at 7.48pm

Lydon Wright, Trustee to Whittle-le-Woods Playing Field Trust, attended the meeting to discuss succession planning for the Trust.

The Trust was created as an asset by Cllr’s Bell, B Higham, P Higham, Yates and Alastair Cudworth. The 3 remaining trustees are Cllr’s Bell and Yates and Lyndon Wright. There is foresight within the constitution of the Trust in that the Parish Council is the Custodian Trustee of the Trust. There are 3 Trustees holding the roles of Chair-person, Secretary and Treasurer.

Lyndon Wright advised that also Ian Curwen and Steve Arnold have worked hard on improving the Playing Fields, with support from the Clerk. He advised that the responsibility for the Trust needs to be passed on. The football teams have really taken off, and whilst others may disagree with the football team’s dominating the Playing Fields, they do put the work in, and have built the changing rooms and been pivotal in the new pitch being installed. Cllr B Higham advised that she has issues with how the constitution is being interpreted. Cllr Newall suggested that the matter need to be taken away and the next steps arranged. Cllr Bell suggested that there should be advertising for new Trustee’s Cllr Fogarty asked if this would force the Parish Councillors to become Trustees and take on the roles of Chair-person, Secretary and Treasurer.

Lyndon Wright advised that he would write to the Charity Commission to resign as a Trustee. Cllr B Higham asked if the original documentation is in place.

Lyndon Wright advised that it was not an onerous task, but that the current Trustees cannot find successors.

Cllr Fogarty stated that the Parish Council need to read the constitution.

It is noted that all 3 current Trustees are to resign.

Lyndon Wright advised that the Trust will formalise the resignations and handover.

Cllr B Higham advised that the original documents should be in the filing cabinets.

Lyndon Wright left the meeting at 8.05pm

The meeting was reconvened at 8.05pm

Chair

Date.....

SpID Funding proposal – Cllr Evans

The report and costings provided by Cllr Evans have been distributed to the Parish Council. Cllr Evans advised that there is a problem with speeding along Chorley Old Road, especially on Dolphin Brow. After researching the best solutions Cllr Evans has a short list of 2 providers of SpID’s, adding that the cheapest is not necessarily the best.

Cllr Newall suggested that there needed to be proven benefits of the use of SpID’s in reducing speeding

Cllr Evans stated that they are like all other road signs, but that these can be moved around. The graphics are for vehicle activated speed signs which tells the vehicle that it is speeding and also records the speed. The records can be compiled over the month to show the average speed and the highest speed.

Cllr Newall asked what would be done with the information?

Cllr Evans advised that the information can be passed to the Police who could then use ANPR cameras to target speeding vehicles.

Cllr Newall stated that if the top speed was found to be low i.e. 25mph then it would be too late as the money would have been spent.

Cllr Evans said that if this was the case then there wouldn’t be a need for the cameras.

Cllr Newall asked at what point would a further authority take notice?

Cllr Bell stated that Chorley Old Road is not a dangerous Road. He has lived there for 63 years, there has been no serious accidents in the last 10 years, and no action will be taken following the recording of the data. Dolphin Brow is not an accident bend. It can be dangerous but there have been no accidents. To justify the spend the Parish Council need proof that the cost of SpID’s is worth it.

Cllr P Higham stated that if speeding is proven and action taken, then there is only 1 point on Chorley Old Road where ANPR cameras can be used and that is at the other end, passed the Dog Inn. The police cannot enforce speed around Dolphin Brow.

Cllr Evans stated that he was aware of a ‘boy racer’ being followed by a traffic car, which prevented an accident.

Cllr Fogarty suggested that if the cameras can be moved then Town Lane would be a good opportunity for their use.

Cllr Newall pointed out that there are lots of areas in the village with a speeding issue.

Cllrs B Higham and P Higham reiterated that there have been no fatalities to date.

Cllr Partington stated that using SpID’s as a deterrent is a good thing.

There was then general discussion, and Cllr Newall brought the meeting to order.

Cllr Bell stated that SpID’s are not the answer.

Cllr Evans stated that the SpID’s do not show a maximum speed and therefore deters boy racer type driving.

Cllr B Higham asked how the SpID’s would be paid for as she is unsure it would fall under CIL expenditure.

Cllr Newall requested that the Clerk look into whether the SpID’s could be funded via CIL.

Cllr Newall suggested that option 2 of the presented solutions made more sense, however costs are required for back plates and pads.

Cllr Evans stated that the costs are £90, and the solar powered SpID’s only require daylight, not sunlight.

Cllr Bell stated that a SpID had been borrowed for Huntsfield but didn't make any difference, they are ignored.

Cllr Partington said that the Clayton-le-Woods Parish Council SpID's were used before data retrieval was possible.

Cllr Evans stated that he was fed up with waiting for a fatality.

Cllr Briscoe asked if the SpID's would detect motorbike's

Cllr Evans answered yeas that all vehicles would be recorded.

Cllr Newall asked how the data would be retrieved from the devices.

Cllr Evans advised that the download is via Bluetooth and he was happy to carry this out.

Cllr Yates asked what the cost would be

Cllr Evans stated that the cost will be approx.. £12,000

Cllr Auwerx said that would be £1000.00 per month.

Cllr Bell suggested that he would rather the money was spent on something else

Cllr Fogarty proposed that following a check that CIL funding can be utilised then more detailed costs should be provided.

Cllr Partington seconded.

Cllr Newall proposed a vote.

6 in favour and 4 against.

7. Clerks Update

Christmas Tree ordered (maximum of 27ft)

Christmas Tree Lights Ordered

Budget meeting to be planned

Dog Control Order from CBC (Whittle-le-Woods Playing Fields) – awaiting update from CBC

The Clerk has received a copy of the lease with LCC for the Nature Trail – it expired in August 2021 so the Clerk is attempting to ascertain if LCC wish to renew the lease.

Enquiries into the 'Slow Children Playing Sign' made with LCC – LCC have responded to advise that a sign is not required and have provided information on further resources. The Clerk has replied suggesting that the sign that was in situ be replaced, and raised the potential for the Parish Council to fund the sign.

Bedrock Landscaping chased regarding the footpath from Factory Lane to the Cricket pitch. They are experiencing supply issues with the aggregate required.

Raised beds installed at the Community by CBC free of charge – the raised beds will be installed on Saturday 08/10/22. The wildflower bed will be prepared in March and sowed in April.

The bench requested for the Canal Basin footpath – bench ordered; David Hull requested to go ahead with the installation.

Chair

Date.....

8. Accounts

Outgoings for approval this meeting

	Ref	JV	Payee	Detail	Total
*22/10/02	dd	22/23-076	Easy Websites	Monthly payment	-£27.60
*22/10/03	bacs	22/23-077	Employee 1	October Salary	-£713.28
*22/10/04	bacs	22/23-078	Employee 2	October Salary	-£461.13
*22/10/05	dd	22/23-079	LLC Pension	Pension payment October	-£371.73
*22/10/06	bacs	22/23-080	Joshua Peet	Service of Flood Equipment	-£100.00
*22/10/07	bacs	22/23-081	Friends of Cuerden Valley Park	Annual Membership	-£15.00
*22/10/08	bacs	22/23-082	LANPAC - Invoice 115/22	Annual Membership	-£60.00
*22/10/09	dd	22/23-083	HMRC - Qtr 2	PAYE Qtr2	-£1,012.29

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

Receipt of £400 from Chorley Borough Council Small Environmental Fund

8. Any Other Business

Cllr Bell Requested an update on the Newsletter, and when the next one will be published. It was agreed that the Newsletter would be better published in Spring and Autumn. The Clerk was actioned to pursue the outsourcing of the Newsletter.

Cllr Newall Suggested that an online Newsletter might be preferred. The Clerk advised that the newsletter is published on the Parish Council website. Article to be added as an agenda item for the next meeting.

Cllr Yates Warburton’s vans are still using Cow Well Lane – the most recent being 9.10am on Sunday morning.

The bench recently placed on the A6 has been damaged, can the Parish Council repair this? Cllr Briscoe agreed to check out the bench and advise.

Cllr Bell Please could the Clerk ask about bulbs for this year. Action for the Clerk to follow up with CBC.

Cllr Partington Asked about the provision of food vans at the Christmas Tree Switch on this year
 Cllr Yates asked about the cost of adding any food vans
 Cllr B Higham advised that they are planning on the traditional mulled wine and minced pies – should this continue – unanimously agreed it should.

Venue for next meeting – the Computer Room at Whittle-le-Woods Village Hall

Chair

Date.....

9. Confidential Items

NA

The meeting closed at 8.48pm.

The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 14th November.

Chair

Date.....

Payments & Receipts

Whittle-le-Woods Parish Council								
Accounts for 2022 / 23								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/10/2022		Payment	dd		22/23-076	Easy Websites	Monthly payment	-£ 27.60
28/10/2022		Payment	bacs		22/23-077	Employee 1	September Salary	-£ 713.28
28/10/2022		Payment	bacs		22/23-078	Employee 2	September Salary	-£ 461.13
17/10/2022		Payment	dd		22/23-079	LLC Pension	Pension payment September	-£ 371.73
17/10/2022		Payment	bacs		22/23-080	Joshua Peet	Service of Flood Equipment	-£ 100.00
17/10/2022		Payment	bacs		22/23-081	Friends of Cuerden Valley Park	Annual Membership	-£ 15.00
17/10/2022		Payment	bacs		22/23-082	LANPAC - Invoice 115/22	Annual Membership	-£ 60.00
22/10/2022		Payment	bacs		22/23-083	HMRC - Qtr 2	PAYE Qtr2	-£ 1,012.29
October Totals								-£2,761.03

Chair

Date.....

Budget Tracking

2022 / 23 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring															
Categories	22/23 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total Expenditure	Remaining budget
Admin Payment	£8,670.00	-£23.00	-£23.00	-£773.21	-£186.70	-£83.00	-£3,418.21	-£98.00						-£4,605.12	£4,064.88
Admin Receipt		£0.00	£1,900.00	£165.00	£0.00	£40.00	£515.00	£0.00						£2,620.00	£2,620.00
Staffing Payment	£24,000.00	-£2,715.88	-£1,516.33	-£1,516.33	-£2,651.10	-£1,546.14	-£1,546.14	-£2,558.43						-£14,050.35	£9,949.65
War Mem Payment	£2,000.00	£0.00	-£2,000.00	£0.00	£0.00	£0.00	£0.00	£0.00						-£2,000.00	£0.00
Loan Payment	£5,040.00	£0.00	£0.00	£0.00	-£2,519.98	£0.00	£0.00	£0.00						-£2,519.98	£2,520.02
Maint Payment	£18,250.00	£0.00	-£935.15	-£924.00	£0.00	£0.00	-£1,224.00	-£100.00						-£3,183.15	£15,066.85
Grants Payment	£1,000.00	£0.00	-£200.00	£0.00	£0.00	£0.00	-£500.00	£0.00						-£700.00	£300.00
Project/Misc. Payment	£13,100.00	-£500.00	-£320.83	-£1,969.17	-£2,674.00	-£1,820.00	-£13.65	£0.00						-£7,297.65	£5,802.35
Flooding Payment	£2,500.00	-£145.25	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						-£145.25	£2,354.75
Christmas Payment	£3,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£3,500.00
Interest Receipt		£15.34	£24.17	£22.36	£21.05	£23.44	£46.03	£0.00						£152.39	£152.39
VAT Payment	£0.00	-£523.65	-£602.38	-£586.29	-£855.40	-£326.60	-£99.62	-£4.60						-£2,998.54	-£2,998.54
VAT Receipt		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00						£0.00	£0.00
Total Receipt		£15.34	£7,371.64	£187.36	£21.05	£63.44	£561.03	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,772.39	£2,772.39
Total Payments	£78,060.00	-£3,907.78	-£5,597.69	-£5,769.00	-£8,887.18	-£3,775.74	-£6,801.62	-£2,761.03	£0.00	£0.00	£0.00	£0.00	£0.00	-£37,354.79	£40,705.21
CIL Payment		-£2,450.00	-£2,779.75	-£629.57				-£3,500.00						-£9,359.32	-£9,359.32
CIL Receipt (Bal C/O)	£173,383.95		£5,447.47											£178,831.42	£164,024.63
Categories	22/23 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	against Budget
Summary of bank accounts				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at end of prev month				£1,221.30	£863.52	£586.08	£1,152.51	£540.29	£829.59	£1,249.35					
41346412 - Balance at end of prev month				£223,578.93	£276,664.27	£274,135.91	£269,158.27	£260,158.27	£257,202.76	£248,738.79					
Total bank account balance				£224,800.23	£277,527.79	£274,721.99	£270,310.78	£260,698.56	£258,032.35	£249,988.14	£0.00	£0.00	£0.00	£0.00	£0.00
Precept / CIL Amount to deposit account															
CIL Payments				-£2,450.00	-£2,779.75	-£629.57	£0.00	£0.00	-£3,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Payments this month				-£3,907.78	-£5,597.69	-£5,769.00	-£8,887.18	-£3,775.74	-£6,801.62	-£2,761.03	£0.00	£0.00	£0.00	£0.00	£0.00
Receipts this month				£15.34	£7,371.64	£187.36	£21.05	£63.44	£561.03	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Unpresented Payments															
Unpresented Receipts				£59,070.00											
Balance at month end				£277,527.79	£276,521.99	£268,510.78	£261,444.65	£256,986.26	£248,291.76	£247,227.11	£0.00	£0.00	£0.00	£0.00	£0.00

Chair

Date.....