

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 14th November 2022, at 7.30pm.

Present Chair McDonald; Parish Councillors Bell, Briscoe, Fogarty, B Higham, P Higham, Newall & the Clerk

Apologies Councillor’s Auwerx, Evans, Partington, Wood and Yates

The meeting opened at 7.32pm.

Visitors 1 member of the public

1. Minutes

*22/11/01 The minutes of the previous meeting were approved.

2. Changes in Declarations of Interest

NA

3. Defibrillator checks

All OK (Cllr Fogarty to provide a check on the St Chad’s Defib)

The meeting was suspended at 7.33pm

A member of the public attended the meeting to discuss the Canal Basin and Trail. The potential to include a consultation form with the next newsletter was discussed. This will be included in the next newsletter to be issued in February.

The Clerk advised that funding has been made available from CBC for tree works on the Canal Basin and the funds must be used by February 2023. It was suggested that the Parish Council engage Tree Expert to look at cutting back the trees on the north bank (without the footpath), especially those overhanging neighbouring properties. Unanimously agreed. The Clerk is requested to contact Tree Expert and request the works.

The member of public advised that discussions are to be held with the River Douglas Catchment Partnership. He is looking at plans for improvements, however the consultation needs to be carried out first. Initial ideas include creating sketches of the area, work on the middle area of the nature trail, a sculpture on the park, and accessing the tunnel near the steps. All of this is dependant upon the leases in place for the nature trail and canal basin. There needs to be an understanding of the ownership of the stepped area and any lease with the Parish Council.

Cllr P Higham advised that the original lease for the canal basin is with LCC with a back-to-back lease to the Parish Council. It could potentially be leased direct to the Parish Council in the future. He would propose that a future lease should be direct between B and P Higham and the Parish Council, though this would probably require legal advice.

There is a need to find the lease with the owners of the steps (Robinsons). This may possibly be with the County Archives. A discussion is required regarding the works to be carried out.

Chair

Date.....

Cllr Newall advised that all legal agreements and leases etc would need to be in place before the Parish Council could commit to any work.

The member of Public advised that the binliner in the frame was being used and no issues have been reported, so this could be changed for a waste bin if the Parish Council are in favour.

Cllr Bell advised that the nature trail was only ever meant as a dog walking path to bypass the main road and Hill Top Lane.

The Clerk suggested that a separate meeting be held regarding the Canal Basin leases and a plan to move the project forward.

Cllr P Higham advised that the area does require maintenance and a clean-up, but no more than that.

The meeting reconvened at 7.57pm

5. Planning Matters

New

Land 75M South East Of 33 Town Lane Whittle-Le-Woods

Outline planning application for the construction of up to 250 dwellings and associated infrastructure (including 30% affordable housing) with all matters reserved aside from the access from Town Lane (resubmission of application ref. 20/01347/OUTMAJ) Ref. No: 22/01142/OUTMAJ | Received: Mon 31 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Awaiting decision

Cllr Newall advised that this second planning application had some changes to the first:

- 1. It is proposed to move the bus stops to Dolphin Brow from Shaw Brow
- 2. To move the chevroned area close to the Roebuck
- 3. Add chicanes along Town Lane, 10 yards before the bad bend.

Cllr Bell stated that the application is ridiculous

Cllr Newall advised that she has already been in touch with DTPC and suggested that the Parish Council engage the company to complete a comparison between the applications and provide a report on the highways issues that the proposed development may bring, in particular: issues with crossing Town Lane, and several other considerations. The development will fundamentally change Town Lane.

Chair McDonald proposed that DTPC should be engaged as a consultant in the matter.

Cllr B Higham seconded. Unanimously agreed.

Cllr Newall also suggested that the Parish Council could engage with volunteers to go door to door and advise people of the proposal and the options, effectively gathering objections to the application.

There was discussion regarding timescales and the possibility of gathering objections in time for the deadline.

A member of the public suggested that there had been no consultation due to Covid-19

Cllr Newall advised that the local plan is due in January 2023 and the Quarries will need to be considered.

The member of public left the meeting at 8.23pm

Chair

Date.....

16 Olive Close Whittle-Le-Woods Chorley PR6 7HR
 Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1992:
 Oak T4 - Pruning of overhanging branches to provide clearance from house, conservatory
 and garage
 Ref. No: 22/01112/TPO | Received: Thu 20 Oct 2022 | Validated: Thu 03 Nov 2022 |
 Status: Awaiting decision
Passed to Tree Warden

Amari Haven 113 Preston Road Whittle-Le-Woods Chorley PR6 7PJ
 Application for works to protected trees - Chorley BC TPO 9 (Whittle-le-Woods) 1987,
 Chorley BC TPO 12 (Whittle-le-Woods) 1996: T1 Oak - Pruning back of branches
 overhanging property (and neighbouring property) by 2 metres and crown raise by 2
 metres; T2 Oak - Removal of lowest large branch growing down into the garden; T3 Oak -
 Crown reduction of 1.5 metres
 Ref. No: 22/01105/TPO | Received: Tue 18 Oct 2022 | Validated: Thu 03 Nov 2022 |
 Status: Awaiting decision
Passed to Tree Warden

20 Paradise Close Whittle-Le-Woods Chorley PR6 7TW
 Replacement and raising of roof, rear dormer and front roof lights
 Ref. No: 22/01089/FULHH | Received: Thu 13 Oct 2022 | Validated: Thu 13 Oct 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.*

193 Chorley Old Road Whittle-Le-Woods Chorley PR6 7NB
 Erection of a detached garage
 Reference 22/01052/FULHH | Alternative Reference PP-11601417
 Application Validated Thu 06 Oct 2022 | Status Awaiting decision
*The Parish Council wish to object to this application.
 The proposed Garage is too close to Chorley Old Road
 The building of the garage in this location is not in keeping with the street scene.*

8 Snape Drive Whittle-Le-Woods Chorley PR6 7FY
 Application for a Certificate of Lawfulness for a proposed single story rear extension
 Reference 22/01036/CLPUD | Alternative Reference PP-11588289
 Application Validated Mon 03 Oct 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.*

11 Berry Avenue Whittle-Le-Woods Chorley PR6 7FX
 Application for works to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1995: T24
 Oak - Prune all overhanging branches back to boundary fence
 Reference 22/01034/TPO | Alternative Reference PP-11586087
 Application Validated Thu 06 Oct 2022 | Status Awaiting decision
Passed to Tree Warden

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

Reference 22/00967/FUL | Alternative Reference -

Application Validated Thu 08 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

Amari Haven 113 Preston Road Whittle-Le-Woods Chorley PR6 7PJ

Application for works to a protected tree - Chorley BC TPO 12 (Whittle-le-Woods) 1996: Oak T19 - Crown raise by 2 metres

Ref. No: 22/00830/TPO | Received: Fri 29 Jul 2022 | Validated: Mon 08 Aug 2022 | Status: Granted

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

Single storey porch to front of property

Ref. No: 22/00796/FULHH | Received: Thu 21 Jul 2022 | Validated: Mon 08 Aug 2022 | Status: Granted

Other

Land 17M West Of 4 Halls Square Whittle-Le-Woods

Erection of 2no. sheds (following demolition of 2no. existing sheds) (resubmission of planning application ref: 21/00706/FUL)

Planning Inspectorate Appeal Ref: APP/D2320/W/22/3301270 | Planning Application Ref: 22/00369/FUL

Notice of Appeal 06/10/2022 | Appellant: Mr & Mrs Green

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

Request under Section 106A of the Town and Country Planning Act 1990 (as amended) and the Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992 to modify a planning obligation (Affordable Housing) dated 04 December 2015

Ref. No: 22/00887/S106A | Received: Mon 15 Aug 2022 | Validated: Mon 15 Aug 2022 | Status: Withdrawn

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

Application for works to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1995: T28 Oak - 20% crown thin.

Chair

Date.....

Ref. No: 22/00907/TPO | Received: Sat 20 Aug 2022 | Validated: Tue 30 Aug 2022 | Status: Refused

6. Matters Arising

New Parish Council Flag for Water house Green – Cllr Briscoe
Chair McDonald suggested that the flag should have deeper colours
Unanimously agreed

Railings on Brewery Fields - the second set of railings are in need of repair – Cllr Yates
The Clerk is requested to clarify with Cllr Yates and engage David Hull to carry out the works required.

Land 75M South East Of 33 Town Lane Whittle-Le-Woods
Outline planning application for the construction of up to 250 dwellings and associated infrastructure (including 30% affordable housing) with all matters reserved aside from the access from Town Lane (resubmission of application ref. 20/01347/OUTMAJ) Ref. No: 22/01142/OUTMAJ | Received: Mon 31 Oct 2022 | Validated: Mon 31 Oct 2022 | Status: Awaiting decision

Quotes received from Alan Davies for
Compare the report to previous to highlight if the errors have been taken on board £125
Review safety from other sources £75
Review the TA for guidance and review the wider area mitigation £125
Review in detail the feedback and drawings for the paths as set out for compliance, level of service for vulnerable users, any areas not considered such as sight lines for crossing points and compare to inspectors feedback. £425
Provide a technical note for formal submission in draft for team review and in final form. £300

Total above £1050
Ad hoc support £110/hr All plus vat.
Unanimously agreed.

7. Clerks Update

Christmas 2022
Christmas Tree ordered (maximum of 27ft)
Christmas Tree Lights Ordered
Gazebo’s ordered
Business Christmas Trees ordered.
Cllr Newall raised the issue of the World Cup being shown at the Roebuck on Sunday the 4th December (England may be playing) and it may be beneficial to change the timing of the lights switch on. She suggested 5pm might be a better time.
The Clerk is requested to liaise with the landlord of the Roebuck to ensure the best times for the switch on can be achieved.

Chair

Date.....

Budget meeting to be planned

The Clerk is requested to contact Cllr Wood for dates to schedule a meeting.

The Clerk has received full copies of the leases for the Nature Trail – there needs to be an agreement to potentially extend the leases.

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. The supplies should be available in the next 2 weeks with the work to be completed asap. (Note from Mark Clifford stating that Primrose Holdings has been asked to fund this work – Clerk investigating)

David Hull requested to go ahead with the installation of the bench on the Canal Basin Footpath.

8. Accounts

Outgoings for approval this meeting

	Ref	JV	Payee	Detail	Total
*22/11/02	dd	22/23-084	Easy Websites	Monthly payment	-£27.60
*22/11/03	bacs	22/23-085	Employee 1	November Salary	-£1,044.85
*22/11/04	bacs	22/23-086	Employee 2	November Salary	-£461.13
*22/11/05	dd	22/23-087	LLC Pension	Pension payment November	-£494.22
*22/11/06	bacs	22/23-088	Whitehill Direct	Invoice 7300 - Bench for Canal Path	-£598.80
*22/11/07	bacs	22/23-089	Peter Heise	Binliners for Lengthsman	-£20.35
*22/11/08	bacs	22/23-090	CBC	Small Environmental Fund - refunded	-£490.00
*22/11/09	bacs	22/23-091	MJ Fellows	Deposit on flooring for Village Hall	-£3,032.04

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

Receipt of £2526.70 and £28,619.30 from AXA Insurance for the cost of repairing the Village Hall Floor (this will be ringfenced for repairs)

£490.00 received from CBC in error and refunded back (Small Environmental Grant)

£1,328.91 CIL received from CBC

9. Any Other Business

Venue for next meeting will be the village Hall at Whittle-le-Woods

A Staffing Committee Meeting is planned for 7pm on Monday the 5th of December

Dates are to be agreed for discussions relating to Whittle-le-Woods Playing Field Trust

Chair

Date.....

10. Confidential Items

Removed

The meeting closed at 9.04pm.

The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 12th December.

Chair

Date.....

Payments & Receipts

Whittle-le-Woods Parish Council								
Accounts for 2022 / 23								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/11/2022		Payment	dd		22/23-084	Easy Websites	Monthly payment	-£ 27.60
28/11/2022		Payment	bacs		22/23-085	Employee 1	November Salary	-£ 1,044.85
28/11/2022		Payment	bacs		22/23-086	Employee 2	November Salary	-£ 461.13
17/11/2022		Payment	dd		22/23-087	LLC Pension	Pension payment November	-£ 494.22
14/11/2022		Payment	bacs		22/23-088	Whitehill Direct	Invoice 7300 - Bench for Canal Path	-£ 598.80
14/11/2022		Payment	bacs		22/23-089	Peter Heise	Binliners for Lengthsman	-£ 20.35
02/11/2022		Payment	bacs		22/23-090	CBC	Small Environmental Fund - refunded	-£ 490.00
November Totals								-£ 3,136.95

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	-£513.00					-£5,118.12	£3,551.88
Admin Receipt		£0.00	£1,900.00	£165.00	£0.00	£40.00	£515.00	£400.00	£0.00					£3,020.00	£3,020.00
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	-£1,668.63					-£15,718.98	£8,281.02
War Mem Payment	£2,000.00	£0.00	-£2,000.00	£0.00	£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	£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	-£16.96					-£3,200.11	£15,049.89
Grants Payment	£1,000.00	£0.00	-£200.00	£0.00	£0.00	£0.00	-£500.00	£0.00	£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	£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	£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					£0.00	£3,500.00
Interest Receipt		£15.34	£24.17	£22.36	£21.05	£23.44	£46.03	£81.23	£0.00					£233.62	£233.62
VAT Payment	£0.00	-£523.65	-£602.38	-£586.29	-£855.40	-£326.60	-£99.62	-£4.60	-£107.79					-£3,106.33	-£3,106.33
VAT Receipt		£0.00	£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	£481.23	£0.00	£0.00	£0.00	£0.00	£0.00	£3,253.62	£3,253.62
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	-£2,306.38	£0.00	£0.00	£0.00	£0.00	-£39,661.17	£38,398.83
CIL Payment		-£2,450.00	-£2,779.75	-£629.57				-£3,500.00	-£499.00					-£9,858.32	-£9,858.32
CIL Receipt (Bal C/O)	£173,383.95		£5,447.47											£178,831.42	£163,525.63
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	£1,018.26				
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	£249,220.02				
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	£250,238.28	£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	-£499.00	£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	-£2,306.38	£0.00	£0.00	£0.00	£0.00
Receipts this month				£15.34	£7,371.64	£187.36	£21.05	£63.44	£561.03	£481.23	£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	£247,708.34	£247,432.90	£0.00	£0.00	£0.00	£0.00

Chair

Date.....