

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 9<sup>th</sup> May 2022, at 7.30pm.

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

Apologies Councillor Partington

The meeting opened at 7.32pm.

Visitors Borough Councillor Dedrah Moss and 1 Member of the Public

1. Minutes

\*22/05/01 The minutes of the previous meeting were approved.

2. Changes in Declarations of Interest

NA


3. Defibrillator checks

All ok.

4. Planning Matters

New

1 Waterhouse Green Whittle-Le-Woods Chorley PR6 7LA

Notification of intention to install 1no. 9m high pole for the provision of fixed line broadband electronic communications apparatus 

Ref. No: 22/00462/NOT | Received: Tue 26 Apr 2022 | Validated: Tue 26 Apr 2022 | Status: Awaiting decision

*No Comment required*

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

Erection of a detached outbuilding to accommodate a garden room

Reference 22/00427/FULHH | Alternative Reference

Application Validated Wed 13 Apr 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.*

6 Snape Drive Whittle-Le-Woods Chorley PR6 7FY

Part first floor side extension, part single storey rear extension

Reference 22/00382/FULHH | Alternative Reference PP-11168507

Application Validated Mon 04 Apr 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.*

Chair .....

Date.....

12 Spring Crescent Whittle-Le-Woods Chorley PR6 8AD

Application for a certificate of lawfulness for a proposed detached outbuilding (garden room)

Reference 22/00390/CLPUD | 0Alternative Reference PP-11159937

Application Validated Mon 04 Apr 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.*

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

Application to discharge conditions nos. 4 (landscaping layout), 5 (drainage design), 6 (construction method statement / site management plan), 7 & 8 (dwelling emission rate), 10 (materials) and 13 (boundary details) attached to planning permission 20/00277/FUL (Erection of 2no. semi detached bungalows)

Ref. No: 22/00365/DIS | Received: Wed 30 Mar 2022 | Validated: Fri 08 Apr 2022 | Status: Awaiting decision

*No comment required*

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

Single storey side/rear extension (following demolition of existing garage)

Reference 22/00355/FULHH | Alternative Reference PP-11146930

Application Validated Mon 28 Mar 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.*

*Does this application comply with the Chorley House design Policy? This extension blocks off access to the rear of the house. The street scene is adversely affected.*

272 Preston Road Whittle-Le-Woods Chorley PR6 7HU

Single storey side/rear extension (following demolition of existing conservatory); sliding gate and entrance gates to maximum height of 2.195m

Reference 22/00026/FULHH | Alternative Reference PP-10533982

Application Validated Tue 11 Jan 2022 | Status Awaiting decision

*Does the existence of remotely operated gates adjacent to the footpath and highway comply to road safety regulations?*

*If this can be clarified than 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.*

Chair .....

Date.....

Granted

18 Birchin Lane Whittle-Le-Woods Chorley PR6 7NH  
Application to discharge conditions nos. 4 (materials) and 5 (arboricultural impact assessment) attached to planning permission ref:21/01264/FULHH (Enlargement of existing front and rear dormers, erection of a single storey rear extension, single storey front extension/porch and alterations to existing access/parking arrangement)  
Ref. No: 22/00301/DIS | Received: Tue 15 Mar 2022 | Validated: Tue 15 Mar 2022 | Status: Granted

1 St Helens Road Whittle-Le-Woods Chorley PR6 7NQ  
Erection of an outbuilding and perimeter fence (retrospective)  
Ref. No: 22/00158/FULHH | Received: Wed 09 Feb 2022 | Validated: Tue 22 Feb 2022 | Status: Granted

138 Preston Road Whittle-Le-Woods Chorley PR6 7HE  
Erection of 2m high rendered pillars, timber board fencing above existing front boundary wall to a height of 2m and electric gate 1.8m in height (part retrospective)  
Ref. No: 22/00103/FULHH | Received: Wed 26 Jan 2022 | Validated: Fri 11 Feb 2022 | Status: Granted

272 Preston Road Whittle-Le-Woods Chorley PR6 7HU  
Single storey side/rear extension (following demolition of existing conservatory); sliding gate and entrance gates to maximum height of 2.195m Open for comment icon  
Ref. No: 22/00026/FULHH | Received: Tue 11 Jan 2022 | Validated: Tue 11 Jan 2022 | Status: Granted

Other

NA

5. Matters Arising

War Memorial Committee. Cllr Bell advised that a working group report has been received from Clayton-le-Woods Parish Council. The report is found to be offensive by the Whittle-le-Woods and Clayton-le-Woods War Memorial Committee. There has been equal membership of the Committee between the 2 Parish Councils for over 100 years. Cllr Bell has been Chair of the Committee for 39 years and the Clerk has been in post for the same time. The Committee is standalone and has nothing to do with either Parish Council. Comments on the report from Clayton-le-Woods Parish Council are that the Chair is elected and cannot be rotated. There would be no cost saving by removing the Clerk as this is a paid role and needs to be funded. There is a query on the cost of the Remembrance Wreaths, and the Annual Report should be read as the costs are fully explained. Following the report from Clayton-le-Woods Parish Council the Clerk to the War Memorial Committee has resigned. Whittle-le-Woods Parish Council fully support the War Memorial Committee and the way it has worked over the years.

Chair .....

Date.....

Spam email received by the Parish Council – Cllr Fogarty advised that he feels the spam emails are targeted and the recent ones he has received have been reported. The Clerk advised that the scam emails are not particular to Whittle-le-Woods Parish Council, but should be reported and blocked as suggested by Cllr Fogarty.

Cllr Newall has drafted a letter to the Central Lancashire Local Plan team. The Clerk will forward the letter onto the team, with copies sent to Lancashire County Councillors and Chorley Borough Councillors.

Insurance Claim for Village Hall. Cllr P Higham advised that suppliers have stated that the Oak required for the floor is in short supply and the alternative is engineered wood, which is of inferior quality to the floor currently in situ. Cllr P Higham asked if the floor is not replaced can a claim to the insurance company still be made, due to the national shortage of Oak flooring? Cllr Newall advised that she could ask the advice of a mop to understand if the claim could be settled without the floor being replaced. Cllr Wood advised that he may be able to assist within his role as a Parish Councillor. The Clerk will liaise with Cllr Newall on next steps.

The Chair suspended the meeting (8.15pm) to allow the Members of Public to speak.

Borough Councillor Dedrah Moss introduced herself as the newly elected Councillor for Whittle and Buckshaw, and advised that any issues can be raised with her.

The member of public attended the meeting to advise of a near miss traffic collision on Dolphin Brow with a bus on the 26<sup>th</sup> of April. The result was the vehicle had to mount the pavement and swerve into bushes to avoid the oncoming bus. A complaint has been made to Preston Bus and the County Councillor.

Borough Councillor Moss suggested that the bus may have been overtaking parked vehicles as there are no double yellow lines on this stretch of road.

The Clerk will write to LCC Highways and copy the County Councillor regarding the incident. Supporting the concerns raised and requesting double yellow lines along this stretch of highway.

The member of public also requested assistance from the Parish Council for his Grandson who has been diagnosed with Leber Hereditary Optic Neuropathy (LHON) condition which may result in permanent sight loss. The cost of treatment is £7,760 per month and treatment will be from 1 to 3 years. The family are looking for support in fundraising for the treatment. Chair McDonald suggested sharing the go fund me page to the Whittle-le-Woods Facebook page. Councillor Bell observed that there was a stall in support of the cause at the recent Duck Race event.

The Clerk advised that an article could go in the newsletter if Mr Brimelow could provide the required article to the Clerk.

Chair .....

Date.....

The member of public also raised his concern regarding the leaching of low-grade nuclear slurry from quarries in the area.

Cllr Newall advised that Chorley Borough Planning have placed a marker on the file for those particular areas of land which will require that any developers to make sure adequate testing and reporting are carried out.

The Chair reconvened the meeting at 8.32pm.

6. Clerks Update

Grant funding requests received from:

- 1 St Chad’s PTA (funding for an After School Club Place) £100
- 2 Chorley Buddies – donation towards Social Activities held at St Chad’s Parish Centre. No set amount requested.

Both approved for £100. Unanimously agreed.

Letter sent to Planning Enforcement regarding the approval of retrospective planning permission for the access gate into the Cross Keys Estate from Carwood Lane.

Slow Down Save Lives resources order form from LCC - 250 x Bin Stickers / 1 x Banner (with guidance on installation) / 2 x Adult High Viz Waistcoats – Pack Ordered

Queens Jubilee

Grants form provided to the grant requesters.

Grant requests received from:

- Laura King (Jubilee Close),
- Peter Higham (The Village Hall),
- Angela Perkins (Paradise Close),
- Cath Flett & Vicky Farnworth (Langdale Grove)

All grant requests approved. Unanimously agreed. Clerk to make the grant payments of £50 each.

The Queens Platinum Jubilee Celebrations will take place at St Chad’s School on Thursday 26/05/22 at 2pm. Cllrs Briscoe and Newall to attend.

The Queens Platinum Jubilee Celebrations will take place at Whittle-le-Woods Primary School on Monday 16/05/22 at 10.25am. Cllrs Bell and Fogarty to attend.

Flower Baskets for local Businesses

Letters have been issued to local businesses. 9 responses received to date. Deadline of 06/05/2022.

Clerk to order the baskets from Pole Green Nurseries and liaise with Cllr’s B Higham & P Higham regarding delivery.

Lamp post Baskets

The GN22 inspections have been completed by Altitude Services and the invoice has been received. The smaller baskets which meet the LCC specifications have been ordered from Plantscape.

Chair .....

Date.....

The maintenance has been requested from CBC; however, this will not be agreed until the licence is granted by LCC for the baskets.

The application for the licence has been submitted to LCC.

Canal Basin Licence – response sent to CBC requesting clarification on which areas of the Polo are to be included. Specifically, the Barge Planter, the Flower beds and the Community Garden, and specifically excluding maintenance of the play area and the rest of the Polo facility.

The matter has now been passed to another member of Legal Services within CBC.

The Clerk will write to the Chief Executive for Chorley Borough Council advising that the extensive delays have resulted in a loss of funding and time of the Clerk in constantly chasing the matter.

Notice boards on Shaw Brow & Blackburn Road– CIL Funded

Both Notice Boards have been installed. Project Completed.

**Whittle Walks**

LCC advise that they are responsible for the maintenance of all PROW whether or not it is on private land. The requirement of the land owner is to provide access along the line of the footpath.

**9-22-FP 62 (Factory Lane to the Cricket ground) – CIL Funded**

Bedrock Landscapes have been asked to complete the works and also extend the footpath by approx. 12 feet onto the Cricket field. The Land Owner has refused permission to add hardcore to their land.

Clerk to advise the Contractor to go ahead with the footpath from Factory Lane to the Cricket Pitch only.

Cllr Yates has spoken to Cllr John Walker regarding the cutting of the hedge.

The member of public left the meeting at 8.55pm

**9-22-FP 44 (Lady Crosse Drive to Magill Close) – Neighbourhood Area Project**

The Parish Council would look to upgrade the footpath and ensure better accessibility for all.

The Clerk has entered this footpath as a priority for the Neighbourhood Area meeting (Eastern Parishes / Chorley North.

Chorley Borough Cllr Gordon France has advised that this is being dealt with as a developer issue.

The Clerk has requested more information on how the issue is being progressed.

Beech Tree on Town Lane – Cllr Briscoe has requested the assistance of Lancashire County Cllr Kim Snape in resolving the issue

**CIL Funded**

Defibrillator for the Royal Oak – prices received from NWAS. Agreed purchase of Lockable Cabinet, Physio Control Defib (with pads and batteries) and Rescue pack - £1610.00+vat

The Community Defib team at the Royal Oak have been asked to provide confirmation that ongoing power costs and maintenance of the Defib will be provided by them, and permission from the Tenant / Building Owner / Land Owner is also to be provided.

Chair .....

Date.....

Additional rescue packs will also be purchased for the 3 defibs at Hillside Crescent, Waterhouse Green and Town Lane.

Clerk to order the equipment on receipt of the required letters of permission.

Update from David Hull

1. Weeded the Triangle
2. Weeded the Rockery on Chorley Old Road
3. Cut the grass on Cow Well x2

## 7. Accounts

Outgoings for approval this meeting

\*22/05/02 The Internal audit has been completed by Eileen Whiteford on Monday 9<sup>th</sup> May 2022, and the AGAR has been signed off by her. The Clerk requests that the Chair signs the AGAR ready for submission to PKF Littlejohn.

The Parish Council agree that the AGAR form could be signed. Document signed by Chair McDonald ‘

	Ref	JV	Payee	Detail	Total
*22/05/03	dd	22/23-008	Easy Websites	Monthly payment	-£27.60
*22/05/04	bacs	22/23-009	Employee 1	May Salary	-£683.47
*22/05/05	bacs	22/23-010	Employee 2	May Salary	-£461.13
*22/05/06	dd	22/23-011	LLC Pension	Pension payment April	-£371.73
*22/05/07	bacs	22/23-012	War Memorial Committee	Precept for War Memorial Committee	-£2,000.00
*22/05/08	bacs	22/23-013	Altitude Services	GN22 Inspection to light columns	-£1,086.18
*22/05/09	bacs	22/23-014	Whitehill Direct	Notice boards for Blackburn Rd / Shaw Brow (CIL)	-£1,560.00
*22/05/10	bacs	22/23-015	Whitehill Direct	Bench for Chorley Old Road (CIL)	-£556.80
*22/05/11	bacs	22/23-016	Whitehill Direct	Signs for Playing Field (CIL)	-£383.70
*22/05/12	bacs	22/23-017	Jubilee Grant	Jubilee Close	-£50.00
*22/05/13	bacs	22/23-018	Jubilee Grant	The Village Hall	-£50.00
*22/05/14	bacs	22/23-019	Jubilee Grant	Paradise Close	-£50.00
*22/05/15	bacs	22/23-020	Jubilee Grant	Langdale Close	-£50.00
*22/05/16	bacs	22/23-021	David Hull	Installation of bench	-£120.00
*22/05/17	bacs	22/23-022	David Hull	Installation of sign (Nature trail)	-£30.00
*22/05/18	bacs	22/23-023	Chris Briscoe	Installation of Notice Boards - Shaw Brow / Blackburn Road	-£576.00
*22/05/19	card	22/23-024	Amazon	Jubilee bunting for the Roebuck Event	-£120.83

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

Precept received of £59070.00 from Chorley Borough Council. CIL funding of £5447.47 has not been received at time of issue.

Chair .....

Date.....

8. Any Other Business

Venue for next meeting – agreed as The Village Hall at 7.30pm

Cllr Fogarty There is a temporary sign on Moss Lane near Millennium Way. Please can we request that this is removed. The Clerk requested photographs of the sign so that further action can be taken.

Cllr Auwerx There is a lot of littering around the Co-op on Chorley Old Road. Chair McDonald advised that she would speak with the manager of the Co-op.

Cllr Wood Anti-social behaviour around the pitches on Buckshaw. The Clerk suggested that this should be reported to the Police.

Cllr Briscoe Advised that there was an accident recently on the A6 at the Moss Lane junction. Potentially due to the overgrown hedges at the corner properties of Moss Lane. Cllr Briscoe will provide an address to the Clerk in order for a report to be made to LCC

It was noted that during the Duck Race event at Waterhouse Green, Children were running about unsupervised and trampling over the triangle which had just been planted and dug over.

There is a smell on the Roebuck Carpark which seems to come from an uncovered drain. This needs to be reported to United Utilities. Cllr P Higham advised he can provide a photograph.

There is no bus timetable at the bus stop on Blackburn Road.

The repainting of the ‘no parking’ outside St Chad’s school has been poorly done. This has been reported to LCC and the line painting will be redone.

9. Confidential Items

Removed

The meeting closed at 9.03pm. The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 13<sup>th</sup> June.

Chair .....

Date.....



## Payments &amp; Receipts

Whittle-le-Woods Parish Council								
Accounts for 2022 / 23								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/05/2022		Payment	dd	Y	22/23-008	Easy Websites	Monthly payment	-£ 27.60
28/05/2022		Payment	bacs	Y	22/23-009	Employee 1	May Salary	-£ 683.47
28/05/2022		Payment	bacs	Y	22/23-010	Employee 2	May Salary	-£ 461.13
17/05/2022		Payment	dd	Y	22/23-011	LLC Pension	Pension payment May	-£ 371.73
09/05/2022		Payment	bacs		22/23-012	War Memorial Committee	Precept for War Memorial Committee	-£ 2,000.00
09/05/2022		Payment	bacs		22/23-013	Altitude Services	GN22 Inspection to light columns	-£ 1,086.18
09/05/2022		Payment	bacs		22/23-014	Whitehill Direct	Notice boards for Blackburn Rd / Shaw Brow (CIL)	-£ 1,560.00
09/05/2022		Payment	bacs		22/23-015	Whitehill Direct	Bench for Chorley Old Road (CIL)	-£ 556.80
09/05/2022		Payment	bacs		22/23-016	Whitehill Direct	Signs for Playing Field (CIL)	-£ 383.70
09/05/2022		Payment	bacs		22/23-017	Jubilee Grant	Jubilee Close	-£ 50.00
09/05/2022		Payment	bacs		22/23-018	Jubilee Grant	The Village Hall	-£ 50.00
09/05/2022		Payment	bacs		22/23-019	Jubilee Grant	Paradise Close	-£ 50.00
09/05/2022		Payment	bacs		22/23-020	Jubilee Grant	Langdale Close	-£ 50.00
09/05/2022		Payment	bacs		22/23-021	David Hull	Installation of bench	-£ 120.00
09/05/2022		Payment	bacs		22/23-022	David Hull	Installation of sign (Nature trail)	-£ 30.00
09/05/2022		Payment	bacs		22/23-023	Chris Briscoe	Installation of Notice Boards - Shaw Brow / Blackburn Road	-£ 576.00
09/05/2022		Receipt	bacs			Axa Insurance	Payment for floor repair at Village Hall	£ 1,900.00
11/05/2022		Payment	bacs		22/23-024	Amazon	Jubilee bunting for the Roebuck Event	-£ 120.83
<b>May Totals</b>								<b>-£6,156.61</b>

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	Totals	Spend against Budget
Admin Payment	£8,670.00	-£23.00	-£23.00											-£46.00	£8,624.00
Admin Receipt		£59,070.00	£0.00											£59,070.00	£59,070.00
Staffing Payment	£24,000.00	-£2,715.88	-£1,516.33											-£4,232.21	£19,767.79
War Mem Payment	£2,000.00	£0.00	-£2,000.00											-£2,000.00	£3,040.00
Loan Payment	£5,040.00	£0.00	£0.00											£0.00	£18,250.00
Maint Payment	£18,250.00	£0.00	-£935.15											-£935.15	£17,314.85
Grants Payment	£1,000.00	-£500.00	-£200.00											-£700.00	£300.00
Project/Misc. Payment	£13,100.00	£0.00	£0.00											£0.00	£13,100.00
Flooding Payment	£2,500.00	-£145.25	£0.00											-£145.25	£2,354.75
Christmas Payment	£3,500.00	£0.00	£0.00											£0.00	£3,500.00
Interest Receipt		£1.95	£0.00											£1.95	£1.95
VAT Payment	£0.00	-£523.65	-£602.38											-£1,126.03	-£1,126.03
VAT Receipt														£0.00	£0.00
<b>Total Receipt</b>		£59,071.95	£5,447.47	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£59,071.95	£59,071.95
<b>Total Payments</b>	<b>£78,060.00</b>	<b>-£3,907.78</b>	<b>-£5,276.86</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£9,039.39</b>	<b>£79,270.61</b>
CIL Payment		-£2,450.00	-£2,779.75											-£5,229.75	-£5,229.75
CIL Receipt (Bal C/O)	£173,383.95		£5,447.47											£178,831.42	£168,154.20
Categories	22/23 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	against Budget
<b>Summary of bank accounts</b>				<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>
41346412 - Balance at end of prev month				£1,221.30	£1,008.12										
41346412 - Balance at end of prev month				£223,576.98	£218,578.93										
Total bank account balance				<b>£224,798.28</b>	<b>£219,587.05</b>										
Precept / CIL Amount to deposit account															
CIL Payments				-£2,450.00	-£2,779.75	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Payments this month				-£3,907.78	-£5,276.86	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Receipts this month				£59,071.95	£5,447.47	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Unpresented Payments				£1,144.60											
Unpresented Receipts				-£59,070.00											
<b>Balance at month end</b>				<b>£219,587.05</b>	<b>£216,977.91</b>										

Chair .....

Date.....