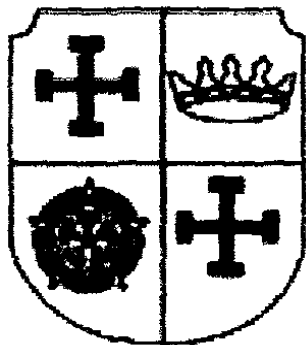


WHITTLE-LE-WOODS PARISH COUNCIL



Ms Lisa Burton
Clerk to the Parish Council
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5th September 2022

Notice of Meeting

Dear Councillor, you are hereby summoned to attend a meeting of Whittle-le-Woods Parish Council which will be held at Whittle-le-Woods Village Hall, on Monday 12th September 2022, at 7.30pm.

Yours sincerely, Lisa Burton, 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) Planning matters (already reviewed)
- 5) Matters Arising
- 6) Clerk's update
- 7) Accounts
- 8) Any other business
- 9) Confidential items

Visitors or Comments / Issues.

Please contact the Clerk on clerk@whittlelewoodsparishcouncil.org.uk, or 01772 304841 / 07970 881820 for information on observing the meetings or making a comment or raising an issue

Whittle-le-Woods Parish Council Meeting Monday 12th September 2022

Apologies: Councillors Bell and Wood.

1. Minutes

2. Changes in Declarations of Interest

3. Defibrillator checks

4. Planning Matters

New

125 Preston Road Whittle-Le-Woods Chorley PR6 7PJ

Out building providing 2 No Kennels and storage room adjacent to front boundary of the property (retrospective)

Ref. No: 22/00935/FULHH | Received: Tue 30 Aug 2022 | Validated: Tue 30 Aug 2022 | Status: Awaiting decision

This building is completely out of character for the area. It is built beyond any possible building line and built adjacent to the boundary of a major trunk road.

Due to its position on the site the building may also cause a noise nuisance. The application should be refused.

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

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

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

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: Awaiting decision

More information requested from Planning Officer – no details on line

2 Gorse Close Whittle-Le-Woods Chorley PR6 8LE

Single storey extension to side elevation (following demolition of existing conservatory), pitched roof over existing flat roof to garage, additional dormer to front elevation and pitched roof over existing front and rear dormers, extension of existing dropped kerb to facilitate off road parking and elevational alterations including render.

Reference 22/00846/FULHH | Alternative Reference PP-11443464

Application Validated Wed 03 Aug 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.

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

Application for work 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: Awaiting decision

Passed to Tree Warden

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

Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1995: Ash - Prune three limbs back by up to 4 metres. Open for comment icon

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

Passed to Tree Warden

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

Single storey porch to front of property

Reference 22/00796/FULHH | Alternative Reference PP-11417937

Application Validated Mon 08 Aug 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

2 Springs Terrace Dark Lane Whittle-Le-Woods Chorley PR6 8AF

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

Ref. No: 22/00743/FULHH | Received: Tue 05 Jul 2022 | Validated: Tue 05 Jul 2022 | Status: Granted

209 Town Lane Whittle-Le-Woods Chorley PR6 8AG

Erection of outbuilding

Ref. No: 22/00686/FULHH | Received: Thu 16 Jun 2022 | Validated: Thu 16 Jun 2022 | Status: Granted

94 Blackburn Road Whittle-Le-Woods Chorley PR6 8LG

Dormer to front roof plane and balcony to rear

Ref. No: 22/00677/FULHH | Received: Wed 15 Jun 2022 | Validated: Wed 15 Jun 2022 | Status: Granted

Land Adjacent Dolphin Rise Millstone Close Whittle-Le-Woods

Erection of 2no. detached dwellings

Ref. No: 22/00572/FUL | Received: Mon 23 May 2022 | Validated: Wed 08 Jun 2022 | Status: Granted

Other

Leyland Leisure Sales Trailer Centre 314 - 316 Preston Road Whittle-Le-Woods Chorley PR6 7HZ
Minor non material amendment to 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 building by approximately 0.7m

Ref. No: 22/00757/MNMA | Received: Mon 11 Jul 2022 | Validated: Mon 11 Jul 2022 | Status: Withdrawn

Vodafone Telecommunication Mast Site 55798 Preston Road Whittle-Le-Woods
Prior approval application under Part 16, Class A of The Town and Country Planning (General Permitted Development) (England) Order 2015 for the replacement of an existing 17.5m monopole with a new 20m monopole, the replacement of 2no. equipment cabinets, along with minor ancillary works

Ref. No: 22/00666/TEL | Received: Tue 14 Jun 2022 | Validated: Tue 14 Jun 2022 | Status: Other decision

5. Matters Arising

Lancashire Fire and Rescue Consultation – closing date 14/10/2022

LANPAC Membership (£60) – information attached

Chair McDonald - The Canal Steering Group met on 30/08/22 and agreed to ask the Parish Council if 3 benches could be installed along the Nature Trail area.

The first being at the Co-op end of the canal before you go under the bridge so that people can sit and look down the length of the canal.

The second as you go under the bridge to the right before you hit the end of the Co-op building.

The third a picnic bench at the other end of the canal tunnel.

A bin like the other ones in the village to be placed near the first bench to encourage the residents of the village to respect and use it.

We will undoubtedly have to have permission but as the Parish Council are installing the other bench along by the community garden so why not just do these, the first bench is the only one on LCC land.

The Canal Steering Group hope the Parish Council will allow these as they really want to make a difference. Chair McDonald suggested that the Parish Council could do this in the short term while the Steering Group look at some of the further options available to enhance the canal and funding opportunities.

From the Canal Steering Group: Regarding funding of £1327.83 from CBC. *'CBC have advised the me that they would be happy for the Parish Council to commission Treexpert to do work to the trees on the north bank that are overshadowing the adjacent properties. By my calculation that gives you £1,106 plus VAT (at 20%) as a budget. If the PC agree the extent of works, commission and pay for this, then submit a claim to Lindsey, she will pay it in the form of grant to the PC. It may be useful for you to involve Charles Jackson who attended the LWT meeting in July as he has spoken to the owners of 146 Chorley Old Rd, the house most affected by the trees.'*

Whittle-le-Woods & Clayton Brook Community Church grant request for Community Christmas Outreach event (grant application form attached)

CIL Grant request from Whittle-le-Woods playing Field Trust

6. Clerks Update

The external financial audit has been completed and the invoice received from PKF Littlejohn Closure details have been published

Plans for the youth event on the 03/09/2022 are underway. All arranged with Odin events and CBC (for licensing)

Request made to CBC to reinstall the Dog Order sign at the Playing Fields. CBC advise that a Dog Control Order must be applied for by the Parish Council (or Whittle-le-Woods Playing Field Trust) in order to bring it into effect. Awaiting further information from CBC.

Scribe accounts package has been populated with the 22/23 payments & receipts

The Whittle-Le-Woods tidy up day went ahead on the 13/08/2022

The Canal basin clean-up day went ahead on the 20/08/2022

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.

Issue with the top of Church Hill reported to Jigsaw Housing

Enquiries into the 'Slow Children Playing Sign' made with LCC

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

Meeting with CBC regarding the raised beds at the Community Garden planned for 06/09/2022

The Clerk has been advised that the lamp post baskets will be removed on 25/09/2022

The Clerk has also been advised that the lap post baskets on Old Worden Avenue have not been watered by CBC – this issue has been raised with them.

Response received from Gary Hall, CBC. Copy sent to Parish Council. Letter proposes that a lease will be provided to allow the continued use of the Community Garden.

The bench requested for the Canal Basin footpath has a budget of £500. The bench will cost £464, and there will be an additional cost for installation and materials (flags and cement etc) The Clerk requests additional funding for the bench.

The Clerk has been advised by CBC that there is a sum of £1327.83 set aside for path enhancement and tree pruning. The deadline for using the funding is 13/02/2023. The Clerk has advised CBC that the Parish Council will administer the funding.

David Hull has looked at the Trees that are leaning on Hillside Crescent. It seems they have been leaning for some time. He will look at repairing/supporting the trees to improve them.

7. Accounts

Outgoings for approval this meeting

Ref	JV	Payee	Detail	Total
dd	22/23-061	Easy Websites	Monthly payment	-£27.60
bacs	22/23-062	Employee 1	September Salary	-£713.28
bacs	22/23-063	Employee 2	September Salary	-£461.13
bacs	22/23-064	Employee 1	Expenses July - Sept 22	-£257.38
bacs	22/23-065	David Hull	Repairs to Stiles	-£180.00
dd	22/23-066	LLC Pension	Pension payment September	-£371.73
bacs	22/23-067	BHIB Insurance	Insurance Renewal	-£2,672.61
bacs	22/23-068	PKF Littlejohn	External Audit Completion	-£480.00
bacs	22/23-069	Bill Taylor	Toolstation - Canal Cleanup	-£16.38
bacs	22/23-070	Playing Fields Trust	CIL Request for Height Barrier	£0.00
bacs	22/23-071	Whittle-le-Woods & Clayton Brook Community Church	Community Christmas Outreach event	£0.00

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

8. Any Other Business

Venue for next meeting

Chris Walmsley (CBC) Streetscene Strategy attending October meeting

9. Confidential Items

REMOVED

Payments & Receipts

Whittle-le-Woods Parish Council								
Accounts for 2022 / 23								
Date	Minute ref	Receipt / Payment	Ref	R	JV	Payee	Detail	Total
01/09/2022		Payment	dd		22/23-061	Easy Websites	Monthly payment	-£ 27.60
28/09/2022		Payment	bacs		22/23-062	Employee 1	September Salary	-£ 713.28
28/09/2022		Payment	bacs		22/23-063	Employee 2	September Salary	-£ 461.13
12/09/2022		Payment	bacs		22/23-064	Employee 1	Expenses July - Sept 22	-£ 257.38
12/09/2022		Payment	bacs		22/23-065	David Hull	Repairs to Stiles	-£ 180.00
17/09/2022		Payment	dd		22/23-066	LLC Pension	Pension payment September	-£ 371.73
01/10/2022		Payment	bacs		22/23-067	BHIB Insurance	Insurance Renewal	-£ 2,672.61
12/09/2022		Payment	bacs		22/23-068	PKF Littlejohn	External Audit Completion	-£ 480.00
12/09/2022		Payment	bacs		22/23-069	Bill Taylor	Toolstation - Canal Cleanup	-£ 16.38
12/09/2022		Payment	bacs		22/23-070	Playing Fields Trust	CIL Request for Height Barrier	£ -
12/09/2022		Payment	bacs		22/23-071	Whittle-le-Woods & Clayton Bro	Community Christmas Outreach event	£ -
05/09/2022		Receipt	bacs		NL1221-05	Lisa Roase	Newsletter advert	£ 25.00
September Totals								-£ 5,155.11

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	-£3,340.70							-£4,429.61	£4,240.39
Admin Receipt		£0.00	£1,900.00	£165.00	£0.00	£40.00	£25.00							£2,130.00	£2,130.00
Staffing Payment	£24,000.00	-£2,715.88	-£1,516.33	-£1,516.33	-£2,651.10	-£1,546.14	-£1,546.14							-£11,491.92	£12,508.08
War Mem Payment	£2,000.00	£0.00	-£2,000.00	£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							-£2,519.98	£2,520.02
Maint Payment	£18,250.00	£0.00	-£935.15	-£924.00	£0.00	£0.00	-£180.00							-£2,039.15	£16,210.85
Grants Payment	£1,000.00	£0.00	-£200.00	£0.00	£0.00	£0.00	£0.00							-£200.00	£800.00
Project/Misc. Payment	£13,100.00	-£500.00	-£320.83	-£1,969.17	-£2,674.00	-£1,820.00	-£13.65							-£7,297.65	£5,802.35
Flooding Payment	£2,500.00	-£145.25	£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	£3,500.00
Interest Receipt		£15.34	£24.17	£22.36	£21.05	£23.44	£0.00							£106.36	£106.36
VAT Payment	£0.00	-£523.65	-£602.38	-£586.29	-£855.40	-£326.60	-£99.62							-£2,993.94	-£2,993.94
VAT Receipt		£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	£25.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,236.36	£2,236.36
Total Payments	£78,060.00	-£3,907.78	-£5,597.69	-£5,769.00	-£8,887.18	-£3,775.74	-£5,180.11	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£32,972.25	£45,087.75
CIL Payment		-£2,450.00	-£2,779.75	-£629.57										-£5,859.32	-£5,859.32
CIL Receipt (Bal C/O)	£173,383.95		£5,447.47											£178,831.42	£167,524.63
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						
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						
Total bank account balance				£224,800.23	£277,527.79	£274,721.99	£270,310.78	£260,698.56	£258,032.35	£0.00	£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	£0.00	£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	-£5,180.11	£0.00	£0.00	£0.00	£0.00	£0.00	
Receipts this month				£15.34	£7,371.64	£187.36	£21.05	£63.44	£25.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Unpresented Payments					-£1,800.00	£1,774.17									
Unpresented Receipts				£59,070.00											
Balance at month end				£277,527.79	£274,721.99	£270,284.95	£261,444.65	£256,986.26	£252,877.24	£0.00	£0.00	£0.00	£0.00	£0.00	