

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 9 September 2024

Present      Chair McDonald, Vice Chair Higham; Parish Councillors Auwerx, Briscoe, Evans, P Higham, Moss, Yates and the Locum Clerk

Apologies    Councillor Newall, Councillor Bell, Councillor Fogarty and the Clerk.

Visitors      A member of the public and Russ Green.

The meeting opened at 7.30pm.

Co-opt        Following the advertising of a Cllr Vacancy, an application was received in writing from Russ Green, who attended the meeting. His appointment was proposed by Cllr Moss and seconded by the Chair, Cllr McDonald. Clerk to forward a Declaration of Office and a Register of Interests. Cllr Green was warmly welcomed on to the Parish Council.

The meeting was suspended at 7.35pm to allow for public discussion of two matters:

Town Lane Application

Planning Permission has not been granted, nor has an application for Planning Permission been made by the current occupants of the site. The Application was originally listed to be heard by the Planning Committee on 09.07.2024 but had been removed from the list at the last minute as information from LCC as Highways Authority had not been received. The Parish Council has submitted a lengthy and detailed objection and will ensure attendance at the Planning Committee Meeting.

Following recent works over the August bank holiday weekend at the site, a Stop Notice was issued. Chorley BC have been advised that nothing was removed from the site during the works.

Additionally, Chorley BC have request that the Applicants prepare a two-stage professional environmental survey (survey and sampling) to ascertain what is in the ground at the site.

The meeting was advised that Cllr Clifford had a full record of all that has gone on at the site. Cllr Green also stressed that if local residents see/hear anything of concern at the site, then it should be reported directly to Chorley BC to be considered as part of the planning process.

Condition of Roads and Verges

Concerns were raised about the state of the roads within the Parish and more widely, and also with the overgrown vegetation encroaching on the pavements. The concerns were shared by the meeting. Reports relating to the condition of the roads should be made direct to LCC.

The Clerk advised the Chorley Street Scene had undertaken some work to the vegetation on Moss Lane recently. Cllr Green advised that mix of wet and warm weather had meant rapid vegetation growth but the backlog was being worked through.

Chair .....

Date.....

The meeting re-opened at 7.45pm.

1. Minutes

The minutes of the meeting on 12.08.2024 circulated and approved.

2. Changes in Declarations of Interest

Cllr Yates declared an interest in the Whittle Playing Field Trust as Trustee.

3. Defibrillator checks

Shaw Brow/Waterhouse Green – checked and OK but battery pack getting low.

Hillside Cres – checked and OK.

St Chads – checked and OK.

Town Lane – checked and OK but batter pack getting low.

The Clerk had made enquiries with NWS. Both the Zoll and the LPCR2 are supported by the NWS but the LPCR2 replacement batteries and PADS are cheaper. Clerk to purchase two LPCR2 Defibs.

4. Planning

New

Proposal: Single storey rear extension and canopy over front door (following demolition of existing conservatory).

Location: 24 St Helens Road Whittle-le-woods Chorley PR6 7NQ

Reference: 24/00692/FULHH

**Responded: The Parish Council wishes to ensure that due consideration is provided to the neighbours of the property, that all materials used are in accordance with the established dwelling and area, and that property boundaries are not encroached upon in any way.**

Proposal: Part single/part two storey side and rear extensions, two storey porch extension and internal alterations.

Location: Royle Shaw Hill Whittle-le-woods Chorley PR6 7PP

Reference: 24/00696/FULHH

**Responded: The Parish Council wishes to ensure that due consideration is provided to the neighbours of the property, that all materials used are in accordance with the established dwelling and area, and that property boundaries are not encroached upon in any way.**

Application no: 24/00664/TPO

Chair .....

Date.....

Proposal: Application for work to a protected tree - Chorley BC TPO 9 (Whittle-le-Woods) 1987: T1 Oak- fell.

Location: 115 Preston Road, Whittle-le-woods, Chorley, PR6 7PJ

**Determination Deadline: 07.11.2024. Referred to Tree Warden.**

Application no: 24/00688/TPO

Proposal: Application for work to a protected tree - Chorley BC TPO 1 (Whittle-Le-Woods) 2014: T1 Oak - Remove lowest limb; and prune lower crown away from garden buy up to 1 metre.

Location: 8 Lucas Way, Whittle Le Woods, Chorley, Lancashire, PR6 7YQ

**Determination Deadline: 14.10.2024. Referred to Tree Warden.**

Application no: 24/00690/TPO

Proposal: Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1996: T1 Oak - Lateral reduction of up to 1 metre to branches growing towards 16 Dunham Drive; and reduction to boundary fence of lowest branch growing over garden.

Location: 16 Dunham Drive, Whittle-le-woods, Chorley, PR6 7DN

**Determination Deadline: 14.10.2024. Referred to Tree Warden.**

Application no: 24/00691/TPO

Proposal: Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1996: T1 Oak - Lateral reduction of up to 1 metre to branches growing towards 18 Dunham Drive.

Location: 18 Dunham Drive, Whittle-le-woods, Chorley, PR6 7DN

**Determination Deadline: 14.10.2024. Referred to Tree Warden.**

Application no: 24/00720/FULHH

Proposal: Single storey front extension

Location: 39 Poole Avenue, Buckshaw Village, Chorley, PR7 7FP

**Response due: 19.09.2024. The Parish Council wishes to ensure that due consideration is provided to the neighbours of the property, that all materials used are in accordance with the established dwelling and area, and that property boundaries are not encroached upon in any way.**

Application no: 24/00714/FULHH

Chair .....

Date.....

Proposal: Single storey front and single storey side/rear extension and raising of roof height

Location: Aldrans, Copthurst Lane, Whittle-le-woods, Chorley, PR6 8LR

**Response due: 17.09.2024. The Parish Council wishes to ensure that due consideration is provided to the neighbours of the property, that all materials used are in accordance with the established dwelling and area, and that property boundaries are not encroached upon in any way.**

Application no: 24/00719/FULHH

Proposal: 2 storey side extension, single storey wrap-around extension, front dormer and external chimney stack.

Location: 34 Blackburn Road, Whittle-le-woods, Chorley, PR6 8LH

**Response due: 20.09.2024. The Parish Council wishes to ensure that due consideration is provided to the neighbours of the property, that all materials used are in accordance with the established dwelling and area, and that property boundaries are not encroached upon in any way.**

Granted/Decided

Application no: 24/00447/TPO

Decided: Mon 12/08/2024

Decision: Consent for Tree Works

Proposal: Application for works to protected trees - Chorley BC TPO 1 (Whittle-le-Woods) 1982: Lateral reduction of up to 1.5 metres to branches growing towards 12 Spinney Close from 2no. Sycamores

Location: 12 Spinney Close, Whittle-le-woods, Chorley, PR6 7PW

Application no: 24/00496/TPO

Decided: Wed 14/08/2024

Decision: Consent for Tree Works

Proposal: Application for works to protected trees - Chorley BC TPO 7 (Whittle-le-Woods) 1995: T28 Oak - Lateral reduction of branches growing towards house by a maximum of 2 metres; and T29 Oak - Lateral reduction of branches growing towards house by a maximum of 1.5 metres

Location: 12 Harvest Drive, Whittle-le-Woods, Chorley, PR6 7QL

Application no: 24/00043/FUL

Decided: Thu 15/08/2024

Decision: Permit Full Planning Permission

Chair .....

Date.....

Proposal: Installation of 10no. external air conditioning units with associated cabling and the erection of a boundary fence (part retrospective)

Location: Crosses Farm, Shaw Brow, Whittle-Le-Woods, Chorley, PR6 7HG

Application no: 24/00523/TPO

Decided: Tue 27/08/2024

Decision: Consent for Tree Works

Proposal: Application for works to protected trees - Chorley BC TPO 1 (Whittle-le-Woods) 1982: T1 Yew - Crown thin by 15%; T2 and T3 - Remove epicormic up to 4 metres; and Oak in southern corner of garden - crown raise to 4 metres

Location: 8 Spinney Close, Whittle-le-Woods, Chorley, PR6 7PW

Application no: 24/00525/TPO

Decided: Tue 27/08/2024

Decision: Consent for Tree Works

Proposal: Application for works to protected trees - Chorley BC TPO 9 (Chorley) 1995: T1 and T2 Oaks - Crown raise to 4 metres to clear gardens of properties on Spinney Close Location: Shaw Hill Hotel And Country Club, Preston Road, Whittle-le-Woods, Chorley, PR6 7PP

Other

Not Applicable

5. Matters Arising

Update on SpID - posts on A6 have been installed. Cllr Evans reported that there had been a catastrophic failure on the hardware for the SpID which was being remedied. An update from Stocksigns should be received shortly.

Town Lane – as above.

6. Clerks Update

Village Clock – Water House Green – Initial items to assist with the siting of the clock column to be delivered w/c 09.09.2024

Whittle Playing Field Trust – A Freedom of Information is requested regarding access to the field. The Trustees will respond when received.

Chair .....

Date.....

Audit 2023/2024 – Period of inspection in Notice of Public Rights has expired without enquiry. Locum Clerk is dealing with enquiries raised by external auditor with completion anticipated in September 2024.

Defibs – as noted above.

Grant Opportunities – nil.

Grant Requests - Christmas Adventure at St John's Church. Grant Application circulated via email in advance of the meeting. It was agreed that, in line with last year, a grant of £500 would be made for this event. Locum Clerk to make payment.

Letters/Emails – Flood Group – a request had been made for funds for labour, maintenance, repair and equipment etc. Evidence has been received in support of the request, which has been circulated via email in advance of the meeting. The requested payment was agreed. The Clerk would make payment on the proviso of a quarterly update from the Flood Group going forwards.

Community Youth Event – This was a very successful event assisted by a fantastic contribution by Whittle Le Woods Scouts. Cllr Yates proposed a £20 contribution to the Whittle Le Woods Scout Group for utilities used in supporting the event. This was seconded by the Chair. Clerk to make payment.

Newsletter - Greenman Marketing had put a costs and delivery proposal for a Christmas newsletter. This was considered and agreed by the Councillors. Clerk to instruct Greenman and to get details of article numbers and sizes to recruit contributors. Cllrs Higham to approach users of the Parish Hall to ascertain if they wished to advertise in the newsletter.

David Hull – work completed under maintenance contract for August weeded triangle, cut the grass on Cow Well Lane x 2, trimmed grass, cut the face of the hedge, litter picked and cleaned up Brewery Fields footpath, cut back round the notice board on Preston Road.

Insurance – up for renewal. Clerk to review terms and consider proposals from other providers.

Canal Lease – documentation received and reviewed. Clerk to progress.

Moss Lane – Chorley BC contacted re vegetation and hedge overgrowth on 13.08.2024. A response has not been received and has been chased by the Locum Clerk. Cllrs advised that some work had been done at the location.

A674 concealed entrance – Locum Clerk reported to LCC. LCC advised that a stage one letter was sent to the land owner on 29 July who advised that the track has been constructed to allow access to large delivery vehicles and will not be used once all deliveries have been made. This is to be monitored by LCC.

A674 Millenium Way sign – LCC confirmed the sign was removed for resurfacing works and it is to be reinstated as soon as possible.

Buckshaw notice board – the key would not turn in the lock. Cllr Briscoe to attend to repair. To consider replacement of top opening noticeboards as a long-term Parish project.

Chair .....

Date.....

ID Verde – planters and hanging baskets to be removed 29.09.2024.

Redrow path – Cllr Snape contacted on 14.08.2024 and information awaited in order for a letter to be drafted.

Lancashire Parish and Town Council Conference - 02.11.2024 County Hall, Preston plus LALC AGM in pm. No Cllrs able to attend.

## 7. Accounts

Outgoings for approval this meeting

Description	Supplier	Total
Employee 1 Salary	Employee 1	£1048.33
Employee 1 Pension Payment	Local Pension Partnership	£508.95
Employee 2 Salary	Employee 2	£555.23
Maintenance Contract	David Hull 2/4	£1015.00
Locum Clerk Salary August (minus pension contrib. tbc)		£1500.00
Website Hosting	Easy Websites	£79.20
Invoice 2151	Cllr Chris Briscoe	£1501.47
Invoice 2152	Cllr Chris Briscoe	£875.00
Invoice 2153	Cllr Chris Briscoe	£239.00
B and Q	Cllr Chris Briscoe	£16.00
COSTCO	Cllr Chris Briscoe	£11.98
Signage	Apex Graphics 10684	£188.40
Signage	Apex Graphics 10692	£144.00

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

Income received

Description	Supplier	Total
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Chair .....

Date.....

Interest on SLA PCC BHI	Bank	£237.16
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Bank Balance as at 08.09.2024

Current account - £1194.00

Deposit account - £194,503.46

Total - £195,697.46

## 8. Councillor Reports

Cllr Auwerx – Locum Clerk to apply for 3 plum trees via the Lancashire Community Orchard Grant following completion of research by Cllr Auwerx.

Cllr Bell – Absent

Cllr Briscoe

Three community benches in situ at Springs Crescent, Preston Road and Cross Keys Drive.  
To consider an additional bench on the long sweep down Fox Glove Drive.

Warning signs have been produced and installed at Waterhouse Green.

Signage in situ on the Zig Zag path, Smithy Fields and Brewery Fields. No further signs required at the moment.

Cllr Evans

Neighbourhood Priorities

Redundant Lancaster Canal path – documents received and Locum Clerk to progress over coming months.

Installation of Kissing Gates Chorley Old Road to Preston Road (Smithy Fields) and Carwood Lane. Discussions have taken place with David Goode of LCC PROW Team. An alternative suggestion of off-set barriers to be costed.

Redrow Path – further information awaited from Cllr Snape following email from Locum Clerk on 14.08.2024 acknowledged on 05.09.2024.

CCTV – the Polo/Co-op. To progress.

Cllr Fogarty - Absent

Cllr P Higham – Reported a major power cut lasting 11.5 hours and recent thefts within the Parish.

Cllr B Higham – As above

Chair .....

Date.....



Cllr McDonald – A photograph of the gap on in the bridge at The Polo has been taken and would be reported. The Chair also raised the suggestion of hiring an antique Ferris Wheel for the tree lighting from Odin. Clerk to make enquiries to be discussed at the next meeting

Cllr Moss – none

Cllr Newall – Absent

Cllr Yates – Cadent signage stating that the bus stop at Cow Well Lane was closed remained and would be removed. Contact to be made by Locum Clerk for the handrail at Brewery Fields to be repaired and painted.

9. Confidential Items  
Removed

Meeting ended at 8.45pm

The next Parish Council Meeting will be held at Whittle-le-Woods Village Hall at 7.30pm on Monday 14 October 2024.

Chair .....

Date.....

## Whittle-le-Woods Parish Council

Addendum to Minutes 09.09.2024

Payments 13.08.2024 to 09.09.2024

Receipts year to date

## Payments

14.08.2024	£3,000.00	Locum - Katherine Milnes Salary
14.08.2024	£2,701.17	Book Swap Repairs
14.08.2024	£50.00	Bench
16.08.2024	£1,048.33	Employee 1 Salary
16.08.2024	£1,020.00	Youth Event
16.08.2024	£555.23	Employee 2 Salary
19.08.2024	£508.95	Pension Payments
02.09.2024	£79.20	Monthly Website Subscription

Receipts year to date

30.04.2024	£234.55	Interest
03.05.2024	£61,860.00	Precept
03.05.2024	£2,014.23	Community Infrastructure Levy (CIL)
31.05.2024	£284.04	Interest
20.06.2024	£800.00	Public Right of Way and Biodiversity Grant from LCC
28.06.2024	£253.83	Interest
31.07.2024	£279.38	Interest
30.08.2024	£237.16	Interest

Chair .....

Date.....