

The monthly meeting was held at Whittle-le-Woods Village Hall, on Monday 10.02.2025

Present Chair McDonald, Vice Chair Higham; Parish Councillors, Auwerx, P Higham, Evans, Fogarty, Green, Briscoe, Yates, Locum Clerk

Apologies Councillor Moss and Newall and the Clerk

Visitors Rev Venables

The meeting opened at 7.25pm and immediately closed for Rev Venables to consult with the Councillors regarding plans to improve the heating, kitchen and toilet facilities and the flexibility of available space within Whittle St Johns Church. The Parish Council welcomed the proposals. The Clerk would write to confirm that consultation had taken place.

The meeting re-opened at 7.45pm absent Rev Venables.

1. Minutes

The minutes of the EPCM meeting on 27.01.2025 were circulated and approved for publication.

2. Changes in Declarations of Interest

CLlr Briscoe declared an interest in that an invoice has been submitted by him for works to relocate the Maypole to The Polo.

3. Defibrillator checks

Shaw Brow/Waterhouse Green – Off line
Hillside Cres – Off line due to third party damage
St Chads – Checked and OK
Town Lane – Off line

Replacement Defib Update – Defibs received and to be installed. Clerk to report to The Circuit once complete.

4. Planning Matters

New

25/00029/FULHH

Proposal: Single storey side extension to form new garage, conversion of existing attached garage to habitable accommodation, installation of 6no. rooflights, reconfiguration of windows, rendering and cladding of property and new driveway to property frontage

Location: Stickledown Parkside Drive Whittle-le-woods Chorley PR6 7PL

No comment

Proposal: Section 73 application to vary condition no. 3 (approved plans) of planning permission ref: 24/00254/FUL (Application for technical details consent for the erection of 1no. dwelling pursuant to permission in principle ref: 23/00811/PIP) to amend the design and position of the dwelling

Location: Land On The South Side Of Town Lane Whittle-le-woods Chorley

Reference: 25/00042/FUL

Response: 14.02.2025

Object

Proposal: Roof extension, raising of ridge and installation of 5no. rooflights in order to facilitate provision of second floor living accommodation

Location: The Tree Topps 7 Cow Well Lane Whittle-le-woods Chorley PR6 7HS

Reference: 25/00050/FULHH

Object

Proposal: Single storey rear extension, rear dormer and roof extensions in order to facilitate provision of first floor living accommodation

Location: 97 Town Lane Whittle-le-woods Chorley PR6 7DH

Reference: 25/00084/FULHH

Neutral – Neighbours and materials

Proposal: Erection of new boundary fence and gate to front of property (retrospective)

Location: 80 Blackburn Road Whittle-le-woods Chorley PR6 8LH

Reference: 24/01115/FULHH

Neutral – Neighbours to be consulted

Proposal: Roof alterations involving the raising of the ridge and eaves height incorporating front and rear roof dormers, roof lights and the installation of a chimney and Juliet balconies to the side (south) and front (west) elevations in order to facilitate the provision of first floor living accommodation along with associated window, door and elevational alterations, the installation of a front elevation roof canopy, demolition of the existing single storey outrigger to the side (south) elevation and creation of new vehicular access driveway from Copthurst Lane

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

Reference: 25/00089/FULHH

Neutral – Neighbours and materials

Application no: 25/00100/DIS

Proposal: Application to discharge conditions 6 (Dwelling Emission Rate details), 16 (Construction Management Plan), 21 (geoenvironmental report), 22 (geotechnical investigation) and 23 (infilling and development platform method statement) attached to planning permission 21/00751/OUTMAJ (Section 73 application to vary condition nos. 7, 8, 9, and 10 (code for sustainable homes) attached to planning permission 12/01134/OUTMAJ (Outline application for means of access for up to 85 new dwellings. All other matters reserved.))

Location: Land At Hill Top Lane, Hill Top Lane, Whittle-le-woods

Object

Application no: 25/00102/DIS

Proposal: Application to discharge conditions 14 (materials) and 18 (surface water drainage scheme) of planning permission ref: 24/00242/FUL (Erection of 6no. dwellings following demolition of outbuildings)

Location: Rotherham Top Farmhouse, Preston Road, Whittle-le-woods, Chorley, PR6 7PG

No comment

Application no: 25/00094/FULHH

Proposal: First floor side extension above existing garage following conversion of existing double garage to habitable accommodation, 2no. first floor rear extensions

Location: 100 Preston Road, Whittle-le-woods, Chorley, PR6 7HE

Neutral – neighbours and materials

Granted/Decided

Application no: 24/00956/FULHH

Decided: 06.01.2025

Decision: Permit Full Planning Permission

Proposal: Front porch/canopy roof and single storey rear extension (following demolition of existing conservatory)

Location: Langdale 109A Preston Road Whittle-le-woods Chorley PR6 7PJ

Application no: 24/00959/CLPUD

Decided: 06.01.2025

Decision: Grant Certificate of Lawfulness

Proposal: Application for a certificate of lawfulness for a proposed single storey side extension

Location: 2 Netherfield Court Whittle-le-woods Chorley PR6 7XR

Application no: 24/00997/CLPUD

Decided: 16.01.2025

Decision: Grant Certificate of Lawfulness

Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension

Location: 2 Poole Avenue Buckshaw Village Chorley PR7 7FP

Application no: 24/00894/DIS

Decided: Mon 20/01/2025

Decision: Condition(s) discharged

Proposal: Application to discharge conditions 7 (traffic management plan) and 11 (biosecurity plan) of planning permission ref: 24/00242/FUL (Erection of 6no. dwellings following demolition of outbuildings)

Location: Rotherham Top Farmhouse, Preston Road, Whittle-le-woods, Chorley, PR6 7PG

Application no: 24/01032/CLPUD

Decided: Fri 24/01/2025

Decision: Refuse Certificate of Lawfulness Prop

Proposal: Application for a certificate of lawfulness for a proposed single storey rear extension and for a proposed rear dormer (following demolition of existing conservatory)

Location: 97 Town Lane, Whittle-le-woods, Chorley, PR6 7DH

Application no: 24/01054/FULHH

Decided: Tue 04/02/2025

Decision: Permit Full Planning Permission

Proposal: Single storey rear extension linking detached garage to existing property, and external alterations to garage in order to facilitate provision of habitable accommodation

Location: 39 Dorset Drive, Buckshaw Village, Chorley, PR7 7DN

Application no: 24/01056/TPO

Decided: Thu 06/02/2025

Decision: Consent for Tree Works

Application for proposed works to protected trees - Chorley BC TPO 7 (Whittle-leWoods) 1996: T21 Oak, crown reduction; T23 and T24 Oak, 2m reduction of branches over properties

Location: 47 Dunham Drive, Whittle-le-woods, Chorley, PR6 7DN

Other

Application: 24/00351/FULHH

Location: 124 Town Lane

Concerns that the dropped kerb has not been constructed in line with approved plans. Clerk to make enquiries with LCC.

5. Matters Arising

Nil

6. Clerks Update

Winter newsletter

- electronic copy on website. Consideration to be given to alternative methods of production and distribution for future newsletters.

Aquasition

- The water level logger battery is low and requires replacement. Invoice received for £468.60 and approved for payment by the Parish Council. Replacement work scheduled for the next couple of weeks.
- Aquasition are migrating clients to the new version of TimeView web data hosting platform over the next few months with enhanced features.

Flood Committee Group Update

- Petrol tools have been checked over and adjustments made. Will be looking to put together a new list of equipment in March 2025.
- Vigilance exercised over NYE night to ensure no properties at risk of flooding.

- Condition of container deteriorating – in particular the doors. A new one may need to be sourced.

Easy Websites

- Schedule of payments for 2025 produced. Authorisation for monthly DD of £62.04 per month incl VAT agreed.

Defibs

- See above. Two LPCR2 USB semi-automatic defibs purchased. Cllr Briscoe to install. Locum Clerk to update The Circuit once installed.

Parish Vacancy

- Notice on website and noticeboards. Election to be held if 10 electors request by 21.02.2025, failing which, the Co-opt procedure can take place. Currently one interested party.

Gazebos

- Demand received from Chorley BC for payment for staffing involved with the provision of Gazebos for the 2021, 2023 and 2024 Christmas events. No invoices have been received. Chorley BC appear to have been sent them to an old and redundant PC address. Chorley BC have conceded fees for 2021 (£86.87). Following discussions, the Parish Council has agreed to pay for 2024 (£189.79) and Locum Clerk will try and negotiate a settlement for 2023 (£137.21).

David Hull

- Contract agreed and signed for 2025/2026

LBKV Competition

- Following a discussion, the Cllrs agreed that it would be appropriate to enter the competition with a number of highlighted features including Whittle St Johns Primary School, the Village Hall, the War Memorial and Waterhouse Green. The entry fee is £25. Locum Clerk to enter the Parish and pay the fee.

TRRO

- Town Lane 03.03.2025 to 05.03.2025 – No objections. Notice to be put on website and community facebook page
- Birchin Lane, Brindle from 18.02.2025 to 22.02.2025. No objections. Notice on website and community facebook page.

Book Swap, Chorley Old Road

- Insurer's contractor making application to LCC for licence. There is a tentative start date of March 2025. Locum Clerk has expressed urgency and is to ensure that the electricity supply and Defib is checked. Locum Clerk also to request that the paint is repaired too following recent significant expenditure on refurbishment.

War Memorial Trees

- The damage caused by the storm is being dealt with. The size of the trees on the perimeter are to be dealt with as part of a planned maintenance programme. The War Memorial Clerk is to speak with the resident re storm damage.

Appointment of Internal Auditor

- The Parish Council agreed to the appointment of Sue Edwards of Coppull PC at a fee of £75.00.

7. Accounts

Outgoings for approval this meeting (payments not previously approved)

Description	Supplier	Total
Website Hosting	Easy Web Sites	£62.04
Pension	LPP	£620.71
PAYE	HMRC	£794.23
Loan Repayment	PWLB	£2519.98
Salary	Employee 1	£1099.23
Salary	Employee 2	£555.23
Website Hosting	Easy Websites	£62.04
SpID	Stocksigns Limited	£4592.88
Xmas Trees	Carvers	£720.00
Maintenance	David Hull	£1015.00
Annual Subscription	SLCC	£190.00
Xmas Tree Removal	Ingham Trees	£130.00
Flood Committee	Aquasition	£468.60
Maintenance	Cllr Chris Briscoe	£125.00
Pensions	LPPA	£522.92

All payments authorised. Locum Clerk to effect payments.

Receipts

Description	Supplier	Total
Interest on SLA PCC BHI	Bank	£210.41 (31.12.2024) £190.22 (31.01.2025)

Income and payments from 09.12.2024 to 09.02.2025 reconciled to bank statements.

Bank Balance as at 09.02.2025

Current account - £388.61

Deposit account - £164551.17

Total - £164939.78

8. Councillor Reports

Cllr Auwerx –

Website – Updates required. Locum Clerk to put in hand.

Mill Lane – Concerned about dangerous double parking.

Cllr Briscoe –

Waterhouse Green Clock – to be installed in the next few days with the kind assistance of JJ O Grady. Councillors agreed to a plaque to be placed in memory of Cllrs Bell and Walker and in recognition of all they did for the Parish.

Footpath signs – ready for Copthurst, Lower Copthurst, St Helens Wood. Further locations to be discussed at next meeting.

Cow Well Steps to War Memorial – require clearing up and potentially a handrail installed.

Community Benches – New benches to be installed at Church Hill and Birchin Lane.

Daffodil bulbs – planted on Blackburn Rd.

Maypole – moved from Waterhouse Green to The Polo.

Road Signs – School Brow and Dawson Lane. Locum Clerk to report.

Dark Lane – a number of HGVs are using the route. Clerk to investigate the provision of additional signs that the road is not suitable for HGVs and/or that Sat Navs should not be followed.

Cllr Evans

Drainage – reports of concerns from a Parishioner regarding drainage, gully and carriageway issues were highlighted to the meeting. The concerns have already been referred to Cllr Clifford.

Redrow Path – Next steps to be considered following a site visit by Parish Councillors.

SpIDS – After a lengthy discussion, the Parish Council agreed to the purchase of:

- SpID – to be secured to the existing post, backplate and solar panel southbound, opposite Langdale Grove; and
- SPID - plus post, back plate and solar panel southbound at junction of Union St/Chorley Old Road.

It be noted that there were 3 votes in favour, 2 votes against and 4 abstentions.

Church Hill – A suggestion has been made for a handrail.

Cllr Fogarty

- Precept 2025/2026 – discussed budgeting re Locum Clerk salary
- War Memorial Committee – The Chair and Clerk alternates yearly between Clayton Le Woods PC and Whittle Le Woods PC with the latter scheduled to take over in April 2025. Enquiries to be made to establish if the Clerking can remain with CLWPC for a further year.

Cllr Green

- Fletcher Lane is in a poor state
- War Memorial litter bin – not possible as it would not be emptied.
- St Helens Road – in a poor state of repair. To be referred to LCC.
- Trying to establish a litter picking group similar to a neighbouring Parish Council.

Cllr P Higham

Cllr B Higham

Cllr McDonald

Cllr Moss

Cllr Newall

Cllr Yates

- Gap on bridge near the Co-op is now 1.5 inches.
- Hand rail needs restoration and painting.

9. Confidential Items

Removed

Whittle-le-Woods Parish Council

Addendum to Minutes 10.02.2025

Payments 10.12.2024 to 10.02.2025

Receipts year to date

Payments

19.12.2024	£620.71	Pension Payments
31.12.2024	£150.00	Christmas Band
31.12.2024	£365.00	Newsletter Creation
31.12.2024	£3,513.60	Newsletter Creation
31.12.2024	£749.36	Employee 1 Expenses
31.12.2024	£238.41	Refreshments Christmas Event
31.12.2024	£1,099.23	Employee 1 Salary
31.12.2024	£1,080.00	Christmas Tree Lights
31.12.2024	£555.23	Employee 2 Salary
31.12.2024	£144.00	Pitch Prep
31.12.2024	£15.00	Cuerden Valley Park Subscription
02.01.2025	£62.04	Monthly Website Subscription
17.01.2025	£620.71	Pension Payments
23.01.2025	£794.23	PAYE Tax
27.01.2025	£2,519.98	PWLB Repayment
30.01.2025	£1,099.23	Employee 1 Salary
30.01.2025	£555.23	Employee 2 Salary
03.02.2025	£62.04	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
30.09.2024	£237.63	Interest
31.10.2024	£216.47	Interest
01.11.2024	£7,091.15	Community Infrastructure Levy (CIL)
29.11.2024	£195.98	Interest
31.12.2024	£210.41	Interest
31.01.2025	£190.22	Interest

