

The monthly meeting was held remotely via 'Zoom' at 7.30pm on Monday, June 8th 2020.

Present Chair Newall, Parish Councillors Bell, Briscoe, Evans, Fogarty, B Higham, P Higham, McDonald, Partington, Wood, Yates and the Clerk.

Apologies Cllr Auwerx

The meeting opened at 7.36pm.

Visitors NA

1. Minutes

*20/06/01 The minutes of the previous meeting were approved with 1 small amendment; the minutes will be signed by Chair Newall at the next available face to face meeting of the Parish Council.

2. Changes in Declarations of Interest

Cllr Wood requested a change to the declaration of interest. The Clerk will forward the document on via email.

3. Defibrillator checks

All OK. Cllr Briscoe is arranging to replace some glass panes in the phone boxes.

4. Meeting Protocols Resolution– due to Covid-19 pandemic

- *No change to Standing Orders*
- *All annual meetings to be postponed, and monthly meetings to be held online, all roles to remain as is until such time that a full Annual Parish Council Meeting may be convened.*
- *Payments – salaries cheques post-dated for several months, all other payments to be made on-line once approved by 2 Bank Signatories.*
- *Planning – Clerk to send planning applications around on a weekly basis to allow the opportunity to scrutinise and comment, minute in the monthly meetings*

Meeting Organisation

The Parish Council will adhere to these guidelines on conducting the online meetings:

- *Chair to administer the meeting*
- *Clerk to facilitate the meeting*
- *Cllrs to connect via audio & video*
- *Cllrs to speak in turn*
- *Minimal Agenda*
- *Planning comments to be submitted to the Clerk prior to the meeting*
- *Cllr reports to be submitted to Clerk by email prior to the meeting*
- *Clerk to minute the meeting*

5. Planning Matters

New

Riley Place Whittle-Le-Woods

Application for work to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1995 T35 Oak - Prune branches overhanging neighbouring property to previous pruning points.

Ref. No: 20/00496/TPO | Received: Mon 01 Jun 2020 | Validated: Wed 03 Jun 2020 | Status:

Awaiting decision

Passed to the Tree Warden

Chair

Date.....

Cheeky Monkeys Factory Lane Whittle-Le-Woods Chorley PR6 7YA

Erection of 6 no. detached houses with associated infrastructure following demolition of existing buildings

Ref. No: 20/00483/FUL | Received: Wed 27 May 2020 | Validated: Wed 27 May 2020 | 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. The Parish Council would like to request that a condition of the application be that the bridge on Factory Lane be refurbished and strengthened as per previous discussions between Primrose Holdings and LCC Highways. That Factory Lane not be used as an access route for Construction traffic due to the close vicinity of Whittle-Le-Woods Primary School.

Land to The Rear Of 173, 175 And 179 Chorley Old Road Whittle-Le-Woods

Erection of a detached two-storey dwelling with integral double garage and other associated works

Ref. No: 20/00470/FUL | Received: Sat 23 May 2020 | Validated: Sat 23 May 2020 | 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.

In this case as the land is to the rear of numbers 173 / 175 / 179 Chorley Old Road care should be taken to ensure that the neighbouring properties are not overlooked, and that adequate off street parking is provided.

The Cottage Parkside Drive South Whittle-Le-Woods Chorley PR6 7PH

Section 73 application to vary condition 2 (approved plans) of planning permission ref: 19/00192/FUL (for the refurbishment and extensions to the front, rear and loft of the property) to make amendments to the second-floor windows.

Ref. No: 20/00459/FUL | Received: Thu 21 May 2020 | Validated: Thu 21 May 2020 | 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

3 Bluebell Close Whittle-Le-Woods Chorley PR6 7RH

Application for works to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1993: T1 Oak - Crown lift to 5m, dead wooding and 10% thinning Ref. No: 20/00350/TPO | Received: Sun 12 Apr 2020 | Validated: Mon 20 Apr 2020 | Status: Granted

3 Bluebell Close Whittle-Le-Woods Chorley PR6 7RH

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

Ref. No: 20/00247/CLPUD | Received: Fri 06 Mar 2020 | Validated: Sun 08 Mar 2020 | Status:

Chair

Date.....

Granted

21 Dunham Drive Whittle-Le-Woods Chorley PR6 7DN

Application Validated Mon 06 Apr 2020

Application for works to a protected tree - Chorley BC TPO 7 (Whittle-le-Woods) 1996: Oak tree at rear of 21 and 19 Dunham Drive - Prune branches growing over gardens by up to 2.5m. Reference 20/00316/TPO Status Granted Decision Issued Date Mon 01 Jun 2020

Other Decision

Road closures for resurfacing on Town Lane 21/08/2020 to 26/08/2020 & Shaw Brow 11/08/2020 to 14/08/2020

The works carried out on Chorley Old Road from The Dog Inn to 146 Chorley Old Road have made a significant improvement.

6. Urgent Matters

Chair Newall warned about email scams circulating around the local Parish Councils. They attempt to encourage Councillors and Council Officers to purchase vouchers or some such but are indeed a scam. If any request for spend is received please check with the Council and or email sender to ensure that no fraud occurs.

7. Clerks Update

Community support during Covid-19 pandemic

St Chads – 1 x Food parcel referral – 03/06/2020, and 1 x Food parcel referral – 08/06/2020

The resolution passed in April providing a budget of £1000 equates to 34 food boxes which can do provided within GDPR guidelines to support families in need. A further resolution was passed to extend the amount by an additional £1000 if the application to the Lancashire Community Fund is unsuccessful. Unanimously agreed.

Chorley Borough Council have also suggested that the Parish Council apply for a grant from the Lancashire Community Fund in order to extend the scheme and support families during the Summer Break.

Clerk to submit application to the fund.

Hedgerow on Carwood Lane

Issue resolved. Enforcement found no breach of planning. The owners of the property & hedgerow have been provided with contact details of local experts in Hedgerows for assistance in recovery of the Hedgerow.

Cllr Fogarty provided the name of a further expert in hedgerow to be passed on to the owners.

Flag pole on Water House Green

Planning application submitted to LCC Highways; 3 quotes received for the equipment. Quotes will be required for the installation.

Chair

Date.....

Canal Basin Garden project

The team at LWT have been in touch, they wish to begin working on the project on Monday 8th June. However, permission is still being sought from CBC / LCC.

Chair Newall suggested an email to CC Mark Perks and CBC Mark Clifford to see if they can assist in moving the project forward.

Skip Day – keep on the agenda

Plans for a skip day were discussed, but are reliant upon the availability of staff from CBC. Clerk to follow up and arrange the day when possible.

Maintenance – David Hull has completed the works on the footpath from Factory Lane and also planted summer bedding plants in the planters and Waterhouse Green

8. Accounts

Outgoings to be approved this meeting

Ref	JV	Payee	Detail	Total
dd	20/21-008	Easy Websites	Monthly payment	-£27.60
bacs	20/21-009	Employee 1	June Salary	-£479.18
bacs	20/21-010	Employee 2	June Salary	-£423.21
bacs	20/21-017	David Hull	Maintenance Invoice 1	-£730.00
bacs	20/21-014	Employee 1	Clerk Expenses	-£458.36
bacs	20/21-015	Chris Briscoe	Cpothurtst Lane Bench	-£35.00
dd	20/21-016	LLC Pension	Pension payment June	-£368.33

*Clerks expenses altered to Inc. 1 x food box (08/06/2020)

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

9. Any Other Business

CLlr McDonald Residents on Dickinson Terrace have requested a key for the gate to the Polo area for access – it was agreed that as the land is the responsibility of CBC, the residents should request any further keys direct from CBC.

CLlr Wood Highcliffe Residential Home Resident turning 100 on 12th June. The Clerk has purchased a card and ordered flowers. Given the current lockdown situation it was agreed that no-one should visit the Home, however the Clerk will deliver the card & flowers at 11am on Friday 12th June.

CLlr Bell 6 benches identified as Shaw Brow / Birchin Lane / Dolphin Brow / Church Hill / Moss Lane / Hillside Crescent are all in need of painting. The bench on the Paradise footpath has been removed. CLlr Bell advised that Paul Redmond has provided a verbal quote of £60 per bench. Clerk to request a formal quote from Paul Redmond and one other and then request the works to go ahead. The Council unanimously agreed a budget of £360. CLlr Briscoe suggested the use of Barn Paint, in Land rover Green and that 2 coats should be applied.

Chair

Date.....

Chair Newall Shared recent emails from Ron Brimelow which are seeking further investigations into the contents of the tips on Town Lane and Whittle Hill Quarry. Mr Brimelow is in communications with Sir Lindsay Hoyle & Rt Hon George Eustice (Dept. for Environment Food & Rural Affairs). Mr Brimelow continues his campaign for a proper investigation into the contents of the tips.

Cllr Yates There is a second Whittle-Le-Woods resident celebrating her centenary on the 17/06/2020. Cllr Yates will provide the details of the address. Clerk will arrange a card and flowers to be delivered.

Chair Newall Chair Newall wished to recognise Cllr Bell's 31 years of service as a Councillor for Chorley Borough, alongside all his dedication to the Parish Council and the residents of Whittle-Le-Woods. Due to the lockdown, there will be a delay but once it is over there will be a celebration of Cllr Bells long service to the Community.

10. Confidential Items

The meeting closed at 20.55pm. The next Parish Council Meeting will be held on Monday 13th July at 7.30pm via Zoom.

Chair

Date.....

2020 / 21 Summary of Monthly Bank Accounts, and Monthly Budget Monitoring															
Categories	20/21 Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Totals	Spend against
Admin Payment	£7,550.00	£0.00	-£244.55											-£244.55	£7,305.45
Admin Receipt		£54,900.00	£0.00											£54,900.00	£54,900.00
Salaries Payment	£16,100.00	-£2,112.93	-£1,211.14											-£3,324.07	£12,775.93
War Mem Payment	£2,500.00	£0.00	£0.00											£0.00	£2,500.00
Loan Payment	£5,040.00	£0.00	£0.00											£0.00	£5,040.00
Maint Payment	£15,530.00	£0.00	-£1,720.00											-£1,720.00	£13,810.00
Grants Payment	£1,000.00	£0.00	£0.00											£0.00	£1,000.00
Project/Misc. Payment	£17,700.00	-£500.00	-£300.00											-£800.00	£16,900.00
Interest Receipt		£26.96	£0.00											£26.96	£26.96
VAT Payment		-£100.00	-£32.91											-£132.91	-£132.91
VAT Receipt		£0.00	£0.00											£0.00	£0.00
Total Receipt		£54,926.96	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£54,926.96	£54,926.96
Total	£65,420.00	-£2,712.93	-£3,508.60	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-£6,221.53	£59,198.47
CIL Payment														£0.00	£0.00
CIL Receipt (Bal C/O)	£102,629.27	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£102,629.27
Summary of bank accounts				Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
41346412 - Balance at end of previous month				£684.24	£971.31										
41346420 - Balance at end of previous month				£141,431.06	£193,358.02										
Total bank account balance				£142,115.30	£194,329.33										
Precept / CIL Amount to deposit account				£54,900.00	£0.00										
CIL Payments				£0.00	£0.00										
Payments this month				-£2,712.93	-£3,508.60										
Receipts this month				£26.96											
Unpresented Receipts				£0.00											
Unpresented Payments				£0.00											
Balance at month end				£194,329.33	£190,820.73										

Chair

Date.....