

CHARNOCK RICHARD PARISH COUNCIL

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Minutes of the Annual Meeting of the Parish Council held on Monday 8 May 2017 at 7.30 pm in the Parish Rooms, Charter Lane, Charnock Richard.

Present: Councillors M Almond, A J Shaw, J Hill, Mrs J Ogden, Mrs C Pilling, Mrs A Bishop, Miss E Walmsley, A Cornwell, L Cheetham, H Heaton and J Taylor. Also present Borough Councillor Leadbetter and the newly elected County Councillor Keith Iddon.

REPORTS, COMPLAINTS AND CONCERNS OF THE PUBLIC, PARISH, BOROUGH AND COUNTY COUNCILLORS PRESENT

(At this point in the Meeting members of the public present can report, ask questions, raise issues and make observations on parish matters or items appearing on the Agenda. Reports, Complaints and Concerns will also be received from Parish, Borough and County Councillors if attending – Once closed the Chairman will only suspend standing orders to allow further participation if it will aid discussions)

County Councillor Iddon – Introduced himself to Councillors and members of the public present and confirmed that he is happy to attend Meetings if the Council wish.

Borough Councillor Leadbetter – Reported, he had received complaints relating to dogs in fields, some private and some with public footpaths running across them, with sheep and lambs. He confirmed that Chorley Council will shortly be reviewing Dog Control Orders and that he has asked that consideration be given to not allowing dogs in fields if sheep are present or it is lambing season.

Members of the Public Present – reported that there have been a number of Clay Pigeon Shoots recently at Pemberton House Farm, however, there are 4 public footpaths through the site and clays have been found all over the site and some in residents gardens. The residents have been advised to contact the Police at the time the shoot is taking place. It was confirmed that it is possible to hold 18 shoots per year at the site. Despite the fact that this is an organised shoot it is considered dangerous for nearby residents and public footpath users. Councillor Shaw agreed to speak to the shoot organisers and express the concerns reported at this meeting. Recent reports that Birkacre Tip was not accepting garden waste were clarified. Garden waste cannot be accepted if the skip is full or is being changed. It was confirmed however, that the tip will not accept soil, hardcore or turf. Councillor Taylor reported a recent visit where it was found that the skip for wood was full and he was therefore instructed to put the wood in the general waste skip. It was reported that removing/changing the skips is contracted out and it would appear that these contractors are letting them down on the site. Councillor Ogden reported that she had been instructed to obtain a permit to take 1 concrete flag to the tip. Councillors confirmed that there is a significant amount of fly-tipping at the bottom of Town Lane, possibly as a result of changes to permits/charges for disposing of builders waste. It was also felt that fly-tipping of garden waste will increase with the charges now in place. The Clerk confirmed that her report of fly-tipping at the bottom of Town Lane was passed back as it is a private road at this point, not the highway. It was reported that the asbestos has been removed from the waste but the remainder has now been burned. The fly-tipping is taking place regularly and is increasing at this location. Residents present expressed their concerns that a further extension to the children's services provision near the junction of Town Lane and Preston Road, could take place on the open land between the 2 existing care homes. It was also reported that the site is becoming an eyesore.

1. **Apologies** - Were received and accepted from Councillor G Brennand (work). Apologies were also received from BC Whittaker (Attending a Borough Council Meeting).
2. **Declarations of Interest** – Members were asked to consider any disclosable pecuniary interest they may have to declare in relation to matters on this Agenda in accordance with the Localism Act 2011, Parish Council Standing Orders and the Code of Conduct currently in force – **No declarations were made at this point however Councillors will declare them should they arise in the Meeting.**
3. **Appointment of Chairman & Declaration of Acceptance of Office** – Councillor Bishop proposed Councillor Almond be appointed Chairman for a second 12 month term of office, this was seconded by Councillor Shaw - **Resolved: Councillor Almond be appointed Chairman of the Parish**

Council for 2017/2018. Councillor Almond accepted the post of Chairman and signed his Declaration of Acceptance of Office.

4. **Appointment of Vice-Chairman & Declaration of Acceptance of Office** - Councillor Ogden proposed Councillor Shaw as Vice-Chairman, this was seconded by Councillor Hill - **Resolved:** **Councillor Shaw be appointed Vice-Chairman of the Parish Council for 2017/2018.** Councillor Shaw signed his Declaration of Acceptance of Office.
5. **Appointments to Committees:** **Resolved:** **The following appointments were made:**
- a) Planning Committee – Councillors Shaw, Heaton, Hill, Taylor and Almond.
 - b) Amenities, Lengthsman’s & Best Kept Village Committee – This Committee shall include all Parish Councillors, the Chairman to be appointed at the first meeting held following this meeting and, any matters specifically relating to the Lengthsman to go to the Clerk as his main point of contact.
 - c) Chronicle Committee – Councillor Walmsley, with assistance from Councillor Bishop.
 - d) Website Committee – Councillors Cheetham & Walmsley
 - e) Projects & Funding Working Party –Councillors Taylor, Pilling, Bishop and Hill.
 - f) Cross-Committee (with Community Centre Trust) – All serving Parish Councillors.
6. **Appointment of Representatives To Outside Bodies:** **Resolved:** **The following appointments were made:**
- a) L.A.L.C – Cllr Cornwell.
 - b) Chorley Liaison – Cllr Taylor and Cllr Cornwell. (It was agreed that Councillor Cornwell will attend as ‘stand in’ if Councillor Taylor cannot Attend).
 - c) Almshouse Trustees – Cllr Ogden
 - d) Community Centre Trust – Cllrs Heaton, Hill and Walmsley.
 - e) Charnock Richard United Charities – Cllrs Hill, Shaw and Ogden.
 - f) Peter Lathom Charities – Cllr Hill.
 - g) Southern Parishes Neighbourhood Forum – Councillor Heaton.
7. **Adoption of Standing Orders, Financial Regulations, Members Code of Conduct, Complaints Procedure, Publication Scheme, Code of Practice for Dealing with Tenders, Risk Management Plan, Asset Register, Risk Management Register and Terms of Reference for Committees -** **Resolved:** **That the aforementioned documents be adopted for the forthcoming year.**
8. **Approval of Timetable of Meetings 2017/2018 -** **Resolved:** **That the timetable be approved.**
9. **To Accept the Minutes of the Council Meeting held on 3 April 2017** - The Minutes of the previous Meeting of the Parish Council held on Monday 3 April 2017 had been circulated in advance, and following an amendment to Minute 149 (d) – to indicate that Councillor Heaton “did not accept that he could not speak on this matter and that he will declare an interest when a planning application is on the Agenda” and Minute 153 – Planning, it was **Resolved:** **The amended Minutes were accepted as a correct record and will be signed by the Chairman at the May Meeting.**
10. **Update on Matters Arising from previous Meetings for note by the Council:** Report 1 (page 6) – ACCEPTED.

Item h) – Chorley Councils Regulation 123 list – The Parish Council will request that, prior to the next review of this list, a workshop is arranged so that Parish Councillors fully understand this item.

11. Correspondence and Information items requiring discussion or action:

- a) Update from the Police re: recent burglaries in the Parish – **Noted. The Clerk will circulate Police contact details to Councillors.**
- b) Response from Network Rail, requiring additional information on the possibility of putting community art on the railway bridge on Chorley Lane – **It was confirmed that the bridge is in a very poor state and the question of whether it is worth doing this work was raised. Councillor Walmsley reported that the artwork is likely to cost approx. £500 + the cost of materials/supplies. It was Resolved – on a majority vote that plans for the work proceed provided that bridge strengthening works are not imminent. The Clerk will ask for an update on the scheduled strengthening works. Councillors suggested the design could include flowers, maybe scarecrows, and examples of activities in the village i.e.: football, cricket, scouts & guides etc.**
- c) Response from the Environmental Health Officer at Chorley Council to investigations into land drainage issues on land off Charter Lane affecting homes on Leeson Avenue – **It was reported that the Parish Council tried to resolve this matter more than 25 years ago without success. It is clear from the replies received that Chorley Councils policy is to not get involved unless homes are flooded. It was suggested that the only solution would be for someone to take legal action against the person filling in the ditch or, against the landowner. It was confirmed however, that ditches can fill in naturally over time if they are not maintained properly and therefore, it is the landowner's responsibility to clear the ditch and then continue to maintain it. The Clerk will again contact the landowner and request that, if they are not going to take any action to clean out the ditch, would they give permission for a local contractor to go on their land to clean it out?**
- d) Letter from LCC regarding the future of the Countryside Service and the implications for Welch Whittle former land reclamation scheme now planted as a forestry site – **Councillor Shaw confirmed that people who walk through this site do report any problems on the rights of way. Councillor Shaw will attend a site meeting with the Countryside officer if necessary.**
- e) Telephone responses from Mr & Mrs Storey who are more than happy to attend a Parish Council Meeting to discuss their proposals for the former Wigan Athletic site and answer any questions – **Resolved – The Council will invite Mr & Mrs Storey to attend the June Parish Council Meeting to discuss their proposals and any issues relating to their site.**
- f) Letter from Rt Hon John Bercow MP, Speaker of the House of Commons, regarding UK Parliament Week, 13-19 November 2017 – **Noted.**
- g) Notification from Charnock Richard United Charity Trustees that a formal lease will be drawn up and presented to the Parish Council for agreement and signing with regard to Mossie Close Play Area in due course – **Noted.**
- h) Info. from LALC - Notification of Planning Workshop at Howick House, Thursday 11 May 2017, 7pm-9pm at a cost of £25.00 – **Noted.**
- i) Details of late items of correspondence received – i) 17/00555/LATENL – Notification of an application for a licence for a Wedding Reception, at Old Hall Farm, Old Hall Lane – **Noted.**

12. Reports, Complaints, Concerns from Councillors - not addressed at the beginning of the Meeting

- 1) A resident reported a branch across the public footpath from Freemans Lane to Coppull to Councillor Cornwell, who used a chain saw to clear the obstruction.
- 2) Councillor Cornwell also removed a quantity of polystyrene on Chorley Lane.
- 3) The School warning lights are still flashing all the time and have been since Oct 2016.
- 4) The homeowner in Robin Close, adjacent to the strip of land on Chorley Lane, will be asked if he wishes to maintain the land rather than the Lengthsman.
- 5) It was confirmed that the first highway verge cut has taken place with areas around street lighting having been strimmed or weed killed. It was suggested this could be in preparation for the wildflower seed planting. Some of last year's wildflowers are beginning to appear again.
- 6) There will be a Community Centre Trust fundraising Coffee Morning, Sat 13 May 10am-12pm.

- 7) Councillor Bishop has received complaints relating to inadequate signage following the changes to one-way on Birkacre Road. The “No Entry” signs need angling to be more visible on the approach and “No right turn ahead” and “No left turn ahead” signs are required on Dob Brow and Butterworth Brow.
- 8) It was reported that the smell from the ditch adjacent to The Mosses footpath is terrible and the ditch needs cleaning out. Councillor Brennand did promise that this would be done.
- 9) The public footpath sign at the junction of the footpaths to the Delph and Parker in the Fields, which has been lying under the hedge for several months, has now gone. LCC will be asked to re-erect/replace the missing footpath sign.
- 10) The post mounted litter bin at the end of Southgates has disappeared. This was a well used litter bin and the Council will request that it be replaced with a larger, free-standing litter bin.
- 11) The Lengthsman will be asked to litter pick German Lane.
- 12) Casey’s will be asked to cut back their hedges on German Lane.
- 13) It was confirmed that Councillor Brennand agreed that the planters at Mill Lane and Delph Gardens would be planted when the time is right. The Lengthsman has suggested the inclusion of more perennial plants and bulbs. The Lengthsman will be asked to undertake routine weeding and tidying works at Delph Gardens.
- 14) It was reported that fencing is being erected around the field across which the public footpath runs at Jackson’s Farm, German Lane, but the Council do not remember discussing an application to divert the public footpath. This matter will be monitored.

13. Reports from Committees and Representatives on Outside Bodies – Almshouse Meeting – attended by Councillor Ogden who reported that all the tenants are happy.

14. Best Kept Village Competition and Best Kept Garden Competition – Action required for both competitions – It was reported that whilst the Best Kept Garden Competition is a huge success some Councillors believe money and time is being wasted to support the village entries in the Lancashire Best Kept Village Competition. It was suggested that something could be put on the grassed area at the Freemans Lane/Chorley Lane junction. Councillor Cornwell reported that the residents do not want anything there. The Lengthsman will be asked to clean the bus shelter on Chorley Lane.

15. Mossie Close Phase III Project – Update on responses to the public consultation – The Clerk, having counted all the responses, reported a large majority vote in favour of the Zip-wire, Viking swing, See-saw and rocking horse. Councillor Taylor, following his recent safety inspection, suggested that the wooden boat/train is high maintenance and is showing signs of damage and decay. This could possibly be replaced by some of the new equipment. It was also reported that an area of safety surfacing is starting to oxidise and will need replacing as part of the new scheme. The Clerk confirmed that the next stage is to decide on a scheme, choose the items from 3 different suppliers who will do site visits and plan the phase III proposals to submit a planning application. Up-to-date brochures will be requested and a further meeting will be held next Monday to decide on the scheme.

16. Parish Council Newsletter – It was confirmed that this will not go ahead this year as all the information can now be obtained on the website or by a direct request to the Clerk.

17. Planning – The Council will be required to make observations on the following applications:

- 1) 17/00313/COU – Change of use of agricultural building from piggery to cattery (sui generis use class). Haydock Farm, Preston Road, Charnock Richard. **Resolved – No Objections.**
- 2) 17/00277/FUL – Erection of a first floor rear extension. The Oaks, Preston Road, Charnock Richard. **Resolved – The Parish Council feel that the applicant has already extended the original dwelling to the full permitted amount allowed by planning policy from the footprint of the original property on the site. The Council are therefore concerned that this extension would exceed the percentage permitted by planning policy.**
- 3) 17/00410/TPO – Prune back T13 and T14’s overhanging branches on Church Lane to trunk. Alma House, 37 Church Lane, Charnock Richard. **Resolved – No Objections.**

18. Accounts

Accounts for Payment:

Aon UK Limited	Annual Insurance Premium (3/3)	£543.64
E.on	Electricity use at the Telephone Kiosk	£12.84
Mrs C A Cross	Ink Cartridges (50% of cost with WPC)	£13.63
Mrs C A Cross	Salary – (Net)	£640.64
HM Revenue & Customs	Tax & NI due by Clerk	£87.36
	NI due by Parish Council	£6.62
Mrs S Crompton	Web hosting and Domain Name 2015, 2016, 2017	£60.00

Receipts:

Chorley Council	Precept 2017/18	£28000.00
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Resolved: That the aforementioned Accounts are approved payments and receipts except for the web hosting and domain name invoice, as it was believed they were on a free provider. This matter will be pursued further and the payment withheld until the subject has been finalised.

Resolved: That the Annual Governance Statement and the Accounting Statements for the financial year ending 31 March 2017, the contents of which will form the basis of the Parish Council Annual Return to the external auditors, are approved for submission together with the acceptance of the final bank reconciliation statement for the financial year ending 31 March 2017.

19. Lengthsman's Payment - Work undertaken this month totals 125 Hours @ £8.00 per hour = £1000.00. **Resolved: Total Paid £1000.00.**

Next Meeting: Monday 5 June 2017

Members of the Public and Press are Welcome to Attend

Meeting Closed: 9.46pm

Chairman:

Date:

REPORT 1

Matters Arising from the Minutes to be noted by the Parish Council:

- a) Request that the school be removed from the certificates of merit in the Lancashire Best Kept Village Competition due to building work over summer.
- b) Copy of Heskin PC response to the application for a screening opinion at the Camelot site.
- c) Confirmation that Chorley Council cannot remove the fly-tipping on Town Lane as it is on private land, not on the highway.
- d) Confirmation from LCC that the red rumble/road markings on Dob Brow and near the mini-roundabout at the Mill Lane junction will be replaced but, that at present no date can be given when this will be undertaken.
- e) Confirmation that the LCC red plastic fencing on Charter Lane was left following road-works and will be removed within the next 20 working days.
- f) Notification of the temporary road closure order on Neargates on 30/5/17 until 9/6/17, between 6.00am and 6pm, to enable carriageway resurfacing works to take place.
- g) Notification of the temporary road closure order on Church Lane on 5/6/17 until 4/7/17, between 9.30am and 3pm, to enable carriageway surface dressing works to take place.
- h) Confirmation that no items have been submitted as additional schemes on Chorley's Regulation 123 list for CIL money collections by Chorley Council.
- i) Copy CPRE Fieldwork
- j) Copy CPRE Countryside Voice

DECLARATION OF INTEREST:

If the interest to be declared 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 only need to declare it if you intend to speak. If the personal interest is a prejudicial interest, you must withdraw from the meeting. 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 of the matter.