

CHARNOCK RICHARD PARISH COUNCIL

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Minutes of the Annual Meeting of the Parish Council held on Monday 14 May 2018 at 7.30 pm in the Parish Rooms, Charter Lane, Charnock Richard.

Present: Councillors A J Shaw (Chairman), J Hill, Mrs C Pilling, Mrs A Bishop, A Cornwell, H Heaton and Mrs L Watson. Also present Borough Councillor Whittaker.

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)

Borough Councillor Whittaker – reported that in the recent elections he had been re-appointed as Borough Councillor for the next 2 years. He is actively pursuing repairs to the damaged metal railway bridge on Chorley Lane with Network Rail who state that, as work to the bridge is scheduled for 2019/2020 they will not be undertaking any temporary repairs. Councillor Whittaker is prepared to go public and go to the MP about this matter. There are ongoing discussions at Chorley Council about the forthcoming ward changes in the Borough and, at the moment it looks like Chorley Council elections will still take place next year which will be beneficial for those Parishes in the Borough who also have elections in 2019. He confirmed that Heskin PC now has a new email address. Councillor Whittaker will report overgrowth on the bridleway from Park Hall Road to Red Lane following receipt of a complaint. Overgrowth on the Mosses footpath from Church Lane to Chorley Lane was reported along with the fact that the edges of the footpath are falling away in to the ditch adjacent.

Members of the Public Present – reported that they had only been aware of 1 candidate in the recent elections as the other candidate did not appear to make himself known in the Parish. The drain on the A49 Preston Road from Town Lane to the Coppull boundary has finally been repaired. It was confirmed during the work that the original drain was completely blocked and a section has now been cut out and replaced together with the addition of another manhole. It was also suggested that, despite several requests to repair or remove the interactive speed device on Dob Brow, it is still there. It was suggested that, if it is not being maintained by the relevant department, what is the point in having the sign, or the department. LCC will be asked to remove the broken interactive sign again.

1. **Apologies** - Were received and accepted from Councillors Miss Walmsley (prior commitment), Mrs Ogden (prior commitment), L Cheetham (holidays) and G Brennand (work). Apologies were also received from BC Leadbetter (work).
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 Shaw be appointed Chairman for his first full 12 month term of office, this was seconded by Councillor Hill - **Resolved: Councillor Shaw be appointed Chairman of the Parish Council for 2018/2019.** Councillor Shaw accepted the post of Chairman and signed his Declaration of Acceptance of Office.
4. **Appointment of Vice-Chairman & Declaration of Acceptance of Office** - Councillor Heaton proposed Councillor Bishop as Vice-Chairman, this was seconded by Councillor Hill - **Resolved: Councillor Bishop be appointed Vice-Chairman of the Parish Council for 2018/2019.** Councillor Bishop signed her Declaration of Acceptance of Office.
5. **Appointments to Committees:** **Resolved: The following appointments were made:**
 - a) Planning Committee – Councillors Shaw, Heaton, Hill, Mrs Watson & Mrs Bishop.

- 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 the Clerk as his main point of contact.
- c) Chronicle Committee – Councillor Walmsley, with assistance from Councillors Bishop & Watson.
- d) Website Committee – Councillors Cheetham & Walmsley
- e) Projects & Funding Working Party –Councillors Pilling, Bishop Hill & Shaw.
- f) Cross-Committee (with Community Centre Trust) – All serving Parish Councillors.
- g) Play Equipment Inspection Committee – Councillors Cheetham, Hill and Shaw.

6. Appointment of Representatives To Outside Bodies: were made:

Resolved: The following appointments

- a) L.A.L.C – Cllr Cornwell.
- b) Chorley Liaison - Cllr Cornwell. (It was agreed a stand in will be appointed if Councillor Cornwell 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 and Data Protection Policy - **Resolved: That the aforementioned documents and new policies be adopted for the forthcoming year.**

8. Approval of Timetable of Meetings 2018/2019 - **Resolved: That the timetable be approved.**

9. To Accept the Minutes of the Council Meeting held on 9 April 2018 - The Minutes of the previous Meeting of the Parish Council held on Monday 9 April 2018 had been circulated in advance, and it was **Resolved: The Minutes of the Meetings were accepted as correct records and were signed by the Chairman.**

10. Update on Matters Arising from previous Meetings for note by the Council: Report 1 (page 5) – Agreed. d) It was confirmed that the street light in the ginnell at Lichen Close is street lamp No.6. Defibrillators – Councillor Bishop reported that the cost of a replacement battery for each defibrillator is £85+VAT and new pads £23+VAT. Weekly checks and a monthly submission report are currently being undertaken by Cheryl Pickstock however, this is not a long term arrangement and the Parish Council need to discuss their responsibility/liability for the defibrillators donated in the Parish. The Parish Council accept liability for the defibrillator in the telephone kiosk, Chorley Lane, and it was suggested that Councillor Cheetham may be willing to check and submit the report. The Council will check that the School Governors have accepted responsibility/liability for the defibrillator at school. Following discussions which revealed that there is a defibrillator in the changing rooms at the Football Club which is the responsibility of the Football Club, the Parish Council agreed to accept responsibility for the one outside the Football Club, which will also need checking and reporting.

11. Correspondence and Information items requiring discussion or action:

- a) Notification that Audit of the Parish Council accounts for the year ending 31 March 2018 will take place on Monday 25 June 2018 – **Noted.**
- b) Request for a donation from North West Air Ambulance – **On file until donations are discussed.**
- c) Request from Clerk to purchase the latest edition of Charles Arnold-Baker's Local Council Administration @ £59.50 including postage – **Resolved – The Clerk can purchase this book the cost to be shared with Wroughtington Parish Council.**
- d) Consultation on street lighting maintenance from LCC – **Resolved – The Parish Council has no objections to the proposed changes to street lighting checks and maintenance plans.**
- e) Consultation on community transport in Lancashire from LCC – **This will be emailed to Councillors who can complete if they wish or forward to anyone they think may be interested in completing it eg: at the forthcoming computer classes in the village.**
- f) Confirmation that anti dog fouling posters can be attached to the school railings and that parking issues are regularly discussed in the school newsletter but, that there are no spare members of staff to do patrols – **It was confirmed that the PCSO's have patrolled at school recently. It was reported that traffic problems were caused recently when a coach was at the school gates. The Parish Council will suggest that future coach trips use the side entrance to school on Charter Lane to ease traffic congestion and problems on Church Lane. The Chairman will arrange for parking signs to be made and erected outside school.**
- g) Issues raised by a resident of the village – The poor state of the building site between Robin Close and Leeson Avenue, Chorley Lane – **It was confirmed that there are a number of sites in the Parish with the benefit of planning permission which, as yet, remain undeveloped and which are considered to be an eyesore. Councillor Heaton agreed to speak to the site owner.**
- h) Info. from LALC – Nothing to report.
- i) Details of late items of correspondence received – Nothing to report.

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

- 1) It was reported that vehicles using Freemans Lane are speeding and causing a danger to public footpath users, residents and horse riders accessing the bridleway. The Council will request a 20mph speed limit.
- 2) A blocked drain, Chorley Lane, below the Hinds Head, is still causing the farmers field to flood.
- 3) The grass seed at Mossie Close play area is not going to take and needs re-seeding again. The recent wet weather, and the fact the play area has been so well used since the refurbishments, has made it difficult for re-seeding to be effective. The Council will ask Wicksteed if they will be returning to re-seed and ensure restoration/reinstatement work at the site is working. Councillor Shaw agreed to contact the engineer in charge re: completing installation of the zip-wire.
- 4) It was reported that Mr Norman Brown is also now taking care of the small section of grass verge opposite the entrance to Southgates. Lay-bys have been swept and moss removed from the pavements by other residents of the Parish, for which the Parish Council are very grateful.
- 5) Litter within the school grounds, on the Church Lane side of the site, is an eyesore.
- 6) It has been suggested that an old piece of farm machinery eg: a tractor, which could be painted by the Scouts, could be placed in the unused field entrance on Chorley Lane, opposite the terraced houses, and could be planted and maintained for decorative purposes. The Council will think about this suggestion as this site could possibly be too dangerous to stop and plant and maintain.
- 7) Compliments have been received about the planting and maintenance of the area around the bench at the junction of Preston Road and Church Lane.
- 8) Hedges on Charter Lane, in front of the vacant plots, still need cutting back. Councillor Heaton will provide possible contact details to assist with this matter.
- 9) The builder's site referred to earlier, between Robin Close and Leeson Avenue, has an open gully approx. 2 feet wide and 3 feet deep, which runs from the pavement to the front of the house. The open gully is considered dangerous. Councillor Heaton will raise this with the site owner.
- 10) The footway from Robin Close to Leeson Avenue on Chorley Lane is in a very poor state of repair and is considered dangerous. This will be reported to LCC and County Councillor Iddon.
- 11) It was confirmed that grass verge cutting in the Parish has commenced, however, not all the grass verges in the village have been cut as yet.
- 12) The access road at the rear of the houses on Lucas Avenue is very muddy and in a poor condition.

- 13) Councillor Walmsley's written report contained a request for a dog/mixed use litter bin on the A49 Preston Road, at the entrance to the public footpath across the golf course.
- 14) Councillor Walmsley's written report asked whether planning permission was required for the sign on Councillor Heaton's land advertising the forthcoming Beer Festival. It was reported that this is only a temporary sign and therefore, planning permission is not required.
- 15) The Lengthsman will be asked to remove the Heskin School sign from the hedges on Mill Lane.
- 16) Councillor Shaw confirmed that the new seats removed from the old swings on Mossie Close by Wicksteed, will be returned to the Parish Council for possible future use.

13. Reports from Committees and Representatives on Outside Bodies – Community Centre Trust Meeting – Councillor Heaton reported that a new floor is being installed in the main hall over the summer months together with associated works required to install the floor. He confirmed the Community Centre Trust may ask the Parish Council for the remaining £5000 budgeted by them towards the Community Centre Refurbishment Project to put towards the work to the floor costing approx. £20,000.00. The Chairman asked that this matter be placed on the Agenda for discussion at the next Parish Council Meeting together with the possibility of a Cross-Committee Meeting.

14. Best Kept Village Competition and Best Kept Garden Competition – To discuss action required for both competitions – The Clerk requested nominations for the Best Kept Garden Competition to be with her by Monday 11 June 2018. Councillors agreed that, whilst looking for garden nominations they will also look for grot-spots which could be improved for the Best Kept Village Competition.

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

- 1) 18/00411/FUL – Section 73 application to vary condition 3 (approved plans) attached to planning approval 16/00795/FUL to remove the basement from the proposals. Land between 1 and 5 Town Lane, Charnock Richard. **Resolved – No Objections.**
- 2) 18/00366/FUL – Provision of backup electricity generation facility comprising of: a gas pressure reducing station and metering compound to include 1 No. Pre-heating cabinet, 1 No. Metering cabinet, hard-standing and 2.4 metre high security fence; a generator compound to include 9 No. Twin pad generators, 1 No. DNO substation, 1 No. Switch room, 1 No. Welfare cabinet, 4 No. 6 metre high pole mounted CCTV cameras, parking, 3 metre high security fence and upgrading of existing field access; and temporary site compound. Vause Farm, Town Lane, Charnock Richard. **Resolved – No Objections.**
- 3) 18/00458/FUL – Construction of 3 No detached dwellings, following demolition of existing equestrian buildings. Fishers Farm, Delph Lane, Charnock Richard – **Resolved – The Parish Council strongly object to these proposals as inappropriate development of Green Belt Land. There is already an existing planning permission for 1 dwelling on the site and if allowed these proposals would constitute an overdevelopment and over intensification of the site. If allowed, the application will set a precedent for further development of similar sites in the future. The Council question the accuracy of the volume calculations and believe that they have been exaggerated meaning that the proposals do not comply with the percentage increase in volume build allowed from the existing site. The proposals would result in a loss of amenity to many local residents, 20 of whom use the current facility to stable their horses and who would be required to look elsewhere, possibly outside the village, for a similar facility. The proposals do not satisfy an evidential need in the Parish for this type of accommodation. The Parish Council question the adequacy of the access to the properties and the possible need for a pavement to serve the dwellings. If allowed the proposals will provide the applicant, and potential future applicants with similar buildings on similar sites, with the opportunity to circumvent Green Belt legislation by claiming that a site with timber stables is a previously developed site.**
- 4) 18/00416/OUT – Outline application for the erection of 6 detached dwellings following demolition of existing dwelling and stables including details of access, layout and scale. Latvian Consulate, Pemberton House Farm, Park Hall Road, Charnock Richard – **Resolved – No Objections provided the proposals meet all the relevant planning policy for development in Green Belt and fall within the percentage volume increases allowed for development of the site.**

- 5) 18/00379/FUL – Change of use to Veterinary Ophthalmic Clinic. Park Hall Hotel and Medieval Banqueting Suites, Park Hall Road, Charnock Richard - **Resolved** – **No Objections.**

16. Accounts

Accounts for Payment:

Mrs C A Cross	Salary – (Net)		£623.88
HM Revenue & Customs	Tax & NI due by Clerk	£104.12	
	NI due by Parish Council	£3.59	£107.71

Receipts:

Chorley Council	Precept 2018/19	£28000.00
Chorley Council	CIL Receipts to 31/3/18	£1209.46

Approval of the Annual Governance Statement and the Accounting Statements for the financial year ending 31 March 2018, the contents of which will form the basis of the Parish Council Annual Return to the external auditors, approved for submission. Acceptance of final bank reconciliation statement for the financial year ending 31 March 2018. **Resolved:** **That the aforementioned Accounts are approved payments and receipts. Resolved: That the Annual Governance Statement and the Accounting Statements for the financial year ending 31 March 2018, 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 2018.**

- 17. Lengthsman's Payment** - Work undertaken this month totals 150 Hours @ £8.50 per hour = £1275.00. **Resolved:** **Total Paid £1275.00.**

Next Meeting: Monday 4 June 2018

Members of the Public and Press are Welcome to Attend

Meeting Closed: 9.15 pm

Chairman:

Date:

REPORT 1

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

- a) Confirmation from Network Rail - litter picking request has been completed.
- b) Confirmation that the Licensing Act 2003 only allows for the Police or Environmental Health to object to temporary event notices.
- c) The driver of the Snap On Tools van will be spoken to about parking on Church Lane.
- d) Confirmation the ginnell from Church Lane to Lichen Close is not owned by Chorley Council.
- e) Copy correspondence from Borough Councillor Whittaker relating to the dangerous condition of the railway bridge on Chorley Lane.
- f) 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.