

CHARNOCK RICHARD PARISH COUNCIL

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Minutes of the Annual Meeting of the Parish Council held on Monday 9 May 2016 at 7.30 pm in the Parish Rooms, Charter Lane, Charnock Richard.

Present: Councillors A J Shaw, J Hill, Mrs J Ogden, Mrs A Bishop, Miss E Walmsley, A Cornwell, L Cheetham, M Almond, H Heaton and J Taylor. Also present Borough Councillor Leadbetter.

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)

Public present – enquired as to the function of the Police Commissioners. It was confirmed that they are elected to make sure that local police meet the needs of the community. Some members of the public present did not even know there was an election for the Police Commissioner, nor who the candidates were and, as this was the case did not even use their vote. It was suggested that some of the offices now in existence are as a result of the influence of other EU countries. It was reported that there is a lot of information online about who the Police Commissioner is, his duties and his responsibilities.

Borough Councillor Leadbetter – reported that he has reported the 3 dead/diseased trees which form part of the blanket TPO on the Mosses. Councillor Leadbetter enquired when the tree on Mill Lane was going to be removed. Councillor Heaton confirmed this will be done when the planters on Mill Lane are installed. Councillor Leadbetter has been informed that Story Homes will be commencing their consultation on the proposals for the Camelot site, towards the end of June.

Parish Councillors – reported that pot-holes have been filled on Preston Road. The Council will commend the workmen who undertook this work as they worked hard, worked well and worked fast to complete the job. Councillor Taylor confirmed that this work is known as pre-patching and is a prelude to surface dressing.

1. **Apologies** - Were received and accepted from Councillors Mrs Pilling (attending another meeting) and G Brennand (illness). Apologies were also received from BC Whittaker.
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 Heaton proposed Councillor Almond be appointed Chairman, this was seconded by Councillor Taylor - **Resolved: Councillor Almond be appointed Chairman of the Parish Council for 2016/2017.** The retiring Chairman thanked his colleagues for their support during his term of office and also for their good wishes and support when he was taken ill in office. Councillor Almond accepted the post of Chairman and signed his Declaration of Acceptance of Office. The newly appointed Chairman thanked Councillor Shaw for his hard work, determination and the benefit of his lengthy experience whilst acting as Chairman of the Parish Council.
4. **Appointment of Vice-Chairman & Declaration of Acceptance of Office** – It was suggested that, as Councillor Shaw had initiated and progressed a number of significant changes and projects in the Parish during his term of office as Chairman, it may be beneficial that he be elected Vice-Chairman so that he can assist in the ongoing progress and completion of some of these projects and changes. Councillor Mrs Ogden proposed Councillor Shaw as Vice-Chairman, this was seconded by Councillor Mrs Bishop - **Resolved: Councillor Shaw be appointed Vice-Chairman of the Parish Council for 2016/2017.** 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 the Clerk as his main point of contact.
- c) Chronicle Committee – Councillors Mrs Bishop, Miss Walmsley and Almond.
- d) Website Committee – Councillors Cheetham & Miss Walmsley
- e) Projects & Funding Working Party –Councillors Taylor, Mrs Pilling, Mrs 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/Community Futures – Cllrs Cornwell and Mrs Bishop.
 - 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) Villages in Partnership – Cllrs Shaw and Taylor.
 - d) Almshouse Trustees – Cllr Mrs Ogden
 - e) Community Centre Trust – Cllrs Heaton, Hill and Miss Walmsley.
 - f) Charnock Richard United Charities – Cllrs Hill, Shaw and Mrs Ogden.
 - g) Peter Lathom Charities – Cllr Hill.
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.**
8. **Approval of Timetable of Meetings 2016/2017 -** **Resolved:** **That the timetable be approved.**
9. **To Accept the Minutes of the Council Meeting held on 4 April 2016 -** The Minutes of the previous Meeting of the Parish Council held on Monday 4 April 2016 had been circulated in advance of the Meeting. **Resolved:** **The Minutes were accepted as a correct record and were signed by the Chairman.**
10. **Update on Matters Arising from previous Meetings for note by the Council:** Report 1 (page 6) – ACCEPTED.
11. **Correspondence and Information items requiring discussion or action:**
- a) Confirmation that Chorley Council will exchange the post mounted litter bin at the bottom of Town Lane for a large freestanding bin, at a one off cost of £250 to cover the cost of the bin, installation and subsequent servicing – **Resolved:** **The Council will proceed with the exchange**
 - b) Confirmation that, on the basis that Wigan Athletic FC has no financial or public liability responsibility with the creation of a permissive footpath across land owned by the Club, they would be willing to proceed – **Resolved:** **The Council will look into the cost of purchasing and erecting a kissing gate at the entrance/exit on Charter Lane. Councillor Mrs Bishop will ask the Countryside Rangers about the possibility of acquiring some of the small disc signs saying “concessionary footpath”. It was agreed that this will assist with the emptying**

of the bins on this route. The template form will be completed and sent to Wigan Athletic once initial enquiries and costings have been determined.

- c) Updated info. relating to the road scheme associated with development at, and at the r/o, 42 Chorley Lane, which will result in a need to reduce the width of Chorley Lane – **It was confirmed that the s278 agreement to say that the developer will pay for these works has not yet been signed. Some believe that the narrowing of Chorley Lane could possibly act as a natural traffic calming measure. It will be up to LCC to determine the adequacy of the access and the highway safety implications of the proposed access, as they are the highways authority and will hopefully ensure the narrowing is adequately signed.**
- d) Invitation to CPRE AGM on Friday 20 May, 10.30am, County Hall, Preston – **Apologies.**
- e) Letter of introduction from the Chairman/Founder of The Knights Trust in relation to the former Camelot Theme Park – **The Clerk has requested further information on this Trust but has received nothing to date. The Council will confirm that they would support this type of regeneration of the site, however, they have no funding to support this.**
- f) Correspondence, via Councillor Leadbetter, re: increased activity on Croston Lane, the increased volume of traffic, the speed at which they travel and different types of vehicles using the route – **The Council think that the landowner rents the site out, however, if it is a scrapyards it will need to be licensed. The Clerk will report this to Chorley Council Enforcement Officer.**
- g) Invitation to attend joint discussions arranged by Inspire about a Chorley Youth Zone - **Discussions confirmed that the Youth Zone in Blackburn has made a huge difference in the Community and that there are lots of varied things for the young people to get involved in. It was confirmed that Councillors Almond and Mrs Bishop will attend this meeting and will ask about transport to and from a youth zone from rural areas and, will ask where the funding is coming from to progress this project.**
- h) Notification from Chorley Council of the amendment of Chorley Council Regulation 123 List (2013) which relates to the list of infrastructure projects the Council intends will be, or may be, wholly or partly funded by CIL – **Nothing specific in Charnock Richard – Noted.**
- i) Suggestion from MisterWhat UK that a link be added from the Parish Council website – **Councillor Shaw confirmed that he has a link to MisterWhat UK on his business website and it is a useful and informative tool. The Clerk will forward the information to Councillors Cheetham and Miss Walmsley who will look into this and report back.**
- j) Info. from LALC – **Nothing specific to report.**
- k) Details of late items of correspondence received – i) Notification from LCC of changes in how and where they deliver services – **The Clerk will try to forward the information obtained when following the link to the LCC website.**

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

- 1) Councillor Cornwell reported that the bridleway from Charnock Richard to Coppull is in good order and that he has undertaken a litter pick along the footpath.
- 2) Motorists are parking on the grass verge at the junction of Dob Brow/Sharratts Path and flattening the daffodils. Councillor Heaton will approach the landowner about putting a planter on the grass verge and will report back.
- 3) It was reported that a couple of years ago LCC did some remedial work, and filled a hole which appeared on Church Lane, opposite the church gates. As the flooding at the junction of Charter Lane/Church Lane continues to be a problem, it may be that LCC actually filled in a culvert. The Council will request that LCC put a camera in the drain, from the Charter Lane/Church Lane junction down to the land at the rear of the bench at the Church Lane/Preston Road junction, as it may be that the old stone culvert has collapsed and is in need of repair.
- 4) There is an Arnold and Philips for sale sign at the Brook Lane junction.
- 5) Councillor Taylor reported that his direct contacts at Chorley Council for grass cutting have now either left or been made redundant and, that it will therefore be necessary to go through the Chorley Council contact centre in future.
- 6) Councillor Taylor asked whether it may be possible to include more historical information about the Parish on the website. There are still books available written by local historians, which could be sourced and used as the basis for the history of the Parish.

- 7) It was reported that the Bowling Green is closed for refurbishments and will re-open as part of a different chain of eating places in due course.
- 8) Councillor Mrs Bishop reported, a new group, “Charnock Voices”, who meet every other Wednesday in Church to sing. The next Meeting is 18th May. Information will be put on the website.
- 9) Councillor Miss Walmsley has created a facebook page “Charnock Richard Community”, to keep people informed about what is happening in the village through social media.
- 10) It was reported that there was a fire on Sharratts Path last night and all the dead Japanese Knotweed was set alight. The fire covered a large area and was fierce with the fire brigade attending. The residents on Sharratts Path were understandably concerned about their property. The Clerk will ask LCC to try to find the landowner if possible.
- 11) The Lengthsman was thanked for sweeping both ginnell's to Meadowlands/Lichen Close and for spading back the overgrowth on the footways on Church Lane from the ginnell up to Pole Green Nurseries.
- 12) The Lengthsman was also thanked for his quick response in attending to the preparation of the grass verge on Mill Lane.

13. Reports from Committees and Representatives on Outside Bodies – Nothing to report.

14. Best Kept Village Competition and Best Kept Garden Competition – Action required for both competitions – The Lengthsman will be asked to see if he can tidy the area around the substation near The Foxwood, to paint the cycle racks at the Hinds Head car park and to clean the bus shelter on Chorley Lane opposite the Hinds Head. Councillors are sure that the landlord at the Hinds Head will allow the Lengthsman to use water and mains electricity to clean the bus shelter with a pressure-washer. The Lengthsman will be asked to sow wildflower seeds where he suggested, on the s-bends on Chorley Lane. It was confirmed that once the planters are constructed on Mill Lane, Councillors will turn their attention to uncovering the partially buried milestone on Chorley Lane. It was confirmed that details of the Best Kept Garden Competition will be included in the Newsletter and will be put on the website.

15. Initial Observations on Responses Received from Consultation on Raising the Precept to Cover Loan Repayments in Support of a Community Centre Trust Funding Bid – Looking at the initial overall results collated by Councillor Taylor, it was felt that a 20% response from the whole of the Parish was quite poor and disappointing and, Councillors would like to hope that those who chose not to vote are in favour of saving this building. From the responses received it is evident that 84% of those are in favour of saving this building. Therefore, despite the low response rate there is an overwhelming majority of positive responses to support the Parish Council raising the Precept to pay loan repayments. The loan, and subsequent repayments, will only commence when the Community Centre Trust has secured a successful funding bid. The Parish Council will then apply for the loan, to whatever figure is required to make up 10% of the overall cost. From some of the comments received following this consultation it is apparent that there is a lack of understanding, and some confusion, over the functions performed by the Parish Council compared to those undertaken by Chorley Council or LCC eg: highway and footway repairs are undertaken by LCC not by the Parish Council. It would also appear that some respondents do not understand what the Community Centre Trust is trying to do. It was confirmed that the Community Centre Trust are hoping to make an application for major funding in the near future. It was therefore **Resolved: That, if/as/when the Community Centre Trust have submitted a successful funding bid to complete Phase I of refurbishments to the building, the Parish Council will commence the process to take out a loan for 10% of the overall costs to a maximum of a £50,000.00 contribution which, will also include money already budgeted towards these costs and held by the Parish Council for that purpose thereby reducing the loan amount required.**

16. Gateway Planting – Mill Lane – It was confirmed that new sleepers have been purchased, 2 of the 4 planters are now in situ and work to construct the remainder will follow shortly. The tree on Mill Lane needs to be dug out or cut down, whichever is most appropriate. Wildflower seeds will be

sown, with seed being purchased from Pole Green Nurseries. Councillor Heaton confirmed that the top soil at the Cricket Club can be used to fill the planters, it will require transporting to Mill Lane.

17. Mossie Close Phase III Project – Suggestions for inclusion in the Phase III consultation. The Clerk has requested a number of play equipment brochures. Ideas such as a zip-wire, exercise equipment for older people, a MUGA or, a combination of these, would be appropriate as a basis for consultation. The Clerk will enquire whether Coppull PC have had any incidents or problems with their zip-wire and, will check with the Insurance company whether there are any more insurance implications for this type of equipment.

18. Current Position following Taylor Wimpey Community Engagement Exercise – The Clerk confirmed that an outline planning application for up to 90 homes, a community shop, car parking, new accessible public spaces and associated infrastructure, is likely to be submitted on or around 27th May and will probably go to Chorley Council Planning Committee in September or October.

19. Parish Council Newsletter – Items for inclusion – A summary of the Annual Report, the financial statement, list of Councillors, timetable of Meetings, current position with Taylor Wimpey proposals, current position with Story Homes proposals, Scarecrow Festival 10th & 11th September 2016, Best Kept Garden Competition and Best Kept Village Competition. A small piece outlining the outcomes of the consultation about the Community Centre, Phase III of Mossie Close, Phase I Orchard Gardens, Planters on Mill Lane and the Concessionary Footpath to the former golf course. Draft to be approved at the June Parish Council Meeting for printing and distribution in July.

20. Planning – The Council made observations on the following applications:

- 1) 16/00316/FUL – Proposed 2 No. detached houses and associated detached garages. Land adjacent 94 Chorley Lane, Charnock Richard. **Resolved – No Objections.**
- 2) 16/00327/REM – Reserved matters application for a pair of semi-detached-two-storey dwellings (pursuant to outline permission re: 15/00863/OUT). 27 Charter Lane, Charnock Richard. **Resolved – No Objections.**
- 3) 16/00382/FULHH – Demolition of existing garage and shed and erection of a replacement garage and rear detached games room. 19 Church Lane, Charnock Richard. **Resolved – No Objections.**
- 4) 16/00334/ADV – Installation of advertising hoarding attached to trailer. New Park Hall Farm, Back Lane, Charnock Richard. **Resolved – The Parish Council object to the proposal to install an advertising hoarding attached to a trailer as they feel that the signs are a distraction to motorists, they are unsightly, and they constitute inappropriate development in the Green Belt.**
- 5) 16/00366/FUL – Removal of workshop and storage containers and erection of one detached dwelling. White Friars, Park Hall Road, Charnock Richard. **Resolved – No objections provided the proposals comply with all the relevant planning criteria required for this type of development.**

21. Accounts

Accounts for Payment:

Rustic Touch	Sleepers for planters at Mill Lane	£662.40
Aon UK Limited	Annual Insurance Premium (2/3) – Unpaid as querying the amount	
E.on	Electricity use at the Telephone Kiosk	£11.29
Mrs C A Cross	Salary – (Net)	£621.68
HM Revenue & Customs	Tax & NI due by Clerk	£106.32
	NI due by Parish Council	£7.18
		£113.50

Receipts:

Chorley Council	Precept 2016/17	£28000.00
Chorley Council	CIL Receipts	£3758.31

Resolved: That the aforementioned Accounts are approved payments and receipts.

Resolved: That the Financial Accounting Statement and Annual Governance Statement for the year ending 31 March 2016, 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 Bank Reconciliation Statement for January-March 2016.

The Clerk will ask whether the CIL money received can be used towards Phase I of the Orchard Gardens project, creating the car park.

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

Next Meeting: Monday 6 June 2016

Members of the Public and Press are Welcome to Attend

Meeting Closed: 9.35pm

Chairman:

Date:

REPORT 1

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

- a) Poster notification of temporary changes to the Emergency Department at Chorley Hospital – due to significant staff shortages, from Monday 18 April the emergency department will be temporarily replaced by an urgent care service at the Urgent Care Centre at Chorley Hospital which will be open between 8am and 8pm.
- b) Posters requesting nominations for the Chorley Civic Society Awards 2016.
- c) Copy confirmation to CC Holgate that his enquiry for the gully sucking schedule has been passed to the appropriate officer who will respond in due course.
- d) Confirmation issue reported on public footpath 12 – Parker in the Fields – will be investigated.
- e) Acknowledgement of your application for wildflower seeds from the Bee Cause Team at Friends of the Earth, which is being assessed.
- f) Notification of Final Recommendations of the Electoral Review of Lancashire available at: <http://www.lgbce.org.uk/current-reviews/north-west/lancashire/lancashire-county-council>
- g) Request that if a position becomes available on the Parish Council, Mr Jamie Grimshaw would be interested in helping.
- h) Notification of Chorley Council “Use of Taxis Consultation”.
- 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.