

HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday 9 April 2020 at 7.30 pm

To be conducted by Zoom on line teleconference facility and email due to the corona virus

AGENDA

Attendance and Apologies:

Declaration of any pecuniary interests:

Members are reminded of their responsibility to declare any pecuniary or other interest in respect of any matter contained in this Agenda. If you have such an interest, you must withdraw from the meeting at that point. Normally 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 improperly to influence a decision on the matter.

1. **Minutes of 19 March 2020:** Proposed: Seconded:

2. Matters Arising:

- a. Red kiosk, Rawlinson Lane: HCPC signed Adoption Agreement & £1 cheque posted to BT.
- b. Outcome of LCC Champions grant awaited under LCC 20/21 budget before a decision can be taken on whether and where to locate an AED in the Parish.
- c. Skip- Clean up event, Saturday 4 April from 9am-1pm – cancelled due to corona virus
- d. Update from the Adlington and District Community Centre AGM, Monday 9 March from Cllr Maidment
- e. Chorley Liaison meeting, Wednesday 18 March – cancelled due to corona virus
- f. Borough Clerks' Liaison meeting, Thursday 19 March - cancelled due to corona virus

3. Planning: (site and plan proposals by email)

- a. **20/00163/FUL:** Erection of 1no. single storey dwelling, following the demolition of existing outbuildings at Mon Abri, Bolton Road, PR7 1AZ
- b. **20/00170/FUL:** Erection of two 2no. detached bungalows, following the demolition of existing shed on land 50m south of 3 Mercer Court, PR7 4EE
- c. **20/00214/FULHH:** Single storey rear extension and creation of parking area to front (following demolition of existing chimney and bay window to rear) at Sunnybank, Bolton Road, PR7 4AJ

4. Community Matters:

- a. Rawlinson Lane Red Kiosk Management Agreement between HCPC and Residents. This is signed pending the return of the Adoption Agreement from BT and a decision on its possible future use.
- b. Dates for HCPC meetings in 2020/21 – To be agreed (proposed as attached assuming retention of Thursday meeting date)
- c. Parish Councillors confirmation of their service until April 2021 given the cancellation of the Local Elections due to corona virus and the next steps to advertise for co-optee(s).
- d. Proposed location for an additional plaque to comprise 4 names omitted from the Adlington and District War Memorial for agreement (Email and photo enclosed)

5. Financial Update:

- a. **Balance at Bank:** £5,467.03 at 25 March 2020 Bank Statement
- b. **Approved expenditure debited in the March statement:**
 - i. Clerk Salary (March 2020) – £276.22
 - ii. Clerk Expenses (February 2020): Administration = £0 & mileage £9.25. Total = £9.25
 - iii. Delivery of HCPC Annual Newsletter - Lucy Snape – £200.00
- c. **Approved expenditure still to be debited from 2019/20 year-end accounts:**
 - iv. HMRC tax on Clerk's salary – quarter 3 - £207.40
 - v. The Print Quarter – Printing of HCPC Annual Newsletter - £169.00
 - vi. BT Payphones for adoption of Red Kiosk, Rawlinson Lane - £1.00
- d. The **2019/20 VAT HCPC reclaim** submitted to HMRC for: £332.31
- e. Estimated balance at 31 March 2020 = £5,421.94 (once figures in 6 c and d are included)
- f. The timetable for the preparation of year end accounts and submission to the external auditor is delayed and subject to review and confirmation due to corona virus
- g. Chorley Council to confirm 20/21 precept and top-up grant due to be paid to HCPC
- h. **2020/21 financial year: Items to be authorised for payment on the 9 April 2020:**
 - vii Clerk Salary (April 2020) – Estimated at £280.33 (TBC by APL Accountants Ltd)
 - viii. Clerk Expenses (March 2020): Administration- stamps = £10.10 & mileage £8.75. Total = £18.85

6. Correspondence:

- a. The Winter Stakeholder Bulletin last edition for 19/20 year (attached)
- b. Consumer Alerts, March 2020 (attached)
- c. HCPC support from Cty Cllr Kim Snape: LCC 52695 to resurface both roads at the junction of Wigan Lane and Bolton Road (see email)
- d. HCPC support from Cty Cllr Kim Snape: LCC 52633 to resurface the A673 at the junction of Rawlinson Lane and Chorley Road (see email)
- e. Resident enquiry re.severe flooding of Bridleway at rear of 18 Olde Stone Heath Court after partial infilling of drainage ditch by contractor during repair works: reported to LCC
- f. Nomination requested for the Queen's Award for Voluntary Service (QAVS) – (see email)

7. Any Other Business

8. Date of Next Meetings: to be held by teleconference and email until further notice:

Thursday 7 May at 7pm for Parish Annual General Meeting; Parish Annual Meeting and Parish monthly meeting 7.30pm and Thursday 11 June at 7.30pm.

Christine Bailey,
HCPC Clerk,
3.4.2020