

## HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday 6 August 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 11 June 2020:** Proposed: Seconded:

#### 2. Matters Arising: not on the Agenda

a. Lower Rawlinson Lane residents given copy of signed Management Agreement, BT's maintenance guidelines and notice of ownership transfer from BT to HCPC. An adoption notice has been displayed inside the kiosk.

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

##### For Comment

a. **20/00632/FULHH:** Single storey rear extension and single storey side/rear extension at Copperbeech, 2 Olde Stoneheath Court, PR6 9EH

b. **20/00495/FULHH:** Conversion of existing garage into habitable accommodation and provision of additional parking to front at 10 Field Spring Gardens, PR7 4AF.

##### Decisions - Consent granted for:

c. **19/01115/FUL:** Erection of 1no. dwelling (following partial demolition of existing stables buildings and demolition of buildings) on land 300 m NE of Holland Fold Farm, Long Lane – *Officer Report attached for discussion*

##### Decisions - For information

d. **20/00170/FUL:** Erection of 2no. detached bungalows, following the demolition of existing shed at land 50m south of 3 Mercer Court, PR7 4EE

e. **20/00308/FUL:** Erection of an agricultural building and construction of an access track from existing highway access on Back Lane on land adjacent to Gillette Playing Fields at Weavers Brow

f. **20/00163/FUL:** Erection of 1no. single storey dwelling, following the demolition of existing outbuildings at the rear of Mon Abris, Bolton Road, PR7 4AZ

#### 4. Community Issues

a. Update from Cllr Carpenter on the initial proposals and timetable for re-design of Parish website to comply with accessibility legislation effective from 23 September 2020.

b. Notice from Adlington Town Council of the award of a grant by the Community Foundation for Lancashire (CFL) Covid 19 programme to support families in financial hardship referred by local schools to Living Waters Church (LW) Storehouse for food parcels initially during the school holidays.

c. Future HCPC meetings: NALC/SLCC check list as at 4 July 2020 for local councils (circulated)

## **5. Financial Update:**

- a. **Balance at Bank:** £12,738.14 at 24 July 2020 Statement with LCC FP grant 20/21 of £500.
- b. **Approved expenditure debited since 11 June 2020 meeting:**
  - i. Adlington in Bloom 50% contribution to New Road planting - £12.58
  - ii. Clerk Salary (June 2020) – £288.82
  - iii. Clerk Expenses (May 2020): Admin:postage £3.66 & mileage £6.75. Total = £10.41
  - iv. Re-imburement of Heart Internet costs: Parish web hosting annual fee £57.46 and Clerk email annual premium mail box renewal - £12.00
  - v. Adlington in Bloom 2020/21 annual donation - £200. AiB has acknowledged its receipt.
  - vi. HMRC PAYE on Clerk's salary: April – June, Quarter 1- £184.80
  - vii. Annual Donation to Shop Mobility - £50
- c. **Approved expenditure still to be debited from 2019/20 year-end accounts:**
  - iv. BT Payphones for adoption of Red Kiosk, Rawlinson Lane - £1.00
- d. **Expenditure for approval at 6 August 2020 meeting**
  - vi. Clerk Salary (July £350.42 and August 2020 £350.42) – £700.84
  - vii. Clerk Expenses (June and July 2020): Admin:£0.00 & mileage £8.25. Total = £8.25
- e. **Review revised Risk Management Register** – attached
- f. **Review Asset Register 2019/20** updated for adoption of Red Kiosk, Rawlinson Lane – attached
- g. **HCPC CIL Report for 2019/20** – Nil return - attached
- h. **Report from APL Ltd as Internal Auditor** – to follow.
- i. **HCPC Annual Governance Statement 2019/20** – to follow
- j. **HCPC Accounting Statement 2019/20** – to follow
- k. **Certificate of Exemption 2019/20 – approval for external auditor** – to follow
- l. **Timetable for public display & submission of Parish accounts** for external verification, Monday 17 August 2020 – Friday 2 October

## **6. Correspondence:**

- a. Local Government Association: Introduction and Model Member Code of Conduct Consultation till 17 August 2020 - (attached)
- b. In the Boro July 2020 – previously circulated
- c. Consumer Alerts from LCC Trading Standards, July 2020 – (attached)

## **7. Any Other Business**

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

Thursday 17 September 2020 and Thursday, 8 October 2020.

Christine Bailey,  
HCPC Clerk, 2.8.2020