

## HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday 7 May 2020 at 7.30 pm

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

### AGENDA – Updated items in red at a 7 May 2020

#### 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 9 April 2020:** Proposed: Seconded:

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

a. LCC update: enquiry about severe flooding of Bridleway at rear of 18 Olde Stone Heath Court after partial infilling of drainage ditch by contractor during repair works

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

a. **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 Gillett Playing Fields, Weavers Brow

b. **20/00370/FULHH:** Erection of a two storey side extension (following demolition of existing detached garage) at Rose Cottage, Back Lane, PR6 9DW.

#### 4. Community Matters:

a. Rawlinson Lane Triangle: A resident has requested a low level protective fence /posts to protect HCPC site from a perceived threat of parking of travellers caravans in part due to recent developments on land adjacent to the south entrance to Duxbury Park, Wigan Lane.

**Letter from Asim Khan, Chorley Council's Director, Customer and Digital for Rawlinson Lane residents (enclosed).**

b. Dates for HCPC meetings in 2020/21 – Proposed change to ensure guaranteed room availability if required from Thursday 10th September to either 3<sup>rd</sup> or 17<sup>th</sup> September-TBA

c. NWS has said it will pursue an AED at Fredericks as its preferred option. A mobile defibrillator cannot be registered.

d. Applications for Parish Councillor vacancy: **two enclosed, one received after the deadline. Both enclosed. FYI.**

#### 5. Financial Update:

a. **Balance at Bank:** £13,191.90 at 24 April 2020 Bank Statement to include 2020/21 precept

#### b. Approved expenditure debited in the 24 April statement:

i. HMRC tax on Clerk's salary – quarter 3 - £207.40

ii. PAYE underpayment in 2019/20 -£10.00

iii. Clerk Salary (April 2020) – £288.88

iv. Clerk Expenses (March 2020): Administration- stamps - £10.10 & mileage £8.75. Total = £18.85

#### c. Approved expenditure still to be debited from 2019/20 year-end accounts:

v The Print Quarter – Printing of HCPC Annual Newsletter - £169.00

vi. BT Payphones for adoption of Red Kiosk, Rawlinson Lane - £1.00

d. Chorley Council 20/21 precept and top-up grant paid to HCPC - £8,250

e. VAT 2019/20 reclaim of £332.31: payment awaited

f. The 2019/20 revised timetable for the preparation of year end accounts, submission to the external auditor, with the 30 day public notice starting on or before 1 September 2020

**g. Items to be authorised for payment on the 7 May 2020:**

vii Clerk Salary (May 2020) – Estimated at £288.88 (TBC by APL Accountants Ltd)

viii. Clerk Expenses (April 2020): Administration £2.99 & mileage £9.25. Total = £12.24

ix. Annual Donations due in May 20, based amounts included in 2019/20 Parish budget:

- Adlington in Bloom - £200 – requested payment deferral till activity restarts
- Adlington Lunch Club - £100 - requested payment deferral till activity restarts
- North West Air Ambulance - £200
- Shop Mobility - £50

**6. Correspondence:**

a. Central Lancashire Memorandum of Understanding (MOU) and Statement of Co-operation: Following approval by all three Central Lancashire Councils, the MOU became effective in April 2020

b. Notice of cancellation of Bolton Ironman Race, July 2020

**7. Any Other Business**

a. LCC Highways resurfacing programme, May- August 2020 - enclosed

b. LCC Footpath maintenance grant application due by 1 June 2020

c. Covid 19 Advice note for local councils using online teleconference facilities - enclosed

**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,

1.5.2020