

HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday 9 April 2020 at 7.30 pm in

Due to the corona virus the business was conducted on line by Zoom teleconference facility

Draft Minutes

Attendance:

Cllrs Graham Ashworth (Chair), David Carpenter, Richard Cornes, Kathleen Maidment, Robert Darbyshire, County Cllr Kim Snape and Christine Bailey, Parish Clerk.

Apologies Cllr Ian Oakes (Vice Chair)

Declarations of Interest: None.

1. Minutes of 19 March 2020: These were proposed by Cllr Carpenter, seconded by Cllr Darbyshire and will be signed by Cllr Ashworth.

2. Matters Arising:

It was noted that:

- a. BT will arrange to take the telephony equipment out of the kiosk on Rawlinson Lane and return the signed Adoption Agreement to HCPC.
- b. LCC will consider the Champions Grant application for a contribution towards the cost of a Defibrillator cabinet under its 20/21 budget. Subject to the outcome, HCPC will decide whether it can afford to provide an additional AED within the Parish. Cllr Carpenter suggested a portable AED which the Parish Council could maintain to loan out for community activities. Cllr Maidment agreed to put some ideas together on how this might be made to work for discussion with North West Ambulance Service. **Action: Cllr Maidment**
- c. The Skip- Clean up event was cancelled due to corona virus.
- d. Cllr Maidment was unable to attend the Adlington & District Community Centre AGM.
- e. The 18 March Chorley Liaison meeting was cancelled due to corona virus.
- f. The Borough Clerks' Liaison meeting was cancelled due to corona virus.

3. Planning:

a. **20/00163/FUL:** Erection of 1no. single storey dwelling, following the demolition of existing outbuildings at Mon Abri, Bolton Road, PR7 1AZ. The Parish Council commented in respect of the previous application 18/00306/FUL: Erection of one 4 bed single storey dwelling, following demolition of an outbuilding which was refused consent and on 19/00637/FUL as a revised proposal for a smaller 3 bedroomed single storey property with two parking spaces. The site is a proposed backland development of a large garden in the greenbelt to the rear of four existing properties on Bolton Road. The site has direct access from a single track unadopted road which joins the A6 in a very busy position due to traffic from Fredericks Ice-cream parlour and the proximity to the traffic lights at the junction of the A6 and Wigan Lane. The proposal is for one property to replace the existing non-residential outbuildings. Infilling is permitted under Policy BNE 5 providing that the proposal does not have a materially greater impact than the existing use on the openness of the Greenbelt. The style of the proposed property is not considered to be in keeping with the adjacent properties or the local area. It would be detrimental to the street scene. HCPC is concerned to protect the Greenbelt from residential development and to maintain its openness. If this proposal is granted the Parish Council it would set a precedent which might encourage further proposals for backland development in this locality. The Parish Council considers that the views of neighbouring residents should be considered and the Local Planning Authority should assess the likely impact of the proposal and its compliance with current planning policy.

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. This is a long, narrow site which has been created by the filling-in of the Old Ellerbeck Siding. It is at the rear of Mercer Court and at the side of the existing railway line. Given that two three-bedroomed bungalows each with a garage are proposed, this seems an overdevelopment of the site, with very limited space left around each building for vehicular access and garden area. The Parish Council agrees with LCC that the access to the site and available parking is restricted by the tightness of the site, and permitted development rights might need to be restricted or be made subject of future planning consent.

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. The Parish Council believes that the Planning Authority needs make sure the proposal is within the 50% increase in volume that is permitted in the Local Plan and the views of neighbouring properties should be taken into account before determining this application.

4. Community Matters:

a. It was noted that the Rawlinson Lane Red Kiosk Management Agreement between HCPC and Residents has been signed; Cllr Darbyshire said he would want to be part of the Group. A copy of the signed agreement will be given to each household once BT returns the Adoption Agreement. Residents can then proceed to clean the box and possibly lock it until a decision on a future use can be taken.

b. The draft dates for HCPC meetings in 2020/21 were agreed to retain Thursday as the meeting day as preferred by the majority of Parish Councillors.

c. All six Parish Councillors confirmed the continuation of their service until April 2021 given the cancellation of the Local Elections due to corona virus. It was agreed that the existing vacancy would be filled on a co-opted basis till the next local election in May 2021. The Clerk will arrange to advertise the vacancy with a closing date of Tuesday, 5 May for applications to be considered as soon as practical.

d. The Advice note issued by Chorley Council was discussed to enable Parish Council meetings to continue online, to allow members of the public to join in on a remote access basis, and although the annual meeting could be postponed, the Parish Council agreed to continue the meeting calendar as planned by using online facilities. Parishioners should continue to contact the Parish Clerk to raise any concerns and/or to request online access to raise matters directly with the Parish Councillors whilst the restrictions on personal movement are in place. Parish meetings may continue in this way until 7 May 2021 if necessary to keep people safe.

d. The proposed location of an additional plaque to comprise 4 names omitted from the Adlington and District War Memorial was discussed. The step riser was not considered suitable. Instead new plaques below the previous additional plaques to add names that have been inadvertently omitted were proposed. The Chairman offered to join in a site visit if required when appropriate to do so.

5. Financial Update:

It was noted that the:

a. **Balance at Bank:** £5,467.03 as 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 with cheques 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. Estimated year-end balance at 31 March 2020 = £5,079.63 once the cheques listed in 6c above are debited and following the payment of the shortfall of PAYE (approved as item h vii below).
- e. The Parish Council has been notified of the delayed 19/20 timetable for the release of the forms, the preparation of year end accounts and their submission to the external auditor. This will be agreed and announced once the corona virus measures can be lifted.
- f. The **2019/20 VAT HCPC reclaim** has been submitted to HMRC for: £332.31. Once approved by HMRC, the VAT reclaim will count as additional income in 2020/21.
- g. It was noted that Chorley Council has yet to confirm the 2020/21 precept and top-up grant due to be paid to HCPC.

h. Items to be authorised for payment on the 9 April 2020: within the 19/20 financial year:

- vii Shortfall on HMRC on Clerk's PAYE due at Q3 for 19/20 as advised by APL Ltd of £10.00

Within the 2020/21 financial year:

- viii. Clerk Salary (April 2020) – £288.88 (confirmed by APL Accountants Ltd)
- ix. Clerk Expenses (March 2020): Administration- stamps = £10.10 & mileage £8.75. Total = £18.85
- x. Adlington in Bloom- Invoice dated 7 April 2020 for expenditure on plants for New Road planter split jointly between HCPC and APC at £12.58 each and the request to delay the award of an annual donation until further notice and when the volunteers can operate again.

6. Correspondence:

- a. The Parish Council noted the Winter Stakeholder Bulletin dated 3 April 2020 as the last edition for 19/20 year.
- b. The Parish Council noted the Consumer Alerts, March 2020.
- c. The Parish Council agreed to support the request from Cty Cllr Kim Snape: LCC 52695 to resurface both roads at the junction of Wigan Lane and Bolton Road.
- d. The Parish Council agreed to support the request from Cty Cllr Kim Snape: LCC 52633 to resurface the A673 at the junction of Rawlinson Lane and Chorley Road.
- e. The Parish Council considered the resident enquiry following the severe flooding of the Bridleway at rear of 18 Olde Stone Heath Court after a contractor partial filled in a drainage ditch by during recent repair works. Cty Cllr Snape has reported this to LCC and the Foot Path Officer is due to assess this concern using photographs that the resident took when the water level was at its highest.
- f. The Parish Council noted the request for nominations for the Queen's Award for Voluntary Service (QAVS) which has to be submitted by 13 September 2020. The Clerk will ask for an application form.

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 at 7pm; Parish Annual Meeting at 7.15pm and Parish monthly meeting 7.30pm and Thursday 11 June at 7.30pm.

Christine Bailey, HCPC Clerk, 20 April 2020