

HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday 11 June 2020 at 7.30 pm in

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

Minutes

Attendance:

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

Apologies Cllr Ian Oakes (Vice Chair)

Declarations of Interest: The Clerk declared an interest in item 5a as she knows one of the applicants. She did not take part of how HCPC might take forward improving the compliance of the Parish website to meet the Government's Accessibility and GDPR Legislation.

1. Introduction Cllr Patricia (Tricia) Power was welcomed to her first meeting. She has lived in the Parish for many years. She said she will bring local knowledge and an interest in the community to help the Parish Council to represent their concerns and interests and to promote the Parish.

2. Minutes of 7 May 2020: These were proposed by Cllr Carpenter, seconded by Cllr Darbyshire and will be signed by Cllr Ashworth.

3. Matters Arising

a. LCC has accepted HCPC's Public Footpath Maintenance Report and map outlining work done during 2019/20. The 20/21 application for £500 grant and way-marking signs has been approved. The remittance invoice has been received for payment into the account from 2 June 2020.

b. The telephone equipment has been removed from the Rawlinson Lane kiosk box. BT has not yet cashed the £1 adoption fee cheque. The signed Adoption Agreement is awaited from BT. **Action:** The Clerk will inform residents. The adoption notice will be displayed in the kiosk as requested by BT.

c. Wet ground conditions have prevented Cllr Darbyshire from pruning the hedge at Rawlinson Lane in spring. This will be done from September onwards. **Action:** Cllr Darbyshire

d. Shaw's Trust, Adlington & District Community Centre and Chorley Council have all been advised of the change to the Parish Council's representatives for 2020/21 as agreed at the AGM.

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

a. **20/00393/FUL:** Erection of an outbuilding and change of use of residential dwelling (Use Class C3) and attached field to mixed use as residential (Use Class C3) and dog boarding, sitting, walking and exercise area (Sui Generis) at Hallsworth Manor, Long Lane, PR6 9EG. This is a retrospective application for consent. The outbuilding is constructed and the use has been started according to the application form between mid-2018 and late 2019. The Parish notes that LCC as the Highways Authority has accepted the one-way entrance and exit system, and parking to manage vehicle flow to reduce congestion which might have been a concern for some neighbouring properties. In principle the proposed use is considered compatible with the Greenbelt location. The Parish Council asks that if Chorley Council does give consent it should be conditioned for this specific purpose only and no other to protect the character and the openness of the Greenbelt in future.

b. **20/00423/FULHH:** Single storey rear extension at Corner Croft, Wigan Lane, PR7 4DD. The Parish Council has no objection to this proposal which is at the rear of the property.

c. **20/00383/FULHH:** Two storey side extension following demolition of conservatory, single storey front extension and formation of new vehicular access at Rawlinson House, 3 Mercer Court, PR7 4EE. The house and garage was initially approved in August 1987. Application 06/00593/FUL for a first floor extension above the garage was approved on 7 July 2006. Given this previous extension, the

Parish Council is concerned that the current proposal might exceed the overall maximum 50% volumetric increase set out in the approved Local Development Plan. The Parish Council believes that the Local Planning Authority should take this into consideration when determining this application as well as the views of neighbouring properties.

5. Community Issues

a. The Parish website does not comply with legislation effective from 23 September 2020 in terms of accessibility for people with disabilities and/or using a tablet or phone nor is it a cyber secure site. The Parish has to use 'best endeavours' to comply and should also display an accessibility statement. Three alternative cost options were discussed and whether the web hosting supplier should be changed to reduce the annual cost which will increase once the changes are made. **Action:** Cllr Carpenter agreed to design a compliant website by the August meeting to be in use by the deadline.

6. Financial Update:

a. The balance at the bank was £13,054.21 at 22 May 2020 bank statement. This includes the 2019/20 VAT reclaim of £332.31, but not the LCC Footpath Grant. It was noted that:

b. Approved 2019/20 expenditure debited in the 22 May 2020 statement:

- i. The Print Quarter – Printing of HCPC Annual Newsletter - £169.00
- ii. Clerk Salary (May 2020) – £288.76
- iii. Clerk Expenses (April 2020): Administration £2.99 & mileage £9.25. Total = £12.24

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. Items authorised for payment on the 7 May 2020 but not debited at 22 May 2020:

v. Annual Donations:

- North West Air Ambulance - £200
- Shop Mobility - £50, although the receipt of this donation has been acknowledged.

e. These items of expenditure were approved at 11 June 2020 meeting:

- vi. Clerk Salary (June 2020) – £288.82 as confirmed by APL Accountants Ltd
 - vii. Clerk Expenses (May 2020): Admin: postage £3.66 & mileage £6.75. Total = £10.41
 - viii. HMRC PAYE on Clerk's salary due for payment before 19 July: April – June, Quarter 1- £184.80
- Re-imbursment of invoices paid by Clerk on her own credit card to Heart Internet:
- ix. Parish web hosting annual fee net - £47.88, plus Vat £9.58, Total £57.46
 - x. Clerk email annual premium mail box renewal -£10.00, plus Vat £2.00, Total £12.00

7. The following correspondence was noted:

- a. LCC social distancing arrangements for the re-opening of waste and recycling centres.
- b. The cancellation of the Neighbourhood Area Meetings scheduled for June and July 20.
- c. LCC funding approved to repair the reservoir retaining wall on Bolton Road, Anderton.
- d. The guidance for nominations for the 2021 Queen's Award for Voluntary Service.

8. Any Other Business

- a. Chorley Council's request for support to prevent children going hungry during the summer holidays. HCPC agreed to work with ATC. Cllr Power said she would like to be involved.
- b. A report of recent anti-social behaviour in Rawlinson Lane was noted.

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

Thursday 6 August at 7.30pm and Thursday 17 September 2020.

Christine Bailey,

Parish Clerk,

17 June 2020