

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 13 January 2011, at the Community Centre, Railway Road, beginning at 7.30. (Clerk)

1/11 Apologies: None

2/11 Present: Cllrs Howard, Ashworth, Davison, Hendrickson, Seddon, Styles and Oakes; 4 residents of the Parish.

3/11 Open Forum

A presentation on the Local Development Framework; Suggested Sites for Chorley, was given by David Porter and Stephen Lamb. There was discussion about the land off Babylon Lane, designated as safeguarded. This will go into the next phase of the consultation and comments are invited. Preferred Options will be published summer 2011. There was further discussion about the LDF in general. Mr Porter, Mr Lamb and residents then left the meeting.

Cllr Howard wished members a happy new year, and extended a welcome from the Chair to Cllrs Hendrickson and Seddon.

4/11 Police matters:

PC Lee has been working at Bamber Bridge.

5/11 Minutes: Proposed by Cllr Styles, seconded by Cllr Oakes that the minutes of the last meeting be passed as a correct record.

6/11 Matters arising:

6/11:1 Parish Plan deferred pending advice to be issued.

6/11:2 Signs

The 50 mph sign (Rawlinson Lane) has been corrected and the 30mph sign Long Lane, is working.

6/11:3 Bench at New Road

Site has been marked out by Malachy Gallagher (Chorley Council) in agreement with Cllr Appleyard and Maureen Price (Anderton PC), Cllr Hendrickson and the clerk.

6/11:4 SPID

Anderton PC asked whether Adlington and Heath Charnock would be interested in purchasing a SPID. Neither council wished to do so.

6/11:5 Contribution to Band cost

A letter of thanks was received from Adlington TC for the donation towards the cost of the band on Remembrance Day. Cllr Davison wished to place on record that he deplored this charge.

6/11:6 Housing survey

Questionnaires have been sent out to half the households in the parish. It was felt that the questions were intrusive.

7/11 Precept After discussion, and consideration of commitments for the rest of the year, it was resolved to retain the precept at £5,750, and to increase the clerk's salary by £20 a month from April.

8/11 Planning

8/11:1 Permission granted:

10/00665/TPO, 15 Olde Stoneheath Court, pruning of 2 trees.

10/0069/TPO, 11 Olde Stoneheath Court, pruning and felling of trees.

10/00876/TPO, 81 Rawlinson Lane, felling pf poplar.

10/00894/FUL, Linesmans Cottage, Long Lane, single storey extension to kitchen.

10/00978/FUL, 155 Chorley Road, single storey rear extension

8/11:2 Permission refused:

10/01022/FUL, *Appenzell*, ancillary accommodation.

8/11:3 Appeal refused:

8 Waterford Close, certificate of lawfulness for conversion of hipped roof to gable.

8/11:4 New applications:

10/01049/FUL, 153 Chorley Road: 2-storey rear extension. No objection.

10/01073/FUL, *Bell Reno*, Bolton Road: demolition of outbuilding and replacement with physiotherapy suite. No objection.

11/00015/FUL 101 Rawlinson Lane: new rear dormer and roof. No objection.

9/11 Naming a cul-de-sac

It was confirmed by Johnathan Barclay, Chorley Council, that a new street name will not be applied to the access to a new property off Chorley Road.

10/11 Representations

Adlington & District Community Association: attended by Cllrs Styles and Hendrickson and the clerk.

Cllr Hendrickson attended the Luncheon Club Christmas dinner and conveyed season's greetings from the parish council to the guests and volunteers.

11/11 Accounts Cllr Oakes proposed, Cllr Davison seconded that the following be passed :

Lancashire Wildlife Trust subscription £60

Clerk's salary for December and January 500+ expenses £15.84.

The balance @ Yorkshire Bank at 24 December was £4,963.44

12/11 Tree Warden

A tree on the Bramblewood site could potentially threaten power lines. This was reported to Electricity North West.

13/11 Correspondence

Rivington & Blackrod Grammar School Foundation. A letter was received regarding representation. It was decided that the parish council does wish to continue its association with the Foundation, and Cllr Seddon was appointed representative.

Chorley Council: borough/parish liaison. To be attended by Cllr Styles.

Chorley Council: Mayor's Charity Ball

LCC: notice of closure of Back Lane, 7 February.

LCC: Locality Working

Royal British Legion: Poppy Party Weekend

SELRAP: *Craven Rail*

Clerks & Councils Direct January issue

14/11 A.O.B. Cllr Seddon commented on the unsatisfactory way that LCC Highways had dealt with the heavy snow in December. To be reported to LCC, together with a reminder that a depression is forming in, Chorley Road, where a cavity opened in 2008.

There being no further business, the Chairman declared the meeting closed at 9.45.

Future meetings: 10 February, 17March, 14 April, 19 May, 16 June

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 10 February 2011, at the Community Centre, Railway Road, beginning at 7.30.

E. Woodson (Clerk)

15/11 Apologies: None

16/11 Present: Cllrs Howard, Ashworth, Davison, Hendrickson, Seddon, Styles and Oakes; Ms Chamberlain

17/11 Police matters:

The 50mph speed limit on Long Lane to be enforced after PC Lee has had further training.

18/11 Minutes: Proposed by Cllr Oakes, seconded by Cllr Ashworth that the minutes of the last meeting be passed as a correct record.

19/11 Matters arising:

19/11:1 Parish Plan: A model plan to be received by early March.

19/11:2 Signs

The 50 mph sign (Rawlinson Lane) has been corrected and the 30mph sign Long Lane, is working. Cllr Howard reported that the sign at Weavers Brow is not working.

19/11:3 Bench at New Road

The bench is now in place. Snowdrops to be purchased via the gardening course tutor.

20/11 Planning

20/11:1 Permission granted:

10/01049/FUL, 153 Chorley Road: 2-storey rear extension.

20/11:2 Permission refused:

10/01022/FUL, *Appenzell*, ancillary accommodation. Notice of refusal now received. The reason for refusal is because it would be a development in safeguarded land.

There were no new applications.

21/11 Representations

21/11:1 Adlington & District Community Association: attended by Cllrs Styles and Hendrickson and the clerk.

21/11:2 Borough/Parish Liaison was attended by Cllr Styles., who presented a report.

21/11:3 Adlington & District in Bloom was attended by Cllrs Styles and Hendrickson and the clerk. Application is to be made for a LCC Local members grant for a bench to be placed on Babylon Lane.

22/11 Accounts Cllr Davison proposed, Cllr Hendrickson seconded that the following be passed :

Clerk's salary for February £250 + expenses £2.64.

The balance @ Yorkshire Bank at 25 January was £4,447.60.

23/11 Correspondence

LALC: 3-tier forum. Details of a forum to comprise county, borough and parish councils. The parish element to be represented by one member, which was considered to be impracticable.

Lancashire Fire & Rescue: draft risk management plan.

NW Air Ambulance: appeal for donation. Proposed by Cllr Oakes, seconded by Cllr Ashworth that £100 be donated.

24/11 A.O.B. Cllr Seddon reported litter on Rawlinson Lane, especially near the stables.

Cllr Oakes asked for a report to be sent of the state of the pavements on The Asshawes.

Cllr Howard reported lamp no. 3 Back Lane not working.

There being no further business, the Chairman declared the meeting closed at 8.15.

Future meetings: 17March, 14 April, 19 May, 16 June

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 17 March 2011, at the Community Centre, Railway Road, beginning at 7.30.

E. Woodrow (Clerk)

25/11 Apologies: Cllr Ashworth; Cllr Boothman (standards mentor)

26/11 Present: Cllrs Howard, Davison, Hendrickson, Seddon, Styles and Oakes; Ms Chamberlain

27/11 Police matters:

Rawlinson Lane, Long Lane and Babylon Lane have been monitored for speeding and 16 tickets have been issued.

28/11 Minutes: Proposed by Cllr Styles, seconded by Cllr Oakes that the minutes of the last meeting be passed as a correct record.

29/11 Matters arising:

29/11:1 Parish Plan: Nothing received from the Agency. Deferred to next month.

29/11:2 New Road

It was agreed to purchase a plaque for the bench. Snowdrops have been planted at the boundary stone.

29/11:3 Babylon Lane

A grant has been received from LCC Local Members' fund for purchase of a bench. None are available from Kirkham Prison workshop at present.

29/11:4 Hanging baskets

Agreed that Peter Dodd will arrange as usual.

29/11:5 NW Air Ambulance

Letter of thanks received for donation.

30/11 Planning

30/11:1 Permission granted:

11/00015/FUL, 101 Rawlinson Lane: replacement dormer..

30/11:2 Application withdrawn:

10/01073/FUL, A6 Physiotherapy & Sports Clinic: new physiotherapy suite.

30/11:3 Comments between meetings

11/00064/FUL, *Meadowcroft*, Babylon Lane: detached garage. Objections on the grounds of development of protected land.

30/11:4 New applications

11/00107/FUL, 11 Danesway: single storey extensions. No objection.

11/00126/OUT, land adjacent 123 Rawlinson Lane: detached house. Objections on Green Belt grounds, pointing out that there has been no consultation by the applicant although the plan statement claims full consultation with neighbours.

11/00168/FULMAJ, Weldbank Plastics: demolition of existing buildings and erection of 20 houses. Development is preferable to a derelict site, but the appropriateness of a gated development is questioned.

31/11 Representations

Adlington & District Community Association: attended by Cllrs Styles and Hendrickson and the clerk. Fredericks to sponsor a planter on Chorley Road.

32/11 Rawlinson Lane: Parish Council land

A resident had asked that the trees on the land be looked at with a view to pruning, and it was agreed to ask Andrew Cubbins to do this.

33/11 Bramblewood

The mobile home has now been removed.

34/11 Martins Avenue

Residents were concerned about the use of the private road by tractors. Cllr Mrs Case referred the matter to LCC, who cannot intervene as the road belongs to the residents. Cllr Styles suggested that they might consider a gate.

35/11 Asshawes/Chorley Road: sight lines

Understood that photos of the parked cars at the junction have been submitted to the police and LCC Highways.

36/11 Accounts

Paid between meetings:
M. Hughes for snowdrops £24
Landlife for wildflower seeds £4

Both to be shared with Anderton P.C.

Cllr Oakes then proposed and Cllr Styles seconded that the following be passed :
Clerk's salary for March £250 + expenses £8.91. Total £258.91
The balance @ Yorkshire Bank at 25 February was £4,134.96

37/11 Correspondence

LCC: delegated services: maintenance

Lindsay Hoyle re: cuts in police officer posts. Resolved to reply that it is accepted that cuts have to be made, but these should be administrative posts rather than front line.

Andrew Cubbins. Several requests made for emptying of a litter bin. Each of these was followed by a customer satisfaction questionnaire, although there was a request not to send. This was eventually resolved by Jamie Carson with an undertaking to review the current practices with regard to questionnaires.

Clerks & Councils Direct March issue.

Chorley & S. Ribble CVS: *Standard*

There being no further business, the Chairman declared the meeting closed at 8.30.

Future meetings: 14 April, 19 May, 16 June

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 14 April 2011, at the Community Centre, Railway Road, beginning at 7.30.

(Clerk)

38/11 Apologies: Cllrs Howard; Oakes; Seddon

39/11 Present: Cllrs Ashworth (Chair); Davison, Hendrickson and Styles ; Ms Chamberlain; Borough Councillor Boothman.

40/11 Standards mentor

Cllr Boothman reminded councillors of the importance of making a full declaration of interests, including their own home.

41/11 Police matters:

At the April PACT meeting, it was reported that there had been burglaries on Lower Hill Drive and Westhoughton Road.

42/11 Minutes: Proposed by Cllr Davison, seconded by Cllr Styles that the minutes of the last meeting be passed as a correct record.

43/11 Matters arising:

43/11:1 Parish Plan: Deferred to next month.

43/11:2 New Road

It was reported that the bench has been stolen. It was agreed to pay Anderton Parish Council half of the cost of the bench: £130.00. Wildflower seeds have been sown at the boundary stone.

43/11:3 Rawlinson Lane.

Andrew Cubbins inspected the trees and said that work is needed, but it is not his speciality. Peter Grimshaw was requested to inspect.

44/11 PAYE

As from 6 April, all parish councils are to be registered with HMRC, and to operate PAYE for their clerks, who are to be treated as employees. The clerk can no longer be taxed under self-assessment as self-employed. The clerk was instructed to set up the necessary procedure.

45/11 Planning

45/11:1 Permission granted:

11/00107/FUL, 11 Danesway, single-storey side and rear extensions.

45/11:2 Application withdrawn:

11/00064/FUL, *Meadowcroft*, Babylon Lane: detached garage.

45/11:3 Appeal:

10/01022/FUL, *Appenzell*:. ancillary accommodation.

45/11:4 New application:

11/00297/FUL, *Meadowcroft*, Babylon Lane: detached garage. Cllrs Ashworth and Davison declared an interest in this application. Cllr Ashworth exercised his right to speak. The Council then resolved that the objections to the withdrawn application, 11/00064/FUL, still stand.

46/11 Representations

46/11:1 Adlington & District Community Association: attended by Cllrs Styles and Hendrickson and the clerk.

46/11:2 Adlington & District in Bloom: attended by Cllrs Styles and Hendrickson and the clerk.

47/11 Council procedures

The clerk referred to the Governance Toolkit for Parish Councils. Cllr Styles to study the document and produce a report in June.

48/11 Accounts

Cllr Davison proposed and Cllr Styles seconded that the following be passed :
Clerk's salary for April £270 + expenses £4.33. Total £274.33.
The balance @ Yorkshire Bank at 25 March was £3,748.05

49/11 Correspondence

Luncheon Club: invitation to AGM and lunch. Cllr Hendrickson to attend.
LCC: grit bin criteria
Dept for Transport: pavement parking.
Navigus Planning: budget changes affecting planning.

There being no further business, the Chairman declared the meeting closed at 9.10.

Future meetings: 19 May, 16 June

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 19 May 2011, at the Community Centre, Railway Road, beginning at 7.30.

(Clerk)

50/11 Apologies: Cllrs Howard; Styles; Seddon

51/11 Present: Cllrs Ashworth, Davison, Hendrickson and Oakes ; Ms Chamberlain.

52/11 Confirmation of Chair and Deputy Chair

At the preceding annual meeting, Cllr Howard was re-appointed Chair *in absentia*. Cllr Ashworth was re-appointed Deputy Chair and signed the declaration. As Cllr Howard was on holiday, Cllr Ashworth took the chair.

53/11 Police matters:

There was no PACT meeting due to local elections. A print-out of the slides from a Southern Division training session was received. From this, it appears that there will be cuts in manpower throughout the Division.

54/11 Minutes: Proposed by Cllr Davison, seconded by Cllr Hendrickson that the minutes of the last meeting be passed as a correct record.

55/11 Matters arising:

55/11:1 Parish Plan: Deferred to next month.

55/11:2 New Road

Anderton Parish Council wishes to replace the bench. An estimate of £900 - £950 had been received from Adlington Dry Stone Walling. Deferred to next meeting. Cllr Hendrickson volunteered to cut the grass around the boundary stone.

55/11:3 Rawlinson Lane: flowering cherry trees

No further information.

56/11 Matters dealt with between meetings

The clerk was asked to help resolve problems with the positioning and servicing of a litter bin in Rawlinson Lane. With the help of Cllr Styles, this was achieved to the residents' satisfaction.

57/11 Planning

57/11:1 Permission granted:

11/00168/FULMAJ, Weldbank Plastics site: 20 houses (subject to legal agreement).

57/11:2 Permission refused:

11/00126/OUT, land adjacent 123 Rawlinson Lane: detached dwelling.

57/11:3 Amendment:

11/00168/FUL, Weldbank Plastics, as above. Amendment to plot 17.

57/11:4 New applications:

11/00313/FUL, 196 Babylon Lane: rear dormer. No objection.

11/00328/FUL, Lowe Farm Cottage, Rawlinson Lane: replacement dwelling.

Objections on the size and volume, and loss of a building of character which makes a contribution to the street scene.

11/00345/FUL, Newlands Cottage, Babylon Lane, 2-storey front extension. No objection.

11/00362/LBC, land 275m NW of Bretters Farm: repairs to weir. No objection.

11/00391/FUL, *Bell Reno*, Bolton Road: conversion of outbuilding to physiotherapy suite. No objection.

58/11 Representations

58/11:1 Adlington & District in Bloom: attended by Cllrs Styles and Hendrickson and the clerk.

58/11:2 Luncheon Club AGM: attended by Cllr Hendrickson.

58/11:3 Adlington Circular Walk: attended by Cllrs Styles and Hendrickson and the clerk.

59/11 Chorley Road notice board.

Attention needed to the woodwork. Cllr Ashworth to inspect.

60/11 Annual audit procedure.

The accounts, bank reconciliation and annual return were completed by the clerk and inspected by the internal auditor. The accounting statement was approved by the council and signed by the Chair of the meeting.

61/11 Annual Governance Statement.

The annual governance statement was considered, and procedures in practice were found correct. It was then approved by the council and signed by the Chair of the meeting.

62/11 Accounts

Paid between meetings

Refund to Cllr Styles for payment for the website domain name: £44.96

Received:

Chorley Council precept £5,750.00

Anderton Parish Council, half of cost of bulbs and seeds £14.00

Pass for payment

The annual payment to Adlington & District Community Association: £250.00

The annual donation to Adlington & District Luncheon Club. Cllr Hendrickson reported from the AGM that the club is in danger of losing its grant from LCC, and Cllr Oakes then proposed that the donation be raised to £100.00. This was seconded by Cllr Davison.

The clerk's salary for May £270.00 + expenses £5.51. Total £275.51.

The above passed for payment on a proposal by Cllr Davison, seconded by Cllr Oakes.

The balance @ Yorkshire Bank at 21 April was £3,343.72.

63/11 Correspondence

Mrs Barlow asked the council to display notices of her garden openings in all the parish notice boards. It was agreed that, if space permits, the council will publicise the opening of the garden for charity. No commercial activity to be promoted.

Chorley Council: notice of policy on provision of residential parking.

Clerks & Councils Direct

CPRE: *Countryside Voice*.

There being no further business, the Chairman declared the meeting closed at 8.35.

Next meeting: 16 June

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 16 June 2011, at the Community Centre, Railway Road, beginning at 7.30.

(Clerk)

64/11 Apologies: Ms Chamberlain

65/11 Present: Cllrs Howard, Ashworth, Davison, Hendrickson Styles, Seddon and Oakes

66/11 Chair of Parish Council

Cllr Howard signed the declaration of acceptance, thanked those members present at the last meeting for re-electing him in his absence by 3 votes to 1, and expressed surprise that the re-election was not unanimous, as is customary.

67/11 Police matters:

Rawlinson Lane and Long Lane will continue to be monitored for speeding. The Chairman reported that his recycling bins had been stolen.

68/11 Minutes: Proposed by Cllr Oakes, seconded by Cllr Ashworth that the minutes of the last meeting be passed as a correct record.

69/11 Matters arising:

69/11:1 Parish Plan: Cllr Oakes presented the parish questionnaire, which was approved with minor amendments, and which will be finalised in time for the August meeting.

69/11:2 Rawlinson Lane: flowering cherry trees

No further information.

69/11:3 Luncheon Club:

Letter of thanks for donation received.

69/11:4 Community Association

Letter of thanks for donation received.

70/11 Governance Toolkit for Town & Parish Councils

Cllr Styles presented a report on the associations of Local Councils' document on the procedures and governance of local councils. This parish council has not hitherto had standing orders or guidance for reference. Members agreed to download and read the *Toolkit*, and Cllr Ashworth undertook to speak to other parish councils about the way that they conduct their business. A special meeting to be convened on 21 July to discuss findings.

71/11 Procedures for the election of Chair and deputy Chair.

It was resolved, on a vote of 4 to 3, that the present incumbents shall remain in perpetuity, or until such time as they wish to retire.

72/11 Planning

72/11:1 Permission granted:

10/00936/FUL, Holly Cottage, Back Lane: change of use from holiday let to residential.

11/00297/FUL, *Meadowcroft*, Babylon Lane: detached garage.

72/11:2 Application withdrawn:

11/00328/FUL Lowe Farm Cottage, Rawlinson Lane: replacement dwelling.

72/11:3 Amendment:

11/00362/LBC, land 275m NW of Bretters Farm: repairs to weir etc. No objection.

72/11:4 Comments sent between meetings:

11/00385/FUL, 60 Rawlinson Lane: demolish and rebuild new house and granny annexe. Comments were to be received by 8 June, and details of the application were circulated to all members. Three members replied, and in the absence of overall agreement, separate comments were sent *viz:* - the proposed dwelling is too large and would be dominant in the street scene; the proposed dwelling is more attractive than the existing; vehicular access is a concern; the proposals for the granny annexe are unclear.

72/11:5 New application:

11/00393/TPO, 2 Heathfields, treeworks: no objection.

73/11 Representations

73/11:1 Adlington & District in Bloom: attended by Cllr Hendrickson and the clerk.

73/11:2 Adlington & District Community Association: attended by Cllrs Hendrickson and Styles

73/11:3 Rivington Heritage and Rivington & Brinscall: attended by Cllr Ashworth.

74/11 Westhoughton Road, parish boundary sign.

This was reported missing. Nearby gardens have been searched. Resolved to purchase a replacement.

75/11 Accounts

Pass for payment

Peter Dodd for hanging baskets: £375.00

The clerk's salary for June £270.00 + expenses £9.66. Total £279.66.

The above passed for payment on a proposal by Cllr Ashworth, seconded by Cllr Davison.

The balance @ Yorkshire Bank at 25 May was £8,832.21.

76/11 Correspondence

Chorley Council: re the deployment of a SPID.

LCC Community Transport review.

Chorley & S. Ribble CVS: notice of winding-up of organisation.

There being no further business, the Chairman declared the meeting closed at 9.30.

Next meeting: To be arranged

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 11 August 2011, at the Community Centre, Railway Road, beginning at 7.30.

77/11 Apologies: None

78/11 Present: Cllrs Howard, Ashworth, Davison, Hendrickson, Styles and Oakes ; Ms Chamberlain

79/11 Police matters:

Ms Chamberlain referred to the forthcoming reorganisation of the area policing. Heath Charnock (and Rivington) will in future come within the area of the CBM presently based at Wheelton.

80/11 Minutes: Proposed by Cllr Oakes, seconded by Cllr Davison that the minutes of the last meeting be passed as a correct record.

81/11 Parish Plan:

Cllr Oakes presented the finalised parish questionnaire. Cllr Styles presented a draft newsletter to accompany the questionnaire.

82/11 *The Governance Toolkit for Parish & Town Councils.*

Confirmed that it shall be accepted as a reference document.

83/11 Standing Orders

Model Standing Orders having been studied, it was resolved that the mandatory Orders should be accepted; other Orders to be considered at the next meeting in order to fill in any gaps, and ascertain whether any further Orders should be added at the AGM.

84/11 Parish Council vacancy

The statutory notices of electors' rights to claim a poll have been posted and will run until 5.00 p.m., 12 August. In the meantime, there has been an application for co-option, should that be necessary under Section 87(2) of the Local Government Act, and it was resolved to invite Mrs E.M.S. Adams to the next meeting.

85/11 Clerk's job description and contract of employment.

It was agreed that further consideration should be given to these. In the meantime, the clerk is to be allowed a mileage payment for essential travel. Further consideration is to be given to the use of the clerk's home as a council office. Cllr Ashworth told the meeting that a heating allowance was not to be forthcoming.

86/11 Audit queries

A letter was received from the external auditors querying three matters. 1. A variance in the precepts, 2009 and 2010. It is necessary for the Responsible Financial Officer (clerk) to account for any variance, in any item, of 10% or more from one year to the next. The precept for 2009 was £5,250, and for 2010 was £5,750. The difference of £500 between the two precepts does not amount to 10%, and it was agreed that the clerk should reply to that effect. 2 & 3 referred to the payment for the stone flower bed at New Road, which was a joint project with Anderton Parish Council. The Council was satisfied that the clerk had accounted for the matter satisfactorily on the annual return, but agreed that a further explanation should be forwarded.

87/11 Bus service curtailment

Cllr Styles referred to proposals to cancel the 3/3A service via Limbrick. It was agreed to write to Stagecoach and ask for further consideration to be given to the hardship this would cause.

88/11 Data Protection

Cllr Styles advised that this will become statutory, with a fee of £35 for registration.

89/11 Planning

89/11:1 Permission granted

11/00385/FUL, 60 Rawlinson Lane: replacement dwelling and new granny annexe.
11/00393/TPO, 2 Heathfields: treeworks

89/11:2 Comments between meetings

11/00484/COU, Heath Paddock. Unauthorised development in the Green Belt.

89/11:3 New application:

11/00695/OUT, land 15m NW of *Southlands*, Bolton Road: outline permission for one detached dwelling. Objections on the grounds of development in the Green Belt without evidence of exceptional circumstances.

Due to time constraints, the rest of the meeting was deferred, other than the accounts and one item.

90/11 Accounts

Pass for payment

Application under S137 by Bowland Pennine Mountain Rescue. Resolved to donate £40.

The clerk's salary for July and August £540.00 + expenses £6.44. Total £546.44.

The above passed for payment on a proposal by Cllr Oakes, seconded by Cllr Hendrickson.

The balance @ Yorkshire Bank at 25 July was £7,815.80.

91/11 Correspondence

The Chair asked for an observation to be forwarded to the Enforcement Officer that agricultural land off Rawlinson Lane has been incorporated into a garden.

There being no further business, the Chairman declared the meeting closed at 9.20.

Future meetings: 15 September; 13 October (with the mentor, Mr Ellwood); 17 November

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 15 September 2011, at the Community Centre, Railway Road, beginning at 7.30.

OPEN FORUM

A presentation on the preferred sites phase of the LDF was given by David Porter and Rachael Hume. Cllr Styles requested clarification of the position regarding the Bramblewood Nursery site. Mr Porter confirmed that the suggestions for housing and employment had been turned down in the first phase because of the Green Belt status of the site. The third option, for recreational use, is still under examination by a consultant considering Open Spaces. This report is due to be published Jan/Feb. 2012. The Babylon Lane site which is presently safeguarded for future development is included in the current consultation. Mr Porter explained that a certain amount of land has to be allocated in the Adlington area, and this site remains as a preferred option because of its proximity to services and amenities. Mr Porter advised the members that if the Babylon Lane site is taken out of safeguarded status, another site would have to be found to take its place. In theory this could be anywhere in the Borough, but it would be expected to be found elsewhere in the Adlington/Anderton/Heath Charnock area. The band hut, as a community asset, might be a factor in any opposition to the site remaining as safeguarded for development.

The consultation period for this phase runs until 28 October, and it was resolved to defer comments to the next meeting.

PARISH COUNCIL

92/11 Apologies: Cllrs Howard; Ashworth; Oakes

93/11 Present: Cllrs Davison, Hendrickson, Styles (acting Chair), co-optee councillor Mrs Adams, and the police volunteer, Ms Chamberlain

94/11 Mrs Adams

Mrs Adams signed the declaration of acceptance and register of interests and was duly co-opted under Section 87 (2) of the Local Government Act, 1972, and welcomed to the Parish Council by Cllr Styles.

95/11 Police matters:

Ms Chamberlain confirmed that PC Mark Etheridge will be the CBM covering Heath Charnock, with Mike Jones as PCSO. A consultation is currently taking place with regard to the potential closure of Adlington Police Station and it was resolved that Cllr Styles and the clerk would draft a letter opposing this.

96/11 Minutes:

Proposed by Cllr Davison, seconded by Cllr Hendrickson that the minutes of the last meeting be passed as a correct record.

97/11 Parish Plan:

Resolved to ask Sprintprint (Bamber Bridge) for a quotation for printing

98/11 Standing Orders

Proposed by Cllr Styles, seconded by Cllr Davison that the Standing Orders should be accepted. The clerk presented two reference works: *Local Council Administration*, by Charles Arnold-Baker, and *The Parish Councillor's Guide* by Paul Clayden. These have been perused between meetings by Cllrs Styles and Hendrickson; Cllr Adams is already familiar with the contents. It was proposed by Cllr Styles and seconded by Cllr Hendrickson, with all in favour that the Council should purchase *The Parish Councillor's Guide*. The 18th edition (2003) was priced @ £13.50.

99/11 Audit queries

No response from the auditors.

100/11 Bus service curtailment

Adlington Town Councillor Kim Snape and Lindsay Hoyle are to have a meeting with Stagecoach about the 3A service.

101/11 Planning

101/11:1 New application:

11/00807/FUL, Cockers Farm relocation of polytunnel. No objection.

102/11 Parish boundary sign

With Chris Nolan, LCC Highways.

103/11 Accounts

Pass for payment

P Dodd: second payment for hanging basket maintenance £375.00

The clerk's salary for September £270.00 + expenses and mileage £15.94. Total £285.94. The expenses and mileage were signed by Cllr Styles.

The balance @ Yorkshire Bank at 25 August was £7,269.36.

104/11 Items for the Borough/Parish liaison meeting, 19 October.

None

105/11 Correspondence

Adlington Town Councillor Kim Snape asked the parish council to consider placing 30mph repeater signs on Babylon Lane. The clerk checked this with LCC Highways, who advised that 30mph repeaters on lit roads are illegal.

Martin Bamford, re: problems with adjacent land.

LCC: notice of closure of Rawlinson Lane for resurfacing in December.

Chorley Council re: delegating responsibilities.

Mrs Catterall, expressing interest in becoming a council member. Resolved to thank Mrs Catterall for her interest and advise her that the council retires in May 2012.

Clerks & Councils Direct.

106/11 Any other business

Cllr Styles advised the council that the Adlington & District in Bloom Group, with the support of Cllr Mrs Case, is considering a stone bench to be placed adjacent to the substation. There were no comments.

There being no further business, the Chairman declared the meeting closed at 8.55

Future meetings: 13 October (with the mentor, Mr Ellwood); 17 November

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 13 October 2011, at the Community Centre, Railway Road, beginning at 7.30.

OPEN FORUM

P.C. Mark Etheridge introduced himself as the CBM with responsibility for Heath Charnock, along with Rivington, Withnell, Brindle, Brinscall, Wheelton and Hoghton. He reported 4 crimes in Heath Charnock in the month. He particularly seeks information regarding the theft of a horse box from Cockers Farm. In response to a question from Cllr Styles, P.C. Etheridge confirmed that PACT meetings covering Heath Charnock will now be held in Wheelton. P.C. Etheridge was advised of dog-fouling problems on Babylon Lane.

There were 13 members of the public present to raise questions and concerns about the LDF and the formerly safeguarded land off Babylon Lane. Cllr Ashworth, in the Chair, asked for bullet point headings which could be forwarded to the Planning Policy team with the Parish Council's own comments; viz. overloading of the surface water and sewerage systems; increased traffic; problematic access from Babylon Lane; damage to the aesthetics and character of the area; protected trees; wild life; status of the band hut.

PARISH COUNCIL

The Standards Committee mentor, Mr Ellwood, advised that the Localism Bill is going through the House of Lords stage, which could bring about changes, although a Standards Board and Code of Conduct are expected to remain. Failure to declare a pecuniary interest would become a criminal offence.

107/11 Apologies: Cllrs Howard; Davison; Ms Chamberlain (police volunteer)

108/11 Present: Cllrs Ashworth (in the Chair), Adams; Hendrickson, Oakes; Styles.

109/11 Minutes:

Proposed by Cllr Hendrickson, seconded by Cllr Adams that the minutes of the last meeting be passed as a correct record.

110/11 Bus service curtailment

The 3A service has been partially reinstated, with 4 buses a day, Monday to Saturday.

111/11 Planning

111/11:1 Permission granted

11/00442/TPO, 6 Olde Stoneheath Court: felling of beech tree.

111/11:2 Permission refused

11/00695/OUT, land 15m. SW of *Southlands*, Bolton Road: one detached dwelling.

111/11:3 Appeal lodged

11/00484/OUT, land at Hut Lane. This will be determined at a public inquiry.

There were no new applications.

112/11 Parish boundary sign

With Chris Nolan, LCC Highways.

113/11 Remembrance Day

It was agreed to donate £10 towards refreshments. Donations to the band and St John Ambulance are to be decided if we are approached by Adlington TC.

114/11 Conclusion of audit

The queries minuted previously were resolved. An explanation of variance was required as the variance was over 9% and had been rounded up to 10%. The auditors were satisfied with the RFO's explanation; there were no issues arising and no penalties.

115/11 Accounts

Pass for payment

Poppy wreath £17.00

BDO audit fee £144.00

Thomson Reuters for *Parish Councillor's Guide* £15.95

Clerk's salary, expenses and mileage

The balance @ Yorkshire Bank at 23 September was £6,568.42

It was agreed to alter the mandate so that every councillor may sign cheques.

116/11 Correspondence

LCC: Notice of proposed 20mph zones

117/11 Any Other Business

Cllr Ashworth requested that lamp no. 3 Whitebeam Close be reported for intermittent lighting.

There being no further business, the Chairman declared the meeting closed at 9.10

Next meeting: 17 November

HEATH CHARNOCK PARISH COUNCIL

A meeting of the Parish Council was held on Thursday, 17 November 2011, at the Community Centre, Railway Road, beginning at 7.30.

118/11 Apologies: Cllrs Howard; Oakes

119/11 Present: Cllrs Ashworth (in the Chair), Adams; Davison; Hendrickson, Styles; police volunteer, Ms Chamberlain

120/11 Police matters

The placing of Heath Charnock policing with eastern parishes is to be reviewed. Ms Chamberlain invited continued representation from Heath Charnock at the Adlington PACT meetings, and confirmed that she would continue to attend Heath Charnock parish council meetings and report from meetings to PC Etheridge. Matters of concern throughout the area at present are thefts of copper wire and stone paving. Cllr Styles reported the obstructive parking of a coach on Rawlinson Bridge.

121/11 Minutes:

Proposed by Cllr Hendrickson, seconded by Cllr Styles that the minutes of the last meeting be passed as a correct record.

122/11 Planning

New application

11/00946/TPO, 18 Stonegate Fold: pruning of tree (TPO 1): no objection

123/11 Remembrance Day

Adlington Town Council requested a contribution of £100 towards the cost of the Rivington & Adlington Band's services on Remembrance Day and for the carol concert to be held in December. The sum was agreed for this year, with enquiries to be made of the band and the other councils as to future arrangements. Cllr Davison suggested the use of a school band for Remembrance Day. It was also carried, on a proposal by Cllr Hendrickson, seconded by Cllr Adams, that £25 be donated to St John Ambulance.

124/11 Representations

Borough & Parish Liaison was attended by Cllr Styles. The LDF was discussed and the Borough Council agreed that it was necessary to clarify and define the areas of Adlington, Anderton and Heath Charnock in its documentation.

125/11 Contract of Employment

The salary scale to be used henceforth for clerks to the parish council is to be decided at the meeting in January 2012.

126/11 Budget control

Cllr Styles presented a draft spreadsheet.

127/11 Cheque mandate

Cllr Ashworth said that there was no need to increase the number of cheque signatories by more than one.

128/11 Accounts

Payments

Insurance: £265.00

CPRE subscription £29.00

ATC for Band £100.00 (minute 123/11)

St John Ambulance £25.00 (minute 123/11)

Clerk's salary for November £270.00 + expenses and mileage £6.50.

Receipt VAT refund £261.12

Balance 25 October : £6,309.09

129/11 Correspondence

A letter was read from the Chair of Adlington & District in Bloom, inviting the parish council to sponsor the planter recently placed at the junction of Rawlinson Lane and Heathfields, to enhance the aspect of the sheltered accommodation bungalows. Cllr Styles declared an interest as Treasurer of Adlington & District in Bloom. The motion was proposed by Cllr Hendrickson; there was no seconder. Cllr Hendrickson expressed disappointment, and the Chair asked for her disappointment to be minuted.

An invitation was received to the Luncheon Club Christmas lunch. Cllr Ashworth invited Cllr Adams to attend and Cllr Adams accepted.

An email was received from Stuart Sweetnam, Chorley Council, enquiring whether any environmental problems are being experienced. The clerk had replied between meetings that there is a persistent problem with dog fouling on Babylon Lane, and received a reply that stencil markings would be provided.

130/11 Any other business

Cllr Ashworth reported that lamp no. 3, Whitebeam Close, has been replaced.

Cllr Ashworth proposed that the parish council should abandon the *Governance Toolkit for Parish & Town Councils*, and should distance itself from other parish councils. It was agreed that these matters should be discussed when all councillors are present.

There being no further business, the Chairman declared the meeting closed at 9.20

Next meeting: 12 January 2012