

## HEATH CHARNOCK PARISH COUNCIL MEETING

Members of the Parish Council are summoned to the Heath Charnock Parish Council

Meeting to be held on Thursday 8 April 2021 at 7.30 pm

by Zoom online 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. **Consideration and approval of Minutes of 11 March 2021:** Proposer; seconder; signature.

#### 2. Matters arising for information and not on the Agenda:

- a. AED cabinet is fitted to front elevation of Frederick's Ice Cream parlour. (Photos enclosed)
- b. Notice of elections for Chorley Borough, Lancashire County Council, Police & Crime Commissioner and local (Parish/Town) councils where required will be held on 6 May 2021.
- c. LCC PROW Team has confirmed it will reinstate Footpath Sign 9-16-FP33 in Limbrick.
- d. LCC PROW Team asked to re-instate the Public Bridleway and Footpath sign at the access from Rawlinson Lane along Sand Pit Lane towards Wigan Lane.

#### 3. Planning: for consideration and comment as a consultee (information enclosed)

- a. 21/00072/FUL: Change of use of the land to a residential Gypsy and Traveller site involving the siting of two mobile homes and five touring caravans and retention of the utility block and access at 2, Heath Paddock, Hut Lane, PR6 9FP

#### 4. Community Issues:

- a. To approve the appointment of an external website developer to ensure compliance of the Parish website with Web Accessibility Guidelines (WCAG 2.1) and GDPR legislation by accepting the lowest cost quote from three suppliers (enclosed).
- b. To consider the draft LCC Champions Grant application towards the cost of cleaning, maintenance/restoration and suggestions for the possible re-use of the adopted vacant phone kiosk on Rawlinson Lane, to agree necessary actions and an indicative budget for these costs (enclosed).
- c. Draft meeting calendar for 2021/22 (enclosed) : dates to be agreed. Current UK Government Guidance requires face to face council meetings from 6 May 2021 onwards.
- d. Clerk's monthly check on the grit bin at Skew Bridge

#### 5. Financial Update:

- a. **Balance at Bank:** £9,775.14 at 25 March 2021 statement from Virgin Money (was Yorkshire Bank)
- b. **Expenditure debited in the 25 March 2021 Statement from HCPC bank account:**
  - i. Clerk Salary (March 21) – £350.42.
  - ii. Clerk Expenses (Feb 21): Reimbursed in error as Admin: £6.20 and Mileage: £5.75 = £11.95 – see item 5.b.iii of draft 15 March 2021 meeting minutes. This was authorised as Clerk Expenses (Feb 21):

Admin: Printer black ink & stationery: £24.47 and Mileage: £7.75 = £32.22. The underpayment of £20.27 requested to be paid by agreement under item 5.c.iv below.

**c. Expenditure for approval at 8 April 2021 meeting**

iii. Clerk Salary (April 21): £350.42 with inflation increase. TBC by APL Accountants Ltd

iv. Balance due from Feb 21 Clerk's expenses on printer black ink and mileage = £20.27

v. Clerk Expenses (March 21): Admin: Laptop repair: £30 and Mileage: £11.50 = £41.50

vi. Repay Clerk: Winserve initial transfer fee, annual web host and HCPC domain name fees = £85.13

d. **2020/21 AGAR:** external auditor instructions -Parish 2020/21 year-end accounts to be approved and submitted **no later than Friday 2 July 2021**

**6. Correspondence:**

a. In the Boro April 2020 ( to be forwarded)

b. April Consumer Alerts from LCC Trading Standards (enclosed)

c. LCC Winter bulletin w/c 29 March 2021 – (enclosed)

d. Chorley Council's consultation response to the proposed changes to the National Planning Policy Framework and National Model Design Code Consultation (enclosed)

e. Temporary closure up to 6 months Footpath 9-16-FP71 from Heath Charnock, Chorley (enclosed)

f. Chorley Council Neighbourhood Priorities - 2019/20 Project Update Report (enclosed)

g. Keep Britain Tidy national Clean-up campaign from 28 May – 13 June 2021.

**7. Any Other Business**

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

Thursday, 6 May 2021 Annual Parish Meeting at 7pm, the Parish Council AGM at 7.10pm and the monthly May Parish Council meeting at 7.30pm

Christine Bailey,  
HCPC Clerk,  
29.03.2021