

## HEATH CHARNOCK PARISH COUNCIL MEETING

Members of the Parish Council are summoned to the Heath Charnock Parish Council Meeting to be held on Thursday 10 June 2021 at 7.30 pm at Adlington Community Centre, Railway Road with Zoom link if required by those Councillors who are shielding

### 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 6 May 2021:** Proposer; seconder; signature.

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

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

a. 21/00484/FULHH: Part two storey rear extension, part hip-to-gable roof extension and raised ridge height over existing garage to provide habitable room accommodation in roof, single storey front extension, and associated elevational alterations at 93, Rawlinson Lane, PR7 4DE

b. **21/00270/FULMAJ:** Full application for the proposed development of 40 dwellings together with associated new access, open space and landscaping, replacement of brass band building and associated parking at Babylon Lane Heath Charnock

4. **Community Issues:**

a. Agreement of the procedure to advertise the current vacancy on the Parish Council by co-option

b. To consider Cllr Darbyshire's update following the jetwashing of the adopted vacant phone kiosk on Rawlinson Lane, the Resident's Group proposal's to carry out kiosk painting/maintenance for its possible re-use and to consider any future actions or budget considerations.

c. Clerk's monthly check on the grit bin at Skew Bridge and feedback if received from Chorley Council

d. Initial discussion of options for use of CIL Monies. Total received = £5,919.73

5. **Financial Update:**

a. **Balance at Bank:** £21,152.44 at 25 May 2021 statement from Virgin Money (was Yorkshire Bank) including second CIL payment of £4,565.38 received on 27 April 2021 from Chorley Council

b. VAT reclaim for 2020/21 Financial year – Submitted to HMRC for a reclaim of £137.38.

c. **Approved expenditure debited in the 25 May 2021 Statement from HCPC bank account:**

i. Clerk Salary (May 21): net £308.38 (amount confirmed by APL Accountants Ltd)

ii. Clerk Expenses (March 21): Admin: 12 second class stamps - £7.92: and Mileage: 66 miles @ 0.25ppm £16.50 = £24.42

iii. One annual donation only debited at £200 (assumed to be Adlington in Bloom)

iv Two annual donations issue as approved but not debited in May 21

- North West Ambulance Service - £200
- Shop Mobility - £50

**d. Expenditure for approval at 10 June 2021 meeting**

- i. Clerk Salary (June 21): £308.38. Confirmed by APL Accountants Ltd, 7 June 2021
  - ii. Clerk Expenses (May 21): Admin -£0.00 and Mileage: = £10.00. Total £10.00
  - iii. HMRC Q1 PAYE 2021/22 on Clerk's salary =£138.60. APL Accountants Ltd, 7 June 2021
- e. Review revised Risk Management Register** – attached for approval
- f. Review Asset Register 2020/21** – Add in 'The Street' Boundary Stone as attached for approval
- g. HCPC CIL Report for 2020/21** – attached for approval and signing
- h.** Report from APL Ltd as Internal Auditor – to follow.
- i.** HCPC Annual Governance Statement 2020/21 : for approval and signing – to follow
- j.** HCPC Accounting Statement 2020/21: for approval and signing – to follow
- k.** Certificate of Exemption 2020/21: for approval and signing for external auditor – to follow
- l.** Timetable for public display & submission of Parish accounts for external verification - 6 week period required from Monday 21 June 2021 – Sunday 1 August 2021

**6. Correspondence:**

- a. In the Boro June 2021 (to be forwarded)
- b. June Consumer Alerts from LCC Trading Standards (to be forwarded)
- c. Preston & Chorley Housing Need and Demand Study (letter and questionnaire enclosed)
- d. Proposed temporary road closure for Cowling Brow, Chorley on 12/07/21 to 19/07/21 to enable Lancashire County Council to carry out carriageway resurfacing works (enclosed).
- e. LALC Chorley Area Committee Update including the Queen's Green Canopy Platinum Initiative
- f. LCC Long Lane traffic slow warnings near Hut Lane junction Heath Charnock (enclosed email/plan)
- g. Initial Notification - The Chorley 10K Event on Sunday 29 August 21 (map enclosed)
- h. 1980 Highways Act – timetable for Councils to respond and maintain the public highway in a fixed timetable (copy of Cllr Cornes' email and extract from 1980 highways Act enclosed)
- i. Thank you letters received from Adlington in Bloom and Shop Mobility for their annual donation

**7. Any Other Business**

**8. Date of Next Meetings confirmed:**

Thursday, 5 August 2021 at 7.30pm and Thursday, 2 September 2021 at 7.30pm at Adlington Community Centre, Railway Road with Zoom link if required by those Councillors who are shielding.

Christine Bailey,  
HCPC Clerk,  
3.06.2021