

HEATH CHARNOCK PARISH COUNCIL MEETING

Members of the Parish Council are summoned to the Heath Charnock Parish Council Meeting at Adlington Community Centre, Railway Road on the postponed date of

THURSDAY 13 JANUARY 2022 at 7.30pm

(An online meeting option might be necessary subject to corona virus and by specific agreement)

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 11 November 2021 meeting minutes: Proposer; seconder; signature.

2. Matters arising for information only:

a. HCPC's proposed options to re-route the Bolton Ironman UK Race away from roads in Chorley District have been sent to Lancashire County Council as requested.

b. Photo confirming the condition of The Street Boundary Stone has been circulated by Cllr Donnellon

3. Planning: for consideration and comment as a consultee (access via the weekly planning lists)

a. **22/00007/FULHH:** Single storey front/side extension at 6 Stonegate Fold, PR6 9DX

b. **21/01416/FUL:** Erection of six buildings comprising 12no light industrial business units (resubmission of 20/01053/FULMAJ) at Land South of Mercer Court and East of Westhoughton Road Adlington

c. **21/01310/FUL:** Change of use of agricultural land to garden land and the erection of lawnmower store at 274, Babylon Lane, PR6 9ER

d. **21/01378/PDE:** Notification of a proposed single storey rear extension measuring 5.5m in depth, with eaves height of 2.2m, and a maximum height of 3.7m at Lyndene, Wigan Lane, PR7 4DA

e. **21/01364/CLPUD:** Application for a certificate of lawfulness for a proposed outbuilding (following demolition of existing garage) at 136, Rawlinson Lane, PR7 4DF

f. **21/01315/FULHH:** Erection of single storey side and rear extensions, rear balcony at first floor and associated alterations at The Cedars, 5 Lower Hill Drive, PR6 9JP

g. **21/01334/OUT:** Outline application (specifying access and layout) for a detached dwelling at Lowe Farm, 123 Rawlinson Lane, PR7 4DF

h. **21/01428/PDE:** Notification of a proposed single storey rear extension measuring 3.9m in depth, with eaves height of 2.5m, and a maximum height of 3.8m (following demolition of existing conservatory) at 50 Chorley Road, PR6 9JS

i. **21/01428/PDE:** Notification of a proposed single storey rear extension measuring 3.9m in depth, with eaves height of 2.5m, and a maximum height of 3.8m (following demolition of existing conservatory) at 50, Chorley Road, PR6 9JS

j. Report back from Chorley Council's Planning Committee meeting of 21 December 2021

4. Community Issues:

a. To note the proposed date for a second joint meeting to discuss the views of each local council in respect of a proposed joint Neighbourhood Plan with Adlington Town and Anderton Parish Councils

b. To consider the following matters in respect the adopted kiosk:

i. Rawlinson Lane Residents' Group completed & proposed restoration works and the likely costs involved – (see enclosure)

ii. Progress towards securing an agreed date & time for an IEE qualified electrician to assess / certify the safety of the electric supply to the kiosk, the costs involved and HCPC's agreement to meet this expenditure as a publicly owned capital asset listed on the Parish Council's Register

iii. The Group's request that HCPC consider a financial contribution towards their costs

- iv. The provisions of the jointly signed Sale and Purchase Agreement for the kiosk (circulated), and
 - v. A potential application to LCC Champions Fund to support future kiosk re-use costs if known. Application submission and approval are required before any work in this phase can be started.
 - vi. Any other issues arising.
- c. To discuss the notes (enclosed) of the Adlington and District Queen's Platinum Jubilee Trail meeting of 24 November 2021 to:
- i. Agree the overall concept across the extended Bank Holiday from 2-5 June 2022
 - ii. Consider HCPC's input into the Event's planning and delivery
 - iii. Any further ideas or comments to be fed into the January 2022 meeting, and to agree
 - iv. Whether a financial contribution from HCPC towards the potential QPJ costs will be included in the Parish Council's draft budget for 2022/23.
- d. To consider a report back from the LALC Conference, 13 November 2021 from Cllrs Carpenter and Le Marinel (a copy of presentation, the role of LCC and LALC's newsletter have been circulated)
- e. To agree HCPC representation at the Chorley Liaison Meeting on 19 January 2022 and to raise any issues from the draft minutes of the Chorley Liaison meeting of 20 October 2021 (previously circulated). No items were submitted by HCPC for the January 2022 meeting Agenda.
- f. To consider a first draft of the proposed content of the HCPC annual newsletter, additional items and to agree a timescale for print and distribution.
- h. To consider Chorley Council's Neighbourhood Priorities 2022/23 - Selection and Proposal Details (previously circulated). Proposals from HCPC required by 17 January 2022 for the Chorley Town East meeting 24 January 2022 at 6.30pm and to confirm HCPC representation as Cllr Cornes.

5. Financial Update:

- a. **Balance at Bank:** £ 23,131.34 at 23 December 2021 statement balance which includes the CIL payment from Chorley Council of £5,125.73 paid on 5 November 2021. Balance excluding total CIL money of £11,045.46 is £12,085.88.
- b. **Approved expenditure from the previous meetings and debited by 23 December 2021 from HCPC's account:**
- i. Clerk Salary (November 21): net £313.58 - confirmed by APL Accountants Ltd.
 - ii. Clerk Expenses (October): Admin: Black printer ink, A4 paper & plastic wallets = £13.48 and Mileage: 37 miles @ 25ppm = £9.25 Total £22.73.
 - iii. Annual donation to Rivington & Adlington Junior Band - £50
 - iv. HCPC annual Insurance renewal invoice of £365.17 for renewal due by 2 December 2021.
- c. **Expenditure approved at 11 November 2021 meeting still to be debited from HCPC's account:**
- iv. Reimbursement of Cllr Carpenter for purchase of a wreath for HCPC at Chorley's Cenotaph - £15
- d. **Expenditure to be approved at 13 January 2022 meeting:**
- i. Clerk Salary (December 21 net at £313.78 & January 2022 net at £313.58 – confirmed by APL Accountants Ltd. Total net salary owed is £627.36
 - ii. Clerk Expenses (November 2021): Admin: £0 Mileage: 55 miles @ 25ppm = £13.75 Total £13.75
 - iii. PAYE on Clerk's salary Quarter 3 (October - December 21) to HMRC by 19 January 2022 = £122.80
 - iv. Adlington & District Community Centre, room hire from August – November 2021, a third share in the Centre's hire for Remembrance Sunday and annual subs for 2021 = £79
 - v. Information Commission annual data renewal from 24 January 2022 = £40.00
 - vi. HCPC pro-rata contribution to the shared costs of the Adlington Civic Remembrance Event = £143.59
 - vii. Chorley Council 6 hanging basket contract net £564.58, Vat £112.92. Total £677.50
- e. To note HCPC's actual Q3 expenditure at 31 December 2021 and as projected to 31 March 2021 (enclosure based on the December 2021 Bank Statement)
- f. To note the current CIL monies received from Chorley Council at £11,045.46 and a £1,136.29 proposed as due by 31 March 2022. Total anticipated = £12,181.75. In the light of the guidance provided by Chorley Council, HCPC to consider the possible purposes for CIL expenditure.

g. HCPC to consider the notification from Chorley Council that from April 2022 LCC proposes to charge £30 per lamp post to inspect each hanging basket which is required to weigh less than 20 kilos when fully watered to avoid potential damage. Options: 6 baskets would add £180 to this budget item or reduce to 5 baskets to work within proposed 2022/23 budgeted costs.

h. To consider the case put forward by the Clerk for a review of the proposed salary from 1 April 2022 (enclosed) and to agree the proposed salary for inclusion in the draft HCPC 2022/23 budget.

i. To review and agree any additional expenditure to the draft HCPC 2022/2023 income & expenditure budget omitting the ring-fenced Community Infrastructure Levy (CIL) monies as requested by the Chairman budget (enclosed).

j. To review the proposed precept required by the Parish in 2022/23 for confirmation to Chorley Council when requested during January 2022.

6. Correspondence:

a. In the Boro November and December 2021 (both forwarded)

b. Response of HCPC to the public consultation on the proposed stopping train service timetable from Adlington station from December 2022 (enclosed)

c. Trading Standards - Consumer Alerts for December 2021 and January 2022 (both forwarded)

d. Cancellation Notification of proposed road works at Back Lane, Heath Charnock from 10/01/2022 to 12/01/2022

e. Cty Cllr Snape's request for HCPC support to ask LCC to prioritise the resurfacing works required to Weavers Brow (LCC letter dated 6 December 2021 enclosed)

f. Applications are invited from students under 21 and resident in the Parish for at least two years for the 2022 Shaw's Senior Exhibition degree or college study grants.

g. LCC's Winter Stakeholder bulletin – 7th January 2022 (enclosed)

7. Any Other Business

8. Date of Next Meetings confirmed as:

Thursday, 10 February 2022 at 7.30pm and Thursday, 17 March 2022 at 7.30pm and at Adlington Community Centre, Railway Road.

Christine Bailey,
HCPC Clerk,
10.1.2022