

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 THURSDAY 7 APRIL 2022 at 7.30pm

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 17 March 2022 meeting minutes (enclosed): Proposer; seconder; signature.

2. Matters arising for information only:

- a. To note the HCPC annual 2022 newsletter distribution was completed on 24 March 2022.
- b. 12 semi-circular hanging baskets from Plantscape have been ordered for Chorley Council to display and maintain. LCC has been asked to carry out the GN22 lamp post inspections to allow baskets by 1 June 2022.
- c. Chorley Council has confirmed 'the restoration of the Lychgate at Weavers Brow' is an agreed Neighbourhood Priority Project in 2022/23 and contact will follow.

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

- a. **22/00274/FULHH:** first floor rear extension, ground floor rear extension and front dormer at 34, The Asshawes, PR6 9JW
- b. **22/00270/FULHH:** Erection of detached outbuilding to accommodate garage/workshop (following demolition of existing outbuilding) and erection of garden storage building (following demolition of existing storage building) at Greenfield, Long Lane, PR6 9EQ
- c. **22/00201/FULHH:** Single storey rear extension, external elevational and window alterations in order to facilitate the internal conversion of stables to ancillary living accommodation and erection of a detached garden summer room at Hallsworth Fold Farm, Long Lane, PR6 9EG
- d. **Report back from Cllr Ashworth on the Planning Committee 21/01416/FUL:** 12 Light industrial units on land South of Mercer Court and East of Westhoughton Road Adlington which was refused consent.

4. Community Issues:

- a. Report from Cllr Power from the Adlington and District Queen's Platinum Jubilee Trail meeting of 6 April 2022 on the key points to update HCPC and for discussion:
 - i. Draft text and design for proposed QPJ Trail Programme and agreement of method of delivery and costs across the Parish area
 - ii. To receive an update on the actual and proposed QPJ costs and the indicative contributions per councils on a pro-rata basis for HCPC, ATC and APC (see enclosure)
 - iii. Any issues arising from the 6 April 2022 joint QPJ Planning meeting.
- b. Discussion of benefits to HCPC and annual cost of membership of LALC (see enclosure)
- c. Discussion of LCC SPID Policy & Procedure and Parish response to Questionnaire (see enclosures)

- d. Report back from Cllr Le Marinel on the key points from the Parish & Town Council Highways Conference, arranged by LALC on 19 March 2022 (see enclosures)
- e. Draft HCPC meeting dates for August 2022 to June 2023 for agreement (see enclosure)
- f. Discussion of the upcoming "implementation of fibre broadband to the house" and the potential implications for residents/the Parish requested by Cllr Carpenter.
- g. Update from Cty Cllr Kim Snape on Adlington Clinic (see enclosure)

5. Financial Update:

a. Approved expenditure debited from HCPC's bank account since the 28 February 2022

Statement:

- i. Clerk net Salary (March 2022) at £313.58
- ii. Clerk Expenses (February 2022): Admin: 6 second class stamps =£3.96, Mileage: 28 miles @ 25ppm = £7.25 Total = £11.21. Error of 25p to be deducted from March 2022 mileage expenses
- iii. HMRC PAYE Quarter 4 (January - March 22) from Clerk's gross salary for 2021/22 = £122.80.
- d. The Print Quarter - print of 910 copies of HCPC's Annual Newsletter = £191.00
- e. L Snape for delivery of HCPC's annual newsletter with the QPJ Trail flyer = £200 (Issued but not debited at 25 March 2022)
- b. **Balance at Bank:** £20,166.92 at 25 March 2022 statement balance which include the total CIL money of £11,045.46. The balance excluding total CIL is £9,121.46.
- c. **Expenditure to be approved at 7 April 2022 meeting:**
 - i. Clerk gross monthly salary of £365.58, to be paid as two payments (APL Accountants Ltd to confirm):
 - Estimated Clerk net salary = £292.46
 - Estimated PAYE on Clerk's Monthly salary to be paid to HM Revenue and Customs = £73.12.
 - ii. Clerk Expenses (March 2022): Admin: 0 Mileage: 37 miles @ 25ppm = £9.25. To be reimbursed at £9.00
 - c. Acceptance of quote for redecoration of the two New Road wooden benches and repainting of two Parish boundary stones on Chorley Road and at the Limbrick/Cowling boundary - £265 (all materials & labour)
 - d. HCPC year-end accounts and the Annual Governance & Accountability Return Part 2 2021/22 to be prepared with the Independent Auditor, APL Accountants Ltd for HCPC's approval at 5 May 2022 monthly meeting.

6. Correspondence:

- a. Invite to take part in a LALC online Jubilee events & other Insurance issues Q&A session on 5th April 7pm

7. Any Other Business

8. Date of Next Meetings confirmed as:

Thursday, 5 May: 7pm for the Annual Parish Meeting, the Parish Council's Annual General Meeting at approximately 7.10pm & the monthly May meeting at 7.30pm, and Wednesday, 1 June 2022 (due to the QPJ long bank holiday weekend) at 7.30pm at Adlington Community Centre, Railway Road.

Christine Bailey, HCPC Clerk, 2.4.2022