

## HEATH CHARNOCK PARISH COUNCIL MEETING

Thursday, 12 January 2023 at 7.30pm held on at Adlington Community Centre, Railway Road.

### Attendance:

Parish Council: Cllrs David Carpenter (Chair), Michelle Le Marinel, Graham Ashworth, Richard Cornes, Robert Darbyshire, Tricia Power and John Donnellon; SE Chorley & Heath Charnock Ward Cllr Samir Khan (for items 1-3); Lancashire County Cllr Kim Snape and Christine Bailey, Parish Clerk  
Guest Speakers: Alex Roberts and Kay Robinsworth, CC Community Engagement Officers for item 2a. Two residents attended to speak to item 2b. One resident asked to remain to observe the Parish Council's meeting. This was agreed.

**Apologies for absence:** were received from SE Chorley & Heath Charnock Ward Cllr Beverley Murray

1. **Declarations of Interest:** Cllr Le Marinel for item 3a and Cllr Darbyshire for item 3b.

2a. CC Community Engagement Officers outlined how an Adlington District Community Food Club might be set up in a local venue, supported by: produce from a local supermarket and an experienced voluntary agency; enabled by finance from a proposed grant application to LCC's Community Food Grant Scheme with all practical details to be finalised. HCPC agreed to support the grant application in principle to meet the deadline date and to allow arrangements to be resolved.

2b. Two residents asked for road grit to be supplied for Nickleton Brow to Knowsley Lane to reduce traffic accidents in bad weather and to address concerns of anti-social behaviour. HCPC agreed to report this to the Police, the Lancashire Police and Crime Commissioner and LCC Highways.

3. **Minutes of 10 November 2022 meeting:** were proposed by Cllr Ashworth, seconded by Cllr Power and were signed by Cllr Carpenter. *Cllr Samir left the meeting.*

2. **Matters arising:** The Clerk will monitor/follow-up the LCC refund of the 2022 GN22 licence.

### 3. Planning: HCPC commented on the following planning applications:

*Cllr Le Marinel declared an interest and left the room. 22/01079/FULHH:* Single storey rear extension and conversion of integral garage to habitable accommodation at The Nook, Westhoughton Road, PR7 4ER. This as a large extension. From the site plan the Parish Council has no objection in principle subject to comment by the occupants of the adjoining property.

b. *Cllr Darbyshire declared an interest and left the room. 22/01152/FUL:* Erection of stable block (following demolition of existing stable block) on land adjacent to 123, Rawlinson Lane, Heath Charnock. The Parish Council has no objection.

c. HCPC will attend a local public consultation drop-in meeting and agree its response to the Central Lancashire Local Plan public consultation proposals for on-line submission by 24 February 2023. The proposals aim to achieve spatial balance, to protect the Green Belt and needs public comment.

d. Neighbourhood Planning: the offer of advice and support was noted. In February 2022, when HCPC asked the District adjacent councils, they were not interested in a joint plan initiative.

### 4. Community Issues:

a. The cost quote and initial design proposal to replace Walter's log roll at Skew Bridge with a low rise stone planter were agreed to be funded by CIL money. The application for LCC Section 96 and 144 consents, notification of National Highways Limited as the land owner, support with the skip-hire, and an on-site meeting with the builder will be actioned.

b. Cllrs Carpenter & Power reported on the initial ideas for the joint council King's Coronation celebrations in Adlington District on 6 & 7 May 2023. Cllr Carpenter will set up the Event's Crowd-funding website to seek public support and LCC backing. Cllr Power will arrange a Primary Schools' Arts Competition, ideally to include Rivington FPS, subject to Rivington Parish Council's response.

- c. HCPC considered ATC's request to contribute towards the average weekly cost for two Youth Workers, vehicle & equipment to run the Adlington Youth Group at Fairview Youth & Community Centre. It is not clear how many young people attend from the Parish. Cllr Power suggested applying to the LCC Warm Spaces Grant and the Police and Crime Commissioner's Community Fund.
- d. The Parish Council will submit applications to the Chorley Town East Neighbourhood Area Priority Project 2023 towards the shortfall in two District-wide projects: the proposed Food Club and the Adlington Youth Group. Cllr Cornes will represent HCPC at the Area hybrid meeting on 30 January 2023 to raise the issues discussed at this meeting.
- e. The ownership of the Band Hut is not known. In the future, if required, it could be considered as a potential asset of community value to protect it.
- f. The 2023 GN22 stress test licence application to display the floral hanging baskets on lamp posts nos 34,35,36,37 & 38 on Chorley Road was agreed. The fee will be paid on receipt of an invoice.
- g. Cllr Le Marinel will obtain equipment and resources to recruit and manage volunteers as a Parish Litter Pick Group to be supported by Chorley Council. HCPC will brand the high visibility vests as 'HCPC volunteers'. Volunteers will benefit from time credits in return for time spent litter picking.
- h. LCC's request for examples of joint working across the tiers of Local Government and with Local Councils was noted. The Charter, the District QPJ Trail event and Parish Gateway Stone are potential projects.
- i. The continuing concern from a resident on the need to restrict traffic speed on Babylon Lane was noted. The Parish Council believes it has gone as far as it can to press LCC Highways to respond. Road narrowing was not thought to be an appropriate proposal. The resident is to be informed.
- j. It was noted that the joint council funded QPJ oak tree has been planted to protect it. A plaque unveiling ceremony will be held in spring 2023 around Sir Lindsey Hoyle MP's availability.

#### **5. Financial Update:**

HCPC noted that:

- a. HCPC's bank account balance at 23 December 2022 Statement was £21,988.61 including a CIL payment of £568.14 received on 15 November 2022
- b. The updated total CIL budget received at 15 November 22 = £11,897.67. CIL expenditure in the 22/23 financial year comprised: hanging baskets = £507.81; repainting of 2 benches & 2 boundary stones = £265.00. Total CIL spent = £772.81. The updated CIL budget available = £11,124.86
- c. HCPC's bank account balance at 23 December 2022 (less the updated CIL balance) was £10,863.75
- d. The Zurich Insurance Policy was paid at £327.00 to cover the Parish Gateway Stone for 'all risks'
- e. The expenditure approved at 12 January 2023 meeting comprised:**
  - i. Clerk gross December 22 and Jan 23 salary at £365.58 per month of as confirmed by APL Accountants Ltd: Clerk net salary of £300.98 and PAYE to HMRC of £64.60 per month. Total net to the Clerk = £601.96 and as PAYE to HMRC = £129.20
  - ii. Clerk Expenses (November & December 2022): Admin: 8 x second class stamps = £5.44. Mileage: 47 miles @ 25ppm = £11.75. Overall total = £17.19
  - iii. HCPC's contribution to Adlington & District RS costs 13 November 2022 as invoiced by ATC at £165.56 of a total cost of £844.70 towards the road closure management (less £500 donation), the Band, PA system & refreshments
  - iv. Information Commissioner's Office annual renewal of HCPC's GDPR/data protection fee due by 24.1.23 at £40.00
  - v. HCPC annual web host and Clerk email facility to be relocated to SiteGround at a year 1 net cost of £60.88, VAT at 12.12 = £73.06

- vi. Chorley Council's 2022 maintenance of 6 hanging floral baskets invoice will be authorised on receipt or at the February 2022 meeting.
- vi. LCC 2023 GN22 licence fee to display 6 hanging baskets will be authorised on invoice receipt.
- f. HCPC's actual 2022/23 expenditure at 23 December 2022 and as projected to 31 March 2023 were noted.

**g. The 2023/24 financial documents proposed on 10 November 2022 were finalised:**

- i. The updated Parish Asset Register with the two repainted benches near the M61 bridge; the 12 half-hanging baskets for lamp posts (with the omission of those bought in June 2007); half of the boundary stone, Chorley Road is the basis of the Parish Council's insurance schedule taken out with Zurich Municipal for 2 Dec 2022 to 1 Dec 23 year
- ii. HCPC's proposed income and expenditure budget for 2023/24 and the separate updated Community Infrastructure Levy (CIL) budget at 15 November 2022 were approved with no change
- iii. The proposed precept required by the Parish in the 2023/24 financial year was confirmed.
- h. The appointment of Independent Auditor, APL Accountants Ltd, for the 2022/23 year end accounts at a proposed cost of £150 net of VAT was agreed
- i. The Independent Auditor's request that HCPC ask the Bank for monthly bank statements to be dated at the actual month-end (not at 24 or 25 of each month) to facilitate the year-end accounts process was agreed. Cllrs Carpenter and Power signed the Bank request letter and the request for a new cheque book.

**6. Correspondence:** HCPC noted the following:

- a. LCC's research into the operation of 'highways Public Realm Agreements' for which responsibility is split across the County between LCC and CC. HCPC agreed that Chorley Council's Street Scene and Grounds Maintenance teams were efficient and responsive.
- b. The LALC online Planning Training session for Parish Councils, 23 February 2023.
- c. Cllr Le Marinell's request that HCPC responds to the online resident and stakeholder National Highways & Transport Survey to improve comparison of LCC's own performance against others.
- d. LCC's approved new SpIDs installation policy and procedures.
- e. The Albany High School proposal from September 2024 to retain 15 secondary school places for children from its attached Academy Primary School in Horwich. This would impact against its ability to meet the demand from children in the Adlington District. This would be further restricted with the proposed intake reduction proposed by Southlands High School. If agreed, concern is that the Albany Academy might increase the internal intake in future years.
- f. LCC's online Budget Consultation. Comments are required by 31 January 2023.
- h. LCC Consumer Alerts, Jan 2023.

**7. Any Other Business**

- a. Cty Cllr Snape said that it was unlikely that parking charges at Rivington would be introduced due to the cost of living crisis
- b. Cllr Power expressed concern that early planning for the gritting of pavements needs to be considered for public safety reasons to be ready for winter 2023
- c. The need for road gullies to be cleaned more frequently was noted along the A6, near Skew Bridge, at Rivington, Long Lane particularly following road resurfacing works as the wash off is blocking some drains.
- d. Cllr Ashworth asked for an update on the two trees that are being grown to be positioned alongside the Parish Gateway Stone.

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

Thursday 9 February 2023 at 7.30pm and Thursday 16 March 2023 and at Adlington Community Centre, Railway Road.

Prepared by Christine Bailey,  
HCPC Clerk,  
20 January 2023