

WRIGHTINGTON PARISH COUNCIL

At the **Annual Meeting of the Council** of the Parish of Wroughtington held on Monday 19 May 2014 at Appley Bridge Village Hall at 7.30pm the following were present:

Councillors: Mrs J Burton (Chairman), Mr F Hodgkinson, Mr F Johnson and Mr P Gartside.

OPEN FORUM

(At this point in the Meeting members of the public present can report, ask questions, raise issues and make observations on parish matters or items appearing on the Agenda. Reports will also be received from the Police, District and County Councillors if attending – Once open forum is closed the Chairman will only suspend standing orders to allow public participation in extreme circumstances.)

Public Present – reported that if the Clerk had not informed the residents about the “test digs” being undertaken on the grassed areas at Mossfields they would not have known what was happening. Discussions took place as to the merits and disadvantages of the drainage work being undertaken on land off Mossy Lea Road. It is felt that filling in the ditch with surplus materials could cause flooding to West Lancs. BC playing field and, that ditches should not be filled in as they exist for drainage purposes. The stop-tap cover in front of 310 Mossy Lea Road is still raised. The litter bin adjacent to the bus shelter near the Pensioners Hall still needs replacing. The Parish Council thanked Mr Carr for cutting the protruding bolts at the bus shelter off and removing the trip hazard. Water is now collecting in front of the bus stop where the post office used to be. The member of public present had been informed that the trees in front of Mossfields have a TPO on them. The Parish Council could not confirm this.

The Chairman – Reported on all the achievements by the Parish Council during her two year term of office including – At Appley Bridge Village Hall a new floor and radiators in the hall, the new kitchen ceiling and lights, new cooker and painting throughout. At Mossy Lea Village Hall the play area was enhanced, the notice board is being refurbished and a successful capital bid means that new kitchen units will shortly be fitted. Room thermostats have been put in both village halls. The Chairman thanked fellow Councillors for their support in some difficult meetings and when dealing with some challenging planning issues. The Chairman hopes that all those choosing to attend the Parish Council Meetings feel that the Parish Council has supported them. The Chairman thanked the Clerk for her help and advice during her term of office.

1. **APOLOGIES** – Were received from Councillor Mr I McRae – The Clerk reported that Councillor McRae will be submitting his resignation over the next few days.

2. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**

The following Proposal was made:

Councillor Mr Hodgkinson Proposed by Councillor Mr Johnson
Seconded by Councillor Mrs Burton

The Council voted and it was RESOLVED: That Councillor Mr Hodgkinson be elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2015. (Councillor Mr Hodgkinson signed his declaration of acceptance of office.)

3. **APPOINTMENT OF VICE-CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**

The following Proposal was made:

Councillor Mrs Burton Proposed by Councillor Mr Gartside
Seconded by Councillor Mr Hodgkinson

The Council voted and it was RESOLVED: That Councillor Mrs Burton be elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2015. (Councillor Mrs Burton signed her declaration of acceptance of office.)

4. **DECLARATIONS OF INTEREST** – Members were asked to consider any personal/prejudicial interest they may have to disclose in relation to matters under discussion at the Meeting.
Councillor Mr Hodgkinson declared an interest in Planning item 5) - 2014/0422/FUL, Variation of condition No.4 imposed on planning permission 2013/0158/FUL to allow surface water to be

connected to the existing system via a water attenuation system. Land to the rear of 9-17 Broadhurst Lane, Wrightington, as he is the applicant.

5. **ADOPTION OF STANDING ORDERS, FINANCE PAPER AND COUNCILLORS CODE OF CONDUCT TOGETHER WITH VILLAGE HALL CONSTITUTIONS, COMPLAINTS PROCEDURE, PUBLICATION SCHEME, RISK MANAGEMENT PLAN, RISK MANAGEMENT REGISTER, ASSET REGISTER, TRAINING POLICY AND ANNUAL AUDIT PLAN - Resolved:** These documents be adopted for the ensuing year and that the Code of Conduct be adopted as applicable to Parish Councils. Councillors must ensure Village Hall Constitutions are referred to during meetings and terms and conditions applied.
6. **TIMETABLE OF MEETINGS FOR 2014/2015 - Resolved:** That the following proposed timetable of meetings be accepted:

2014

19 May	Appley Bridge Village Hall, Mossy Lea Road, Wrightington ANNUAL PARISH MEETING 7.00 PM ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM
16 June	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
21 July	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
August	No Meeting
15 September	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
20 October	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
17 November	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
15 December	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm

2015

19 January	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
16 February	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
16 March	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
20 April	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
18 May	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm ANNUAL PARISH MEETING 7.00 PM ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM

7. **APPOINTMENT OF COMMITTEES** – No change to the following committee representatives
Finance Sub-Committee – All Parish Councillors
Public Rights of Way Sub-Committee – Councillors Mr Hodgkinson, Mrs Burton and Mr Johnson
Planning Liaison Group – Councillors Hodgkinson and Mrs Burton plus any two other Councillors

8. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

Appley Bridge/Parbold Quarry Liaison Committee – Councillor Hodgkinson.
District Liaison Committee – Chairman, Vice-Chairman and Clerk.
Village Hall Representative – A representative will be appointment as/when required.
Appley Bridge Community Association – Councillor Mrs Kay will be appointed in her absence – with the instructions to attend, listen and report back to the Parish Council. There is no decision making power delegated to this position.
LALC – Chairman, Vice-Chairman and Councillor Clinch.

9. **MINUTES** – The Minutes of the Meeting of the Parish Council held on Monday 14 April 2014 had been circulated in advance of the Meeting, were accepted as a correct record and signed by the Chairman.

10. **UPDATE/PROGRESS WITH ISSUES RAISED AT PREVIOUS MEETING** – Accepted.

11. **CORRESPONDENCE/INFORMATION ITEMS**

Items reported to, and noted by, the Council – no decision required: REPORT 1 – page 5 – ACCEPTED.

Items requiring discussion, observations or action by the Council:

- a) Response to enquiries regarding the commencement of work for additional parking at Mossfields – **Noted.**
- b) Request for volunteers to undertake research to identify unrecorded rights of way before they are lost after 2026 – **Councillor Hodgkinson will pursue this matter. It was suggested that it would be useful to display a footpaths map on the Council Notice Boards for info.**
- c) Notification of, and invitation to attend, the Vigil Service at Ormskirk Parish Church to mark the beginning of World War 1 – **Councillor Gartside will attend this service.**
- d) Info. on LCC Shared Lives Service – recruiting Shared Lives carers for long term support – **Posters will be placed in the Notice Boards and on the Website in due course.**
- e) Consultation on the proposal by LCC to operate a Permit Scheme for Road and Street Activities. (Directed at contractors/authorities/utilities who do work on the roads) – **Noted.**
- f) Info. and details of temporary road closures to allow the Ironman 2014 Event to take place on Sunday 20 July 2014 – **Noted however, concern has been expressed that local businesses along the route may be disadvantaged by the road closures.**
- g) Info. and invitation to attend, Lancashire Rural Development Programme Consultation Events at various locations in June and July – **Noted.**
- h) Copy of grass cutting route and schedule, copy of road sweeping route and schedule and confirmation that the Parish Council can undertake the amenity grass cutting as a devolved function again from West Lancs. BC but with notification that the funding to West Lancs. BC from LCC has had a significant cut again this year which will be reflected in the amount of money per square metre West Lancs. BC will be spending, and subsequently passed on the Parish Council for amenity cuts – **Councillor Johnson will look at the information received. It was reported that some neighbouring Parishes, under the control of a different Borough Council, have now had a second cut whilst the first one has yet to be undertaken in the Parish. Road were last swept on 29/10/13 which is approx. 28 weeks ago whilst footways were last swept on 16/1/14 which is approx. 18 weeks ago.**
- i) Copy of West Lancs. Three Tier Forum draft Minutes from the April Meeting – **Noted.**
- j) Notification of West Lancs. Open Exhibition 2014 – Call for submissions – **Noted.**
- k) Notification of, and invitation to attend, the launch of Preston, South Ribble and Lancashire City Deal, Tuesday 10 June, 6.30-7.30pm at County Hall, Preston – **Noted.**
- l) Late items received which may require discussion/action/observations – i) Confirmation from Appley Bridge WI that the Parish Council comments regarding health & safety have been noted and the small planter has been removed – **Noted.** ii) Info. from LCC on proposed amendments to parking prohibitions on various roads in the County – **Noted.** iii) Notification that small modifications are required to the bid for s106 money to improve and enhance the play facility adjacent to Mossy Lea Village Hall. **Resolved: The proposals will be modified and resubmitted. Councillor Mrs Burton was thanked for all her work on this project.** The addition of picnic benches and planters on the railings would complete the enhancements.

12. HIGHWAYS AND ENVIRONMENTAL MATTERS

- Japanese Knotweed on Mossy Lea Road, near Tunley Lane, needs eradicating.
- The culvert on Mossy Lea Road, near the Village Hall, is blocked and water is now running down the carriageway.
- The Clerk will enquire when the promised drainage works will be undertaken on Mossy Lea Road, in the vicinity of the Village Hall.
- The Clerk will enquire when the smooth road surface on Mossy Lea Road will be improved.
- One pot-hole has been filled at the bottom of Raby Fold Farm driveway but others still require attention. The road surface is also breaking up at this point.
- Councillor Mrs Burton will pursue work required on the old road at the rear of the BP Garage.
- There is a concealed entrance sign which is tatty and faded coming along Mossy Lea Road from Broadhurst Lane towards the Village Hall. It is proving dangerous for residents to exit their driveways safely.
- Councillor Johnson understands there is a new Surveyor, Mr Bill Dawson, at LCC.
- It was confirmed that no further info. has been received regarding the diversion of the public right of way at Boars Den, off Robin Hood Lane.

- A progress report on proposed upgrading of public footpath 21, Moss Lane to Mossy Lea Road, will be requested.

13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES – Nothing to report.

14. ANNUAL NEWSLETTER – Suggested items for inclusion include a summary of the Annual Report, the Financial Statement, Councillors details, Timetable of Meetings. More emphasis will be given to what has been achieved by the Parish Council, Parish Council vacancies together with details of activities in the Village Halls and contact details for Village Hall Bookings. A draft Newsletter will be compiled by the Clerk for amendment and approval at the June Meeting.

15. PARISH COUNCIL VACANCY – Re-advertise in Notice Boards and the Newsletter.

16. VILLAGE HALLS

MOSSY LEA – It was confirmed that the Capital Bid for funding from West Lancs. BC towards new kitchen units has been successful. It has been confirmed that the existing notice board can be refurbished thereby affording the Parish Council the opportunity to apply for funding towards a fence between the car park and grass at Appley Bridge Village Hall from the County Councillor. Discussions have continued with regard to improving/enhancing play facilities on the playing field and the removal of the unstable tree stump. It is hoped that the improvements can be undertaken in time for the school summer holidays.

APPLEY BRIDGE – Suggestion that a bid be submitted for new metal fencing to protect the grassed area from any further damage. A quotation for the fence will be obtained. The hatch between the kitchen and the main hall has been closed and is now stuck. It was suggested that as 2 of the existing light fittings in the main hall now need replacing, funding be sourced to replace the fluorescent lights with fittings similar to those in the kitchen which are more in keeping with the style of the building.

17. PLANNING Observations on the following applications are as detailed:

- 1) 2014/0280/FUL Case 1531625 Earthworks comprising the installation of a new field drain, filling existing hollows and ditch with surplus materials from excavations. Land off Mossy Lea Road and Broadhurst Lane, Wrightington. **The Council object to the filling in of ditches as they serve an extremely important drainage purpose. The ditch between the playing field at the rear of the village hall and the applicants land needs to be cleaned out rather than filled in. If it is filled in drainage problems could occur on the West Lancs. BC owned playing fields at the rear of the hall. The applicants land should retain its status as agricultural land.**
- 2) 2014/0117/FUL Case 1531627 Retain floodlighting to existing paddock. 32 Toogood Lane, Wrightington. **No Objections.**
- 3) 2014/0118/FUL Case 1531629 Retention of stables, paddock (sand) and lighting for private use only. 6 Toogood Lane, Wrightington. **No Objections.**
- 4) 2014/0347/FUL Case 1531631 Raise height of roof to provide first floor living accommodation including dormer extensions to front. Single storey lounge extension, porch to front and pitched roof to replace existing flat roof over sun lounge. (Alterations to planning permission 2013/0396/FUL) 13 Finch Lane, Appley Bridge. **No Objections.**
- 5) 2014/0422/FUL Variation of condition No.4 imposed on planning permission 2013/0158/FUL to allow surface water to be connected to the existing system via a water attenuation system. Land to the rear of 9-17 Broadhurst Lane, Wrightington. (Councillor Mr Hodgkinson left the room at this point having declared an interest in this application earlier in the Meeting) **All Councillors present declared an Interest in this application due to their close working relationship with the applicant. No discussions took place on this application, no comments will be submitted and the decision will be left to the professional officers.**
- 6) 2014/0323/FUL Case 1531633 Two storey building incorporating showroom, training pool, plant room, change facilities, office accommodation at first floor level. Roof lift over part of existing to create full two storey area. 12m deep test tank facility and alterations to existing car park. Demolition of existing lean to to north elevation. Northern Divers Building, East Quarry, Appley Lane North, Appley Bridge. **No Objections.**
- 7) 2014/0265/FUL Incorporation of "in roof" solar PV panels into the roofs of Tunley Brook and

Case 1531635 Ashwood Barns. The panels form part of the roof structure and are flush with the slates. The area taken up on the larger Tunley Brook Barn is 10.92m wide by 2.93m high and will generate 4kw. The area on the smaller Ashwood Barn is exactly half measuring 5.63m Wide by 2.93m high and will generate 2kw. South Tunley Farm, Tunley Lane, Wrightington. **No Objections.**

8) 2014/0266LBC Listed Building Consent – for the above. **No Objections.**

Neighbouring Authority Application – A/14/79273 – To erect 38 Dwellings with associated access and landscaping (Re-submission of A/13/77898). Land to the South of 43/44 Herons Wharf, Appley Bridge, Wigan. The Parish Council has No Objections in principle however the proposals add nothing to alleviate the insecurity felt by road users who cannot see clearly when exiting Herons Wharf and when going under the bridge. It was suggested that a one-way system be introduced.

18. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS – Notification of New Councillors & Clerks Workshops at Howick House in July and an Employment Workshop in June – Noted.

19. ACCOUNTS - To receive the following list of accounts for Approval:

For Payment:

Aon UK Limited	Annual Insurance Premium	£1615.68
United Utilities	Water Charges ABVH	£54.84
Mrs C A Cross	Clerk's Salary – Net	£618.72
HM Rev. & Customs	Tax due by Clerk	£4.20
Petty Cash		£25.00
D/D E.on	Electricity Charges MLVH	£128.92

Receipts:

West Lancs. BC	1 st Half Concurrent Grant	£1655.50
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Resolved: Payment and receipt of the above accounts be approved. That the Bank Reconciliation up-to 31/3/14, Income & Expenditure Account and Balance Sheet, Financial Statement and Governance Statement on the Annual Return for Audit for the year ending 31 March 2014, presented to the Council by the Clerk, be approved as an accurate statement of accounts for submission to the external auditors.

20. DATE AND VENUE OF NEXT MEETING:

RESOLVED: That the next Meeting of the Parish Council will be held on Monday 16 June 2014 at Mossy Lea Village Hall at 7:30 pm.

Minutes 1 to 20 will be accepted as a correct record and signed by the Chairman at the Meeting to be held on Monday 16 June 2014.

Members of the Public and Press are welcome to attend

Meeting Closed: 9:44 pm

Chairman:

Date:

REPORT 1

- Notification permission granted for erection of new single storey IVF clinic and part demolition of existing building 22. Wrightington Hospital, Hall Lane, Wrightington.
- Notification that the appeal against West Lancs. BC decision to refuse outline planning permission for 4 affordable dwellings on land north of 7 Broadhurst Lane, Wrightington, has been DISMISSED.
- Request for donation towards the work of the Open Spaces Society.
- Notification of changes to 113/611/612 Bus Services Wigan-Wrightington Hospital and 636/637 Bus Services Wigan-Wrightington.