

WRIGHTINGTON PARISH COUNCIL

At the Annual Meeting of the Council of the Parish of Wrightington held on Monday 15 May 2017 at Mossy Lea 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.)

The grid near the drop kerbs, 3-4 houses away from Mossy Lea Village Hall, is a trip hazard. It was reported that Mr Ryder from Mossy Lea Road does a lot of litter picking voluntarily on Carr House Lane, with one or two residents in Appley Bridge reportedly doing the same. It was reported that new tops have been put on the street lights on Mossfields but some of the residents do not like them as the spread is not quite as wide and the light is white light. It was reported that the new lights will last longer. Street light number 206 and 208 on Mossy Lea Road are on all day.

1. **APOLOGIES** - Were received from Councillor House (family commitment).
2. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**

The following Proposal was made:

Councillor Mrs J Burton

Proposed by Councillor Mr F Hodgkinson

Seconded by Councillor Mr P Gartside

The Council voted and it was **RESOLVED**: That Councillor Mrs Burton is elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2018. (Councillor Mrs Burton signed her declaration of acceptance of office.)

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

The following Proposal was made:

Councillor Mr F Hodgkinson

Proposed by Councillor Mrs J Burton

Seconded by Councillor Mr P Gartside

The Council voted and it was **RESOLVED**: That Councillor Mr Hodgkinson is elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2018. (Councillor Mr Hodgkinson signed his 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 - No declarations were made at this point in the Meeting however, should a Councillor feel he/she has any interest in later matters he/she will declare it at that point.
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 2017/2018 - Resolved**: That the following proposed timetable of meetings be accepted:

2017

15 May

Mossy Lea Village Hall, Mossy Lea Road, Wrightington

ANNUAL PARISH MEETING 7.00 PM

ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM

| | |
|--------------|---|
| 19 June | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 17 July | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| August | No Meeting |
| 18 September | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 16 October | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 20 November | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 18 December | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |

2018

| | |
|-------------|---|
| 15 January | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 19 February | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 19 March | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 16 April | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 21 May | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 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.
 Borough Liaison Committee – Chairman, Vice-Chairman and Clerk.
 Village Hall Representative – A representative will be appointment as/when required.
 Appley Bridge Community Association – Councillor Mr C House was appointed – 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 27 April 2017 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 THE PREVIOUS MEETING

Minute 149 – Stones still remain an obstruction on grass verges on Tunley Lane whilst the boulders on the highway in the lay-by on Hall Lane still need removing.

Councillor Mrs Burton confirmed that the dangerous metal rod in the verge on Courage Low Lane has been removed but the fence promised at this location has not been erected.

The Clerk will remind Andrew Davies at LCC about the sight meeting in relation to stopping up part of the highway on Broadhurst Lane.

The Clerk will ask the PCSO to check the car and minibus now parking on the car park adjacent to the Pensioners Hall. The parking is obstructing use for the residents of the bungalows.

Minutes of the Ironman Meeting – All Councillors present agreed the Minutes are an accurate reflection of the Meeting. The Council agree that they need to see “The Wrightington Plan”. After the event the Council may write to the Safety Advisory Group referred to by Ironman representatives to see if they were satisfied with this year’s event and the level of stewarding.

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:

- Response to issues raised regarding litter being anti-social behaviour and CCTV cameras – **Noted.**
- Advance notification of code of conduction training at West Lancs. BC in Sept or Oct – **Noted.**

- c) Request for your assistance with drainage issues for some residents on Mossy Lea Road, which have arisen following the grant of planning permission at a home on Mossy Lea Fold – **The Council believe that this should be the responsibility of the person who needs the drains moved. United Utilities are responsible for drains and the advice leaflet states that responsibility lies with the person making the request. The homeowner will be advised to make sure that the drain can actually be diverted under building regulations and if there is no co-operation from West Lancs. BC, the Citizens Advice offer free legal advice on such matters.**
- d) Request for a donation from the Open Spaces Society – **No donation at this time.**
- e) Late items received which may require discussion/action/observations – i) Confirmation that DPD drivers have been told to avoid the Courage Low Lane/Toogood Lane/Halfpenny Lane route unless they have a specific delivery along the route – **Noted.** ii) Report of stationary traffic on Mossy Lea Road waiting for Huws Gray to open – **The Council will report this to West Lancs. BC environmental health dept and stress that there is a primary school close by.** iii) Notification of an application for a new licence for One Stop Hire Ltd, for 1 vehicle at Ainscough Business Park, Mossy Lea Road – **Noted.**

12. HIGHWAYS AND ENVIRONMENTAL MATTERS

- The Chain link fence along the front of Mossy Lea Playing field has slid down the posts and needs re-attaching.
- It was reported that cars are driving through the forecourt at the BP garage rather than go around the roundabout.
- There is a broken rotten tree resting on the fence at the edge of the car park at Tunley URC. The tree is unsightly. Councillor Johnson will speak to Mrs Balls from Tunley URC.
- No further action has been taken yet to resolve drainage issues outside 15 Mossy Lea Road.
- Grass verge cutting in general in the Parish is poor. There are signs of Japanese Knotweed in the verge on Mossy Lea Road, between the junction with Tunley Lane and Derby House. The grass on the motorway island is extremely long and needs cutting.
- Nettles and laurel hedges need attention outside 1, 2, 3 & 4 Mossfields.
- The ditches on Church Lane have been cleaned out by the landowner, however, he has left all the debris removed on the grass verges which makes it difficult for grass cutting machinery to cut the grass. Some Councillors feel the landowner should take the debris away once removed
- Councillor Mrs Burton reported that she has been informed that the landowner is beginning to erect a 6' fence on the right hand side of the diverted public footpath at Boars Den. Councillor Mrs Burton will monitor this.

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

14. ANNUAL NEWSLETTER – Suggested items for inclusion - A concise version of the Annual Report, the Financial Report, Parish, Borough and County Councillors contact details, timetable of Meetings, useful contact numbers, details of activities in the Village Halls. Councillor Mrs Burton suggested that as all the information contained in the Newsletter can now be found either on the website or on the facebook page, the Council could save money by not producing a Newsletter this year. A similar decision has been taken in a neighbouring Parish. Some Councillors were of the opinion that not everyone has access to a computer and that the double page Newsletter produced last year was a huge improvement on those in previous years. Following discussions Councillors agreed to go ahead this year and to also include the information on the website and on the facebook page.

15. VILLAGE HALLS

MOSSY LEA – Embroidery Class (Sunday) £50. Notification that the Church of God will be using the hall every Saturday w/e/f 2 September 2017. Notification that Lancs. Adult Learning have booked a 3 week wreath making course in November/December. A 5 week Yoga for Beginners course will commence on Tuesday 20th June, 1.30pm-3.30pm. Payment for the Thursday embroidery course is now made directly into the village hall account. The Clerk confirmed that Water Plus will now be dealing with water charges for the village hall.

APPLEY BRIDGE – The Clerk confirmed that the Capital Bid submitted for painting Appley Bridge Village Hall has been successful. A suitable time to undertake this work will need to be found. The Clerk confirmed that Water Plus will now be dealing with water charges for the village hall.

16. PLANNING To discuss the following applications:

- 1) 2017/0375/FUL Erection of toilet block. BP Connect, Crow Orchard Service Station, Mossy Lea Road, Wrightington. **Resolved - The Council feel the existing holding tank will be in-adequate to support the proposals. It is insufficient for the current need as is evidenced by the leakage/seepage from the tank. The Council believe the site should be connected to the main sewer or a larger septic tank should be installed. The site also needs to be tidied more often.**
- 2) 2017/0424/FUL Two storey rear extension and single storey rear extension. 38 Toogood Lane, Wrightington - **Resolved: No Objections.**
- 3) 2017/0464/FUL Single storey extension to rear with flat to pitch alteration to existing front and rear dormers. New raised patio to rear. Jacquemar, Hall Lane, Wrightington - **Resolved: No Objections.**
- 4) 2017/0451/CON Approval of details reserved by Condition Nos. 4 and 5 of planning permission 2016/0750/FUL relating to details of finished floor levels of all parts of the site, including floor levels of the approved building, and a scheme for the foul and surface water drainage of the development. Tunley Brook Barn, Mossy Lea Road, Wrightington - **Resolved: No Objections.**

17. STANDING ORDERS - Resolved: In Accordance with Standing Order No 19, Standing Order No 18 was suspended to allow the remaining items of business to be conducted.

18. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS – Info. on Spring Conference – **Noted.**

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

For Payment:

| | | | |
|-------------------|--|--------|----------|
| Aon | Insurance Premium 3/3 | | £1621.78 |
| Water Plus | Water Charges ABVH | | £62.88 |
| Mrs C A Cross | Reimburse 50% cost of Ink cartridges | £13.63 | |
| | Reimburse soap/cleaner for Village halls | £8.90 | £22.53 |
| Petty Cash | | | £50.00 |
| Mrs C A Cross | Clerk's Salary – Net | | £725.13 |
| HM Rev. & Customs | Tax & NI due by Clerk | £33.20 | |
| | NI due by Parish Council | £10.81 | £44.01 |
| D/D – British Gas | Gas used at Appley Bridge Village Hall (estimated) | | £167.54 |
| D/D – Eon | Electricity used at Mossy Lea Village Hall | | £133.32 |

Receipts:

| | | | |
|----------------|---------------------------------------|--|----------|
| West Lancs. BC | 1 st Half Concurrent Grant | | £1324.50 |
|----------------|---------------------------------------|--|----------|

Resolved: Payment and receipt of the above accounts be approved. That the Bank Reconciliation up-to 31/3/17, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement on the Annual Return for Audit for the year ending 31 March 2017, 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 19 June 2017 at Appley Bridge 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 19 June 2017.

Members of the Public and Press are welcome to attend

Meeting Closed: 10:17 pm

Chairman:

Date:

REPORT 1

- a) Confirmation that the second Ironman Meeting will be held on Thursday 18th May at 7.00 pm at Mossy Lea Village Hall + details of road closures in Chorley.
- b) Advance notification of carriageway surface dressing works proposed on Robin Hood Lane in August 2017 which should take 1 working day to complete.
- c) Advance notification of carriageway surface dressing works proposed on Bannister Lane in August 2017 which should take 1 working day to complete.