

# WRIGHTINGTON PARISH COUNCIL

At the Annual Meeting of the Council of the Parish of Wrightington held on Monday 20<sup>th</sup> May 2019 at Mossy Lea Village Hall at 7.30pm the following were present:

Councillors: Mr F Hodgkinson (Chairman), Mrs J Burton, Mr F Johnson, Mrs K Jukes, Mrs R Critchley and Mr C House.

## 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.)

Before discussions began Councillor Mrs Jukes reported that she had sought advice on recording the Meetings and has been told that she can do so. The Clerk asked for what purpose Councillor Jukes would be recording the meeting. Councillor Jukes said it would be for her own personal use and began the recording. The Community Association asked if the Parish Council could chase up the request to LCC for zebra crossings on Appley Lane North. It was reported that a year ago the Community Association mentioned their concerns about the play area at Appley Lane South. At the time, West Lancs. BC said the money they had was being used towards a Skelmersdale Project. The Community Association asked if the Appley Bridge ward Councillors could visit the play area to observe the poor condition of the equipment and the dangerous metal benches on the site. The Clerk will contact West Lancs. BC and Councillor Mrs Jukes agreed to visit the play area. A gentleman present queried the gas bill at Appley Bridge Village Hall which he felt was rather high. It was explained that both village halls are kept at an ambient temperature for village hall users. He suggested turning the thermostat down at Appley Bridge Village Hall to reduce the bills. Bus Shelters in the Parish still need cleaning – this matter is in hand with the bus shelter company. The hedge at the junction of Stoneygate Lane and Appley Lane North, although recently cut back, is still not back far enough. The Clerk reported the response from LCC – that the property owner has done everything LCC asked, he has cut the hedges back as far as the boundary of his land and, having looked at land ownership details at the Land Registry, it would appear the lamp post on Appley Lane North and the gateposts and gate on Stoneygate Lane, are on the home owners land. LCC would have to compensate the home owner if he was forced to cut the hedges back any further or cut them down lower to improve sight lines and they do not have the money to do this. Discussions on the Parish Council website took place. It was reported that it needs to be updated more often, that some of the out of date items need removing and that it needs maintaining. The Clerk explained that this is not within her remit as she is not familiar with websites and, that it is difficult when someone outside the Parish Council does this job because it is still necessary for someone to send the information off for uploading. Councillor House agreed to speak to a colleague who may be willing to take on responsibility for the website. The Parish Council was asked how Appley Bridge in Bloom could obtain a donation from the Parish Council. A lady present, Judith, explained how it works and that it covers cross-border planting and maintenance of specific areas in both Parishes. It was confirmed that they get help from the Wigan side with this and that £350 was obtained from County Councillor Fillis for last year. The theme for this year's competition is Community – schools, nursery, scouts, and the Community centre. They had originally been advised to enter the Best Kept Village Competition but it is very difficult to compete with chocolate box villages like Croston and Mawdesley. Judith and her small team of volunteers work in Appley Bridge and would be grateful for any assistance from the Parish Council. The Clerk confirmed that a letter of application for a donation is all that is required.

1. **APOLOGIES** – No apologies required as all elected Councillors are present.
2. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**

For the benefit of new Parish Councillors the Clerk explained that the normal practice on Wrightington Parish Council is for the Chairman to serve a 2 year term of office to allow him/her to see projects through and to maintain continuity, however, the Chairman is still elected on an annual basis. Councillor Hodgkinson has served his first year and therefore,

The following Proposal was made:

Councillor Mr F Hodgkinson

Proposed by Councillor Mrs J Burton

Seconded by Councillor Mr F Johnson

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 2020. (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 J Burton

Proposed by Councillor Mr F Hodgkinson

Seconded by Councillor Mr C House

The Council voted and it was RESOLVED: That Councillor Mrs J Burton is elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2020. (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 – **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, ANNUAL AUDIT PLAN AND GENERAL DATA PROTECTION POLICY - **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 2019/2020 – Approved 2019

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

#### 2020

20 January	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
17 February	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
16 March	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
20 April	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
18 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

Finance Sub-Committee – All Parish Councillors

Public Rights of Way Sub-Committee – Councillors Mr Hodgkinson, Mrs Burton and Mr Johnson

Planning Liaison Group – Councillors Mr Hodgkinson and Mrs Burton plus any two other Councillors

### 8. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Appley Bridge/Parbold Quarry Liaison Committee – Councillor Mr 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 Mrs Critchley 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 Mr House.

Peter Lathom Charity – Councillor Mrs Critchley.

9. **MINUTES** – The Minutes of the Meeting of the Parish Council held on Monday 15<sup>th</sup> April 2019 had been circulated in advance of the Meeting, but before they were accepted as a correct record, Councillor Jukes wished the following to be Minuted verbatim in relation to the Minutes of the April Meeting “I am not challenging the integrity of Carolyn, I am challenging the integrity of the Minutes”. The April Minutes will be amended and signed by the Chairman at the June Meeting.

10. **UPDATE/PROGRESS WITH ISSUES RAISED AT THE PREVIOUS MEETING** - Nothing to report that will not be dealt with elsewhere on the agenda.

#### 11. **CORRESPONDENCE/INFORMATION ITEMS**

Items reported to, and noted by, the Council – no decision required: REPORT 1 – page 6 – ACCEPTED.

Items requiring discussion, observations or action by the Council:

- a) Response from LCC officer to request to cut hedges at the junction of Appley Lane North and Stoneygate Lane, further back – **Discussed earlier – Noted.**
- b) Update and response from LCC Speed Management Team to request for yellow speed concern signs on several roads in the Parish – **Resolved – The Council will request Elderly People signs at the Stoneygate Lane/Appley Lane North junction & Children Crossing signs at the junctions of Skull House Lane/Appley Lane North & Finch Lane/Appley Lane North.**
- c) Response from Bishop Rawstorne Academy to your letter re: admissions policy – **The response was disappointing, however, it is clear the school has no room to expand and has become a victim of its own success.**
- d) Letter of thanks from West Lancs. BC to the recent Great British Clean up – **Standing Orders were lifted by the Chairman to allow members of the Community Association to report – in Appley Bridge the litter picks were undertaken over 3 days. 4 hours on Wednesday with 8 people taking part, 4 hours on Saturday with 8 people taking part and 4 hours on Sunday with 12 people taking part. There were 50 bags of rubbish which included sandwich bags, alcohol bottles, dog poo bags, chocolate wrappers but, also included a large knife with an 8” blade with blood on which was bagged and handed to the Police. The Meeting was resumed.**
- e) Parish & Town Council Charter for West Lancs. Review – for comment – **The Council will comment as follows: Part 1 - The Council feel this Charter should continue to be separate from the County Council and should continue as the Borough Parish Charter for West Lancashire. The Council feel that the language used in the Charter should be more robust and positive, giving a definite approach to things rather than looking at things "if practical". Part 2 - The Parish Council do not want Paragraph 6 deleted. The Council feel that Borough Councillors should make themselves more available to attend Parish Council Meetings. Point 2.4.5 - The Parish Council feel the language again should be more positive and more robust and should not just be a suggestion which the words "where practical" seem to imply.**
- f) Letter from Millbank Flood Action Group following the presentation from the Quarry owner at last month's Meeting – **Noted.**
- g) Invitation from CPRE to visit Mere Sands Wood and attend the AGM at 3pm on Thursday 23<sup>rd</sup> May 2019, Mere Sands Wood Nature Reserve – **Noted.**
- h) Invitation from CPRE to introductory Neighbourhood Planning workshop, Ormskirk School, 22<sup>nd</sup> May 2019 at 7.30pm – **Noted. Councillor Jukes is secretary to the Lancs. Branch.**
- i) Late items received which may require discussion/action/observations – i) Email confirmation that the request for additional litter bins in Appley Bridge will be considered as part of the forthcoming borough wide litter bin provision review – **Noted.** ii) Confirmation that, new opening hours for Waste and Recycling centres will be 9am-5pm all year with effect from October 2019- **Noted.** iii) A request for a financial contribution from Appley Bridge

Community Association towards the provision of metal village name signs in Appley Bridge – **Standing Orders were again lifted by the Chairman to allow members of the Community Association to explain further. It is a complicated process to erect these as a licence is required from LCC as they will become street furniture. Councillor Mrs Burton said that Appley Bridge starts at Fairy Glen and includes all of Hall Lane which will not be included as Appley Bridge if the suggested locations for the signs are used. It was explained that these are not boundary signs, they are decorative signs only. It was confirmed that 2 locations are in West Lancs. and 2 are in Wigan. Councillor Johnson felt that the provision of signs of this type should be for the whole Parish. It was reported that, in the Parishes that already have them, the Parish Council has paid for them. The Parish Council requested that ABCA keep them informed on discussions and outcomes from LCC. Once a decision has been received from LCC, the Parish Council will consider the request for a donation towards the cost.** iv) A request for information as to ownership of land adjacent to 381 Mossy Lea Road – **It was reported that the grass has been cut and strimmed regularly. That united utilities applied to build 3 houses on this plot some time ago, which was refused. The site has now been tidied and residents are concerned this may be in preparation for development. The Parish Council has no knowledge of who owns the land and will discuss it again if something happens there.**

## **12. HIGHWAYS AND ENVIRONMENTAL MATTERS**

- The pothole at the junction of Beacon View/Appley Lane North is increasing in size.
- The Police will be asked to attend the June Parish Council Meeting if they are on duty.
- Strimming around the hazard markers near Raby Fold Farm, Mossy Lea Road, is still needed.
- Not all the potholes at the junction of Boundary Lane/ Mossy Lea Road have been filled.
- Hedges adjacent to the path to the play area, Mossy Lea Road, have been cut back.
- It was reported that there seems to have been an increase in Mossy Lea of break-ins. 2 cars and 1 house have been broken into recently. Reported incidents of odd behaviour from unidentified males on Manse Avenue, is giving cause for concern. Milk has been stolen from doorsteps. It was confirmed that residents need to be encouraged to report all these incidents to the Police using the 101 number as they need to be logged to form part of the crime statistics for the area. The question of who decides where a PCSO should go was raised. It was suggested that some reports on the 101 number are not being responded to. It was reported that it is very rare that a Police car is seen on the roads in Mossy Lea and Appley Bridge. The PCSO details will be put on the website.
- Speeding vehicles remain an issue on Courage Low Land and Toogood Lane. Additional signage re: Tunley Lane, is required when approaching from the Toogood Lane direction.
- A fence is still required where the ditch has recently been attended to on Courage Low Lane.
- Traffic control is still required at the Herons Wharf/Mill Lane junction, particularly now that the Boathouse has re-opened. The Council will suggest a priority lane, similar to the arrangements over the canal bridge at Gathurst.
- The Parish Council will again request an upgrade to the play area at Appley Lane South.
- Speeding vehicles remain an issue on Tunley Lane.
- It was suggested that the increase in traffic in the village could be attributed to the closure of the access to the M6 service area at Charnock Richard. Councillors feel that the traffic lights on the motorway roundabout at junction 27 have not had the desired effect and there are now horrendous build ups of traffic at busy periods.

**13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES – LALC Area Committee Meeting** - attended by Councillors Hodgkinson, Mrs Burton and Mrs Jukes. Planning policies and Neighbourhood Plans were discussed. It was reported that, unless there is a possibility that a lot of development could take place in a parish, the production of a Neighbourhood Plan is too expensive. Councillor Mrs Burton asked Councillor Jukes about her attendance as she is not the Parish Council representative. Councillor Jukes confirmed that she had been invited to attend.

**14. ANNUAL NEWSLETTER – Suggested items for inclusion – Parish Council Vacancies with a deadline for applications by the end of August. Summary of the Annual Report. The Financial**

Statement. Update the locations to include the 6<sup>th</sup> defibrillator. Highlight what the Parish Council do and what they have achieved. Include a small space showing what is happening in the Community Centre with contact details. The format will be an A4 paper folded into an A5 booklet, and in colour would be appropriate. It was suggested that Councillors photographs could be put on the website so that a face can be put to a name. Draft Newsletter for June Meeting.

## 15. VILLAGE HALLS

MOSSY LEA – Yoga Classes £140. Children’s Party £40. Craft Class £95. Sleep Apnoea £180. Village Hall will be used on Thursday 23<sup>rd</sup> May for the European Elections.

APPLEY BRIDGE – Amended location of barrier + correspondence from a resident and West Lancs. BC, on this matter. A copy of the landlords consent (West Lancs. BC) to the installation of the barrier has been received. It was confirmed that following discussion with West Lancs. BC officers, the land is private land, it is not a public open space and that keys will be provided for village hall users and parents for school use. It is inappropriate that village hall users and Councillors are verbally abused by residents parking there. The barrier will go ahead as planned and cars will continue to be leafleted.

16. **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.

17. **PLANNING** To discuss the following applications:

1) 2019/0381/FUL Erection of single two storey dwelling with integral garage, access, parking and front boundary wall. Mulberry House, 1A Carr House Lane, Wrightington.

**Resolved: No Objections.**

2) 2019/0402/FUL Creation of new porch and entrance, double storey rear extension to form garden room on ground floor and bedroom on first floor. Four Acres, Hall Lane, Wrightington. **Resolved: No Objections.**

18. **LANCASHIRE ASSOCIATION OF LOCAL COUNCILS** – Notification of a Welfare Rights Service Public Consultation + Consultation on the LALC Constitution + A Policy E-Briefing from the Traffic Commissioners. **The Parish Council are disappointed that cuts in the Welfare Rights Service will once again impact on the most vulnerable in society. Consultation on the LALC constitution will be discussed at the June Meeting.**

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

### **For Payment:**

Parish & Town Training, Lancashire – New Councillor training courses x 5		£151.00
Whitehill Direct Ltd Recycled Plastic Picnic Tables x 2		£993.60
Mrs C A Cross Plumbing expenses, fluorescent tubes, air fresheners – MLVH		£81.77
Mrs C A Cross Clerk’s Salary – Net		£799.80
HM Rev. & Customs Tax & NI due by Clerk	£26.24	
	NI due by Parish Council	£41.01
		£14.77
D/D British Gas Gas supplied ABVH		£155.46
D/D E.on Electricity supplied MLVH		£164.16
D/D E.on Electricity supplied ABVH		£54.80
D/D E.on Electricity supplied ABVH		£27.42
D/D CPRE Annual Subscriptions		£36.00

**Resolved**: Payment of the above accounts is approved. That the Bank Reconciliation up-to 31/3/19, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement on the Annual Return for Audit for the year ending 31 March 2019, 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 17 June 2019 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 17 June 2019.

Members of the Public and Press are welcome to attend

Meeting Closed: 10:10 pm

Chairman:

Date:

## **REPORT 1**

- a) Notification permission granted for variation of condition no.10 of planning permission 2018/0941/FUL relating to Regulation 55 of the Conservation of Habitats and Species Regulations 2017. Richardsons Farm, Finch Lane, Appley Bridge.
- b) Notification permission granted for single storey rear extension to a semi detached dwelling. 12 Ashfield Terrace, Appley Bridge.
- c) Notification permission granted to site a shipping container which will be transformed into an Artisan Style Coffee Shop. To grade and re-level the existing ground conditions to create customer parking facilities. Land adjacent to 51 Skull House Lane, Appley Bridge.
- d) Notification permission granted for demolition and reconstruction of part of side and rear elevation, and erection of single storey extension to side and rear. Alterations to existing rear windows. South Tunley Farm, Tunley Lane, Wrightington.
- e) Notification listed building consent granted for demolition and reconstruction of part of side and rear elevation, and erection of single storey extension to side and rear. Alterations to existing rear windows. South Tunley Farm, Tunley Lane, Wrightington.
- f) Confirmation from PCSO Holderness that he and PCSO Smith will attend the Parish Council Meeting to update on matters in the Parish.
- g) Copy email from BC Baybutt confirming that she has requested a pavement sweep on Appley Lane North the week before Remembrance Sunday.
- h) Confirmation that the recent litter pick requested on Mossy Lea Road, from Boundary Lane to Crow Orchard Road, has been completed.
- i) Confirmation from LCC that following investigation public footpath 21 is included in the mowing programme and will be cut in May/June.
- j) Confirmation from LCC that your report of Japanese Knotweed adjacent to the footpath at the Slacks will be investigated.
- k) Notification from LCC of amended fees for residents parking permits.
- l) Copy CPRE Fieldwork – Spring 2019
- m) Copy CPRE Countryside Voice – Spring 2019