

# WRIGHTINGTON PARISH COUNCIL

At the Annual Meeting of the Council of the Parish of Wrightington held on Monday 16<sup>th</sup> May 2022 at Appley Bridge Village Hall at 7.30pm the following were present:

Councillors: Mrs J Burton (Chairman), Mr F Johnson, Mr A J Shaw, Mrs K Jukes, Mr F Hodgkinson, Mr C House and Mr R Alexander. Also present 7 members of the public.

## 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, Borough 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 Chairman welcomed those present to the May Meeting and asked that we all treat each other with respect and respect everyone's points of view. A member of the public present asked if the Committee referred to in Agenda Item 8 - Appley Bridge/Parbold Quarry Liaison Committee – ever reports back. Councillors confirmed that this committee was set up 30+ years ago by LCC to ensure concluding work and capping off after West Quarry and Parbold Quarry were filled, was undertaken properly. It was confirmed that Parbold PC is unaware of this committee. It was reported that the last meeting would have been in excess of 20 years ago. Whether this committee still exists at LCC will be pursued. A resident present asked why a regular bus from Wigan to Wrightington Hospital could not be put in place. Many elderly residents have to alight the bus at Randalls Corner and either walk, or find another means of getting to the hospital, as the current daytime route does not go that far. It was confirmed that the bus only goes from Wigan to Wrightington Hospital after 7pm which is after most hospital appointments have finished. It was suggested that residents could choose to use Dial-a-Ride to bridge this gap. The Council will ask why the route to the hospital only runs in the evening and not in the daytime when access to the hospital is required.

1. **APOLOGIES** - Were received and accepted from Councillor Chambers (family emergency).

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

The following Proposal was made:

Councillor Mrs J Burton

Proposed by Councillor Mr C House

Seconded by Councillor Mr F Johnson

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 2023. (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 C House

Proposed by Councillor Mrs J Burton

Seconded by Councillor Mr F Johnson

The Council voted and it was **RESOLVED**: That Councillor Mr House is elected for a Term of Office terminating on the day of the Annual Meeting of the Parish Council in 2023. (Councillor Mr House 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 - **Councillor Mrs Burton declared an interest in groundwork discussions at the village halls. Councillor Shaw declared an interest in Planning item 1). Councillor Mrs Jukes reported that she is currently in a legal debate with the owner of West Quarry over land ownership. No further 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, FINANCIAL ARRANGEMENTS 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 DATA PROTECTION POLICY - Resolved:** These documents be adopted for the ensuing year and that the Revised Code of Conduct be adopted as applicable to Parish Councils with effect from this Meeting, May 2022. Councillors must ensure Village Hall Constitutions are referred to during meetings and terms and conditions applied. It was confirmed that documents will be reviewed over the coming year and amended or updated as appropriate including updating Standing Orders if required.

6. **TIMETABLE OF MEETINGS FOR 2022/2023**

**2022**

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

**2023**

16 January	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm BUDGET MEETING 6.30 PM PARISH COUNCIL MEETING 7.30 PM
20 February	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
20 March	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
17 April	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
15 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**

Finance Sub-Committee – All Parish Councillors

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

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

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

Appley Bridge/Parbold Quarry Liaison Committee – Following discussions as to whether this committee, formed 30+ years ago by LCC still exists, it was agreed that enquiries will be made at LCC before appointing Borough Liaison Committee – Chairman, Vice-Chairman and Clerk.

Village Hall Representative – A representative will be appointment as/if/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 Mr Hodgkinson.

Peter Lathom Charity – Councillor Mr Johnson.

9. **MINUTES** – The Minutes of the Parish Council Meeting held on Monday 11<sup>th</sup> April 2022 had been circulated in advance of the Meeting, were accepted as a correct record, and signed by the Chairman.

10. **CORRESPONDENCE/INFORMATION ITEMS**

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

CIL Receipts – The Clerk agreed to determine which development had resulted in the CIL money received.

Items requiring discussion, observations or action by the Council:

- a) Confirmation from LCC that speed safety concern signs have been erected on Appley Lane North – Read aloud at the PC Meeting – **Noted.**
- b) Response to requests for clarification to issues raised re: the ramp at East Quarry – Read aloud at the PC Meeting – Councillor Shaw explained how permitted development rights work and how they can capture existing work undertaken without the benefit of planning permission. **The Council will respond stating that the pad was in place, without planning permission, prior to the landowner informing LCC he was going to develop a smaller ramp using permitted development rights. Members of the public, and some Councillors, believe it is unreasonable to unfold permitted development rights retrospectively to catch/include development which has already occurred without planning permission. The officer will be asked to explain how this is possible. Residents and some Councillors believe the pad, which is clearly visible from the front of the site, does materially affect the external appearance of the site which has clearly changed since the installation of the pad. The response to paragraph 2 of a previous email states the "legal judgement is ...". Where has this judgement come from? The response states that legal advice was obtained when making these decisions. To residents' knowledge, no court action has been involved which would provide this legal judgement at this site. The officer will be asked to clarify that any decisions made in relation to the quarry have only been made on the basis of legal opinion and legal advice and not a legal judgement. It was clarified that the owner of the Quarry is Maybrook but developer referred to previously and in reports from Borough Councillor Jukes at last month's Meeting is Northern Diver.**
- c) Confirmation the PC bid for Capital Funding towards purchase of 2 SPID's has been successful – Councillors agreed that permanent SPID's could reduce their effectiveness. Councillor Johnson feels moveable SPID's could be placed in a few locations on Appley Lane North, similarly on Mossy Lea Road, and possibly on Moss Lane to be more effective. If LCC state where these cannot be located it will be easier for the Parish Council to determine more acceptable locations.
- d) Price for supply and installation of new Notice Board in the vicinity of the Chisnall Avenue, Mossy Lea Road junction – **Resolved** – **That a secondary Notice Board, similar to the secondary notice board at Appley Lane South, be purchased and installed near the bus shelter at the junction of Mossy Lea Road/Chisnall Avenue. It was suggested that the Clerk meet the contractor onsite to discuss a location which is within acceptable reach. That a price be obtained for the addition of a header board to this notice board and the secondary one at Appley Bridge. It was suggested that when the new notice board has been installed the key to the existing one could be donated for use by the Pensioners or the Church.**
- e) Reminder – Advance Notification from West Lincs. BC of Code of Conduct Training for Parish Councillors, Wednesday 6<sup>th</sup> July 2022, 6pm-8pm, Council Chamber, Ormskirk – **Noted.**
- f) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate - **Resolved** - **that the Insurance had been reviewed prior to agreeing to the 3 year contract. That the insurance remains effective, adequate and fit for purpose.**
- g) Notification the nomination window for the Queen's Award for Voluntary Service is now open until 15<sup>th</sup> September 2022 – **Noted.**
- h) Late items received which may require discussion/action/observations i) An email request to report the poor state of the carriageway on the motorway roundabout was reported – **Councillors confirmed that this is dangerous for motorists using both lanes around the roundabout. It was further reported that the road surface on Crow Orchard Road, between Back Lane and Hall is in a very poor state of repair, and earlier road works have sunk forcing motorists to cross the centre line of the carriageway, into the path of oncoming vehicles, to avoid this significant depression in the carriageway.**

## 11. HIGHWAYS AND ENVIRONMENTAL MATTERS

- LCC were commended for the resurfacing work recently undertaken on Moss Lane, however, the Council will request SLOW markings be reinstated on the approach to Courage Low Lane.
- It was reported that the broken seat on the grass verge near the Boundary Lane junction could be easily repaired with new wooden boards and fixings. It was confirmed that if the Parish Council

take responsibility for this work/maintenance, they will be accepting responsibility/liability for the bench going forward. A price will be obtained for repairs to the bench.

- The Council confirmed they will register the CCTV cameras at MLVH with the Police.
- The Council will enquire where the Wrightington, West Lancs. village entrance sign has gone from the Wood Lane boundary.
- The Clerk reported that 2 of the defibrillators in Appley Bridge have stopped working. This has been reported to the manufacturers and work is underway to either repair them or replace them. Once replaced new locations are required for them as the current locations are no longer suitable. The Boathouse and Pesto will be approached as alternative new locations.

At this point Councillor Mrs Jukes left the Meeting as she was unwell. Several members of the public assisted Councillor Mrs Jukes, collecting her belongings and helping her to return home.

**12. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES** – Nothing to report.

**13. ANNUAL NEWSLETTER** – Suggested items for inclusion – Parish, Borough and County Councillors names and contact details. Timetable of Meetings. Annual Report and Financial Statement. Details of Coffee Mornings and activities in the Village Halls. Possibly details of the pre-schools available in the Parish, space permitting. Locations of the defibrillators and primary and secondary Notice Boards. Details of repairs to the bench near Boundary Lane, and future purchase of SPID's along with Jubilee tree planting.

**14. VILLAGE HALLS**

MOSSY LEA – Yoga classes have now started on Tuesday evenings. It was reported that the people who booked the Children's party recently were also having fun on the play area adjacent.

APPLEY BRIDGE – There is a possibility that a play group may be starting.

Councillors Mrs Burton and Mr House left the room for the following discussion and it was proposed, seconded and **Resolved that Councillor Mr Shaw Chair this part of the Meeting.**

Details/Discussions of work quoted for at MLVH and ABVH for 2022/23. 3 quotations circulated – Emergency action taken by last year's contractor between Meetings for ratification. It was **Resolved – action taken was appropriate and the contractor will be thanked for stepping in.** Councillors examined the differences in the 3 quotations obtained. Some contractors felt that last year's contractor has been treated poorly and that this whole process should have been simple. The Clerk explained that, in the absence of the Chairman (who had declared an interest and left the room) and Vice-Chairman (who had sent his apologies) at the February Meeting, someone should have been appointed to Chair this part of the Meeting where the discussions were undertaken. This did not happen. There was no structure to this part of the February Meeting, a proper discussion on this did not take place, no resolutions were passed, and the consequences of this lead to upset and disappointment. It was clarified that, contrary to what was reported, last year's contractor did not go back to undertake any further work in relation to moss removal at Appley Bridge Village Hall after his payment was withheld at the February Parish Council Meeting. The work was undertaken, and finished, when he was instructed to go ahead with moss removal in November, no further work was undertaken before or after he submitted his invoice for payment. Councillors **Resolved - that going forward quotations for grounds maintenance will be obtained in time for discussion at the Budget Meeting.** Following discussions on whether this work forms part of one contract for the whole year or a split contract, it was proposed, seconded and **Resolved – Dale Burton is awarded the contract for grounds maintenance/planting at both village halls, the contract will run from 1/4/2022 to 31/3/2023.** Councillors Mrs Burton and Mr House were invited back into the room and Councillor Mrs Burton resumed her office as Chairman of the Meeting.

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

- 1) 2022/0226/FUL Demolition of an existing single storey motor sales premise & workshop & the erection of a new build two storey detached dwelling including new vehicular access from Robin Hood Lane. AP Cole Car Sales Ltd, Dangerous Corner Garage, Hall Lane, Wrightington - **Resolved: No Objections.**
- 2) 2022/0266/FUL Proposed new boundary treatment including felling of existing Leylandii trees and erection of new screen fences. Cowlings Farm, 13 Church Lane, Wrightington - **Resolved: No Objections.**

- 3) 2022/0339/FUL Proposed extension and alterations to grade II listed building. 9 Whittle Lane, Wrightington - **Resolved: No Objections.**
- 4) 2022/0346/FUL Proposed two storey rear extension. 2 Canal Bank, Appley Bridge - **Resolved: No Objections.**
- 5) 2022/0478/LBC Listed Building Consent – Proposed extension and alterations to grade II listed building. 9 Whittle Lane, Wrightington - **Resolved: No Objections.**
- 6) 2022/0272/PNH Application for determination as to whether prior approval of details is required – Extension of dwellinghouse. Dimension from rear wall of the original dwellinghouse – 5.2m. Max height of extension 3.2m. Height to eaves of extension 2.3m. 14 Church Lane, Wrightington - **Resolved: No Objections.**

**16. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS** – Nothing specific to report.

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

**For Payment:**

Mrs J Rogers	Honorarium Booking Secretary ABVH	£200.00
Mrs E Armstrong	Honorarium Treasurer ABVH	£200.00
Mrs C Cross	Honorarium Booking Secretary MLVH	£200.00
Mrs C Hodgkinson	Honorarium Treasurer MLVH	£200.00
BHIB	Annual Insurance Premium	£1638.77
Mrs C A Cross	Reimburse cost of Microsoft Office Pro plus 2021(50%)	£9.99
Mrs C A Cross	Clerk's Salary – Net of NI and NEST Contbtns.	£888.38
HM Rev. & Customs	NI due by Clerk	£12.41
Mrs C A Cross	Reimburse NEST Contbtns paid until D/D set up (emp'er/emp'ee)	£35.70
D/D Plusnet	Internet ABVH	£24.79
D/D Plusnet	Internet MLVH	£3.18
D/D British Gas	Gas supplied ABVH	£198.97
D/D British Gas	Gas supplied MLVH	£152.09
D/D E.on	Electricity use MLVH	£123.87
D/D Waterplus	Water usage MLVH	£45.72
D/D ICO	Data Protection Fee	£35.00

**Receipts:**

West Lancs. BC	1 <sup>st</sup> Part Precept 2022/23	£10,456.50
West Lancs. BC	Outstanding CIL money	£380.98
West Lancs. BC	Outstanding CIL money	£761.97

**Resolved:** Payment and Receipt of the above accounts is approved. That the Bank Reconciliation up to 31/3/22, Income & Expenditure Account and Balance Sheet, Financial Statement, Accounting Statement 2021/22 and Annual Governance Statement on the Annual Return (AGAR) for External Audit for the year ending 31 March 2022, presented to the Council by the Clerk, be approved as an accurate statement of accounts for submission to the external auditors. The Council approve the setting up of a monthly Direct Debit to NEST the Parish Council pension provider.

**18. DATE AND VENUE OF NEXT MEETING**

**RESOLVED:** That the next Meeting of the Parish Council will be held on Monday 20 June 2022 at Mossy Lea Village Hall at 7:30 pm.

Minutes 1 to 18 will be accepted as a correct record and signed by the Chairman at the Meeting to be held on Monday 20 June 2022.

Members of the Public and Press are welcome to attend

Meeting Close: 9.40pm

Chairman:

Date:

## **REPORT 1**

- a) Notification planning permission granted for erection of one detached dwelling (relocation of previous approval 2020/0220/FUL). Land adjacent 4 Tunley Lane, Wrightington.
- b) Notification permission granted for conversion of existing workshop/domestic storage building into ancillary accommodation. Porch extension incorporating a WC. Internal alterations and associated external work. 23 Appley Lane North, Appley Bridge.
- c) Notification certificate of lawfulness (proposed) not permitted for demolition of existing garage. Extension of existing driveway. Construction of new garage and gym under domestic permitted development rights for outbuildings class E. Alston Heys, Carr House Lane, Wrightington.
- d) Notification application withdrawn for a Certificate of Lawfulness for an extension to the rear of the property. 277 Mossy Lea Road, Wrightington.
- e) Notification prior notification – agricultural – refused for an upgrade to concrete yards within the farmyard to reduce potential diffuse water pollution from soil contamination when accessed by farm machinery. Aspinall House Farm, 2 Appley Lane South, Appley Bridge.
- f) Notification permission granted for front & rear single storey extension, loft conversion to 2 bedrooms with windows, render finish and rooflights, replacement windows throughout. Alston Heys, Carr House Lane.
- g) Notification permission granted for proposed single storey rear extension to a semi-detached bungalow (resubmission of refused application 2021/1019/FUL) 10 Wrightington Bar, Wood Lane, Wrightington.
- h) Notification of a temporary prohibition of traffic order on Bank Brow, Upholland, from Appley Lane South, Appley Bridge to Ayrefield Road, Upholland, between 8am and 4pm on Sunday 12<sup>th</sup> June 2022 to allow tree cutting and overhead cable works to be carried out.
- i) Initial notification of a temporary continuous road closure, Bank Brow, Upholland from 1<sup>st</sup> August 2022 until 11<sup>th</sup> August 2022 to enable the installation of a road crossing and completion of connection works.
- j) Notification that an error occurred when calculating CIL monies due to Parish Councils for Q3 and Q4 of 2021/22, now rectified and the additional payments have now been processed (see accounts)
- k) Confirmation from West Lancs. BC of the Concurrent Grant Agreement – signed and returned.
- l) Campaign update from Save Our Corner House m) CPRE Countryside Voice – Spring 2022 Edition.

**Meeting Protocols:** Please note the following procedures to ensure the smooth running of the meeting:

- Members of the public will only be able to speak during the Open Forum section of the meeting. If you wish to speak during this section please email the Clerk by 5pm on the day before the meeting, with brief details of the subject matter being raised. The Chairman will ask the member/s of the public to speak. Before speaking, the member of the public should state their name. Time permitting the Chairman will ask if members of the public wish to raise anything else, however, dependant on time, this may need to be held over until the next meeting. Each member of the public will be able to speak for a limit of three minutes.
- Parish Councillors wishing to speak are asked to please raise a hand and the Chairman will invite him/her to speak.
- To vote, members should raise their hand as appropriate.