

WRIGHTINGTON PARISH COUNCIL

At the Annual Meeting of the Council of the Parish of Wrightington held on Monday 21st May 2018 at Appley Bridge Village Hall at 7.30pm the following were present:

Councillors: Mr Hodgkinson (Chairman), Mrs Burton, Mr F Johnson, Mr C House and Mr J Clinch.

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.)

Members of the Community Association were present – to discuss arrangements for Remembrance Day 2018. It was confirmed that Shevington PC have agreed to support them on the Wigan side of the Parish, and will be erecting street light poppies this year. The Parish Council were asked to purchase 34 street light poppies for the route along Appley Lane North to Mill Lane from the village hall down to the railway bridge, Mill Lane. The idea being that the route will look like an avenue of poppies. Councillor Mrs Burton suggested fewer poppies would create more of an impact, however, those present felt that every street light should have one. The cost of these is approx. £3.75 per poppy. The Council agreed to consider this in the meeting. Further discussions took place on initiatives that the Community Association are involved in with All Saints School, it was suggested that schools in the Mossy Lea Ward could undertake similar initiatives if they wished e.g.: painting pebbles and making crosses. It was confirmed that the Parish Council already donate the wreaths on Remembrance Sunday and provide the refreshments and orders of service. It was suggested that the Community Association contact the Boys Brigade or Old Hall Brass Band to see if a band could be present at the parade this year. It was reported that a member present had contacted West Lancs. BC regarding the play area at Appley Lane South and was informed that this was the Parish Councils responsibility. The Parish Council confirmed that this is not the case and in fact West Lancs. BC own, and are responsible for, the play area and the playing field. Those present suggested a barrier at the entrance to the village hall car park will contribute to existing parking issues on Appley Lane North as many parents use the car park at school opening/closing times and walk to school on Finch Lane. It was confirmed that Parish Councillors are the subject of abuse if the bollards are raised; however, village hall users who pay for exclusive use of the village hall and car park are often prevented from parking due to the excessive number of already parked cars when they use the village hall at their allotted time. This is totally unacceptable for village hall users and, with some children and elderly users, becomes a highway safety issue.

1. **APOLOGIES** – Councillors remain aware that Councillor Gartside is with his son & his health is not good. The Clerk will contact County Councillor Mrs Evans to obtain a correspondence address for Councillor Gartside and thank him for his service to the Parish Council.

2. **APPOINTMENT OF 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 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 2019.

(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 F Johnson

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 2019. (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 2018/2019**
- 2018**
- | | |
|--------------|---|
| 21 May | Appley Bridge Village Hall, Mossy Lea Road, Wrightington
ANNUAL PARISH MEETING 7.00 PM
ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM |
| 18 June | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 16 July | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| August | No Meeting |
| 17 September | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 15 October | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 19 November | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 17 December | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
- 2019**
- | | |
|-------------|--|
| 21 January | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 18 February | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 18 March | Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm |
| 15 April | Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm |
| 20 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.
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.
Peter Lathom Charity – Councillor Clinch.
9. **MINUTES** – The Minutes of the Meeting of the Parish Council held on Monday 16th April 2018 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** – 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 5 – ACCEPTED.
Minutes – Wrightington Parish Council

Items requiring discussion, observations or action by the Council: (Councillor Clinch left the meeting during this item following a telephone call from home regarding his wife's health).

- a) Notification, the Audit of Parish Council accounts for the year ending 31 March 2018 will take place on 25th June 2018 – **Noted.**
- b) Confirmation the installation of floodlights at Ramsay Timber does not require planning permission – **Noted. This information will be forwarded to the resident raising it.**
- c) Confirmation anti-littering posters will be taken to BP garage with a request that they keep the site and surrounding area clear, however, they are only responsible for the site – **Noted. Councillor Mrs Burton reported speaking to the litter picker when he was on Moss Lane who confirmed he had removed 1 collection and was going back for another and who informed her that whilst he was on site 4 motorists exiting Wrightington Country Club threw litter out of their car.**
- d) Current position re: Ironman 2018 and the proposed route along Tunley Lane – **Noted. The Council will request confirmation that businesses along the route will have access. The Council will ask if the notices make it clear that any business or individual requiring access/egress on the day should contact Ironman to request a pass to show to the stewards. Confirmation will also be requested that the one way system on Courage Low Lane, using bollards in the middle of the road, will be put in place again this year.**
- e) Confirmation that Fir Tree Fisheries will be planting and maintaining the planters at both village halls in 2018, watering weekly if required June to end of August and reactively from October to April. May and September will be planting months – **Noted and agreed. Resolved: The Council will request the following at Appley Bridge Village Hall: a grass cut, removal of ragwort, removal of ivy from the trees and walls and spraying of the same, towards the end of June/beginning of July in preparation for the Pensioners Garden Party. It was further agreed that if required in the future the following amenity areas will form part of a grass cutting request to Fir Tree Fisheries: i) the 2 x grassed areas at the junction of Moss Lane/Hall Lane ii) the grass verge in front of houses on Hall Lane, from Glenside down towards Fairy Glen iii) the area around the bus shelter at Chisnall Avenue. It was confirmed that Councillor Johnson now cuts the grass verge opposite his house on Mossy Lea Road, from the driveway of Raby Fold Farm downwards, however, should this change this area will be added to the amenity list. The Clerk will ask St James's Church to include cutting around the memorial bench on Church Lane in their churchyard maintenance.**
- f) Consultation of Community Transport in Lancashire – **Councillors to complete individually.**
- g) Consultation on street lighting maintenance – **Resolved: The Parish Council has no objections to the changes in street lighting maintenance proposed.** Councillors went on to report again that the street lighting on Mossy Lea Road is considered very poor for such a well used route and, the street lighting does not appear to be evenly spaced. The Council will enquire if there is a process they can use to request that Mossy Lea Road be upgraded to an A-road as it is now an arterial route to the M6 motorway.
- h) Report from the Community Association that Shevington PC have agreed to purchase and display lamp-post Poppies in their Parish and a request that Wrightington PC do the same – **Resolved: Following discussions at the Annual Parish Meeting and again at this point, the Parish Council will purchase 34 poppies for display on the lamp posts on Appley Lane North, the route from the village hall to Mill Lane.** The Clerk will confirm that the Parish Council will purchase them if the Community Association will erect them. The Clerk will ask what impact, if any, the Community Associations' proposals will have on the usual Remembrance Day proceedings/arrangements.
- i) Reminder - Code of Conduct Seminar/Workshop on Tues 19th June, 6.30pm, Derby Street – **Councillors cannot attend this year.**
- j) Letter from Rosie Cooper MP re: the 2018 National Rural Crime Survey – **Councillors will complete this survey personally if they wish to.**
- k) Request from the Clerk to purchase the current edition of Charles Arnold-Baker – **Resolved: The Clerk can purchase this book, the cost to be shared with Charnock Richard PC.**

- l) Application to join the Parish Council – **The Clerk read aloud an application to join the Parish Council from a former Parish Councillor, Mr Julian Finch. Resolved: In line with current Parish Council policy, Mr Finch will be invited to attend for 3 months as an observer, following which he will be asked to join the Parish Council if he still wishes to do so. However, as there is no August meeting, Mr Finch will be asked at the end of the July Meeting and, if he wishes to take up the role, will take up the post with effect from the September Parish Council Meeting.**
- m) Late items received which may require discussion/action/observations - i) Email of complaint relating to graffiti on the bus shelter on Appley Lane North, opposite Finch Lane, and also graffiti on Finch Farm barn – **The Council will confirm, graffiti on the bus shelter will be dealt with in due course but, that the Council has no responsibility for Finch Farm barn.**

12. HIGHWAYS AND ENVIRONMENTAL MATTERS

- Councillor Johnson reported the following: The culvert at the bottom of Broadhurst Lane, which is running over the road, is causing surface damage to the carriageway. Clear water is still running down the lane from the septic tank at Tree Tops, Broadhurst Lane. There is still a large HGV tyre at the side of the road on the motorway roundabout. Footways from Boundary Lane to Crow Orchard Road have not been swept. There is no evidence of litter picking following the reports made at previous meetings. The 2 road gullies at the bottom of Raby Fold Farm driveway are blocked. The road gully near Rigby's Bridge is only taking water slowly. No further action yet with regard to flooding at 15 Mossy Lea Road. West Lancs. BC has taken over weed spraying from this year which will take place around now and in September. Several large pot-holes are still in need of repair on Carr House Lane, although some have received attention.
- Japanese knotweed is evident on Mossy Lea Road, opposite Derby House and, on Courage Low Lane, opposite No. 2 Courage Low Lane.
- A one-way, no right turn, system will again be requested when exiting Heron's Wharf.

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

14. ANNUAL NEWSLETTER – Suggested items for inclusion – Concise Annual Report, financial report, notice of Parish Council vacancies, defibrillator locations. Draft for June Meeting.

15. VILLAGE HALLS

MOSSY LEA – Craft Classes £50. Sleep Apnoea £80. Reiki £40. Moo Music £80. Yoga classes £120. Machine Embroidery £50. Village Hall used for a 1 hour Meeting by LAG group from LCC. The caretaker has tried to readjust the flushing mechanism on the toilets and this will be monitored. It was reported that birds appear to be nesting in the soffits and at the back corner of the village hall.

APPLEY BRIDGE – Copy of Village Hall Committee end of year accounts. End of year transfer from village hall committee £4,212.00. Councillor Mrs Burton reported her meeting with Rachel Kneale from West Lancs. BC which took place immediately prior to this meeting at very short notice, at 6pm. West Lancs. BC still have no land ownership information on the path adjacent to the village hall wall. Ms Kneale has suggested that pillars be erected at the ends of the wall left standing, to strengthen the remainder of the wall and, has asked Mrs Burton to obtain an estimate of costs for 2 x strengthening pillars and a metal fence between the wall and the tree to fill the void left by the fallen wall or, an estimate to plant shrubs. Ms Kneale has also agreed that West Lancs. BC will contribute towards the cost of this work. Ms Kneale will also determine whether the Borough Council can remove some of the trees on the path side of the wall to prevent further damage to the wall in future. The Clerk will request written confirmation of the outcome of this meeting.

The Council discussed painting the Notice Boards at both village halls and the large windows and porch at Appley Bridge Village Hall in the dark gray colour which is very popular at the moment. A quotation will be obtained following which the Parish Council will discuss funding this.

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) 2018/0419/FUL First floor extension over existing ground floor extension to rear. Two storey side extension. 321 Mossy Lea Road, Wrightington. **Resolved: No Objections.**
- 2) 2018/0442/FUL Removal of existing conservatory and erection of new single storey rear extension. (Case 2325270) 198 Appley Lane North, Appley Bridge. **Resolved: No Objections.**
- 3) 2018/0446/FUL Proposed loft conversion with new dormers to front and rear elevations. 14 Back Skull House Lane, Appley Bridge. **Resolved: No Objections.**

18. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS – Notification of a New Councillors and Clerks Course, 2 modules, Sat 14th July and Sat 21st July – **Noted.**

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

For Payment:

NW Air Ambulance	Donation		£100.00
BHIB Ltd	Insurance Premium for 2018-2019		£1401.94
Water Plus	Water Charges ABVH		£173.06
Mrs C A Cross	Clerk's Salary – Net		£751.57
HM Rev. & Customs	Tax & NI due by Clerk	£6.76	
	NI due by Parish Council	£7.77	£14.53
D/D British Gas	Gas supplied ABVH		£365.38
D/D E.on	Electricity supplied ABVH		£33.30
D/D E.on	Electricity supplied ABVH		£54.30
D/D Water Plus	Water charges MLVH		£248.51

Receipts:

ABVH Committee	End of year Transfer		£4212.00
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Resolved: Payment and receipt of the above accounts be approved. That the Bank Reconciliation up-to 31/3/18, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement on the Annual Return for Audit for the year ending 31 March 2018, 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 18 June 2018 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 18 June 2018.

Members of the Public and Press are welcome to attend

Meeting Closed: 10:10 pm

Chairman:

Date:

REPORT 1

- a) Notification permission granted for Single storey rear extension. 13 Manse Avenue, Wrightington.
- b) Notification permission granted for two storey side extension and alterations to front porch. 14 Speakmans Drive, Appley Bridge.
- c) Invitation from Appley Bridge Community Association to attend the Appley Bridge Village Festival and Duck Race on Sunday 20th May 2018 – already forwarded to Parish Councillors.
- d) Notification the AGM for CPRE will take place on Friday 18th May at 10.30am, County Hall.
- e) Request for a donation to the Open Spaces Society.
- f) Notification of an amendment to the Temporary Prohibition of Traffic on Mill Lane, Appley Bridge to: The prohibition will be operative daily from 2100 hours until 0600 hours on Monday 11th June 2018 until Friday 15th June 2018 or until completion of the works within this period.