

WRIGHTINGTON PARISH COUNCIL

Clerk to the Council
Mrs C A Cross

43 Kingsmead
Chorley
Lancashire
PR7 3JY

Tel: 01257 265067/0771 457 4478

Email: Carolyn.parishcouncil@googlemail.com

16th May 2023

Dear Sir/Madam

You are summoned to attend the **Annual Meeting of the Parish Council** of the Parish of Wrightington to be held on Monday 22nd May 2023 at Mossy Lea Village Hall at 7.30 pm.

Yours faithfully

C A Cross

Clerk to the Council

AGENDA

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.)

IT WOULD BE HELPFUL IF MEMBERS OF THE PUBLIC WHO WISH TO SPEAK AT THIS POINT INFORMED THE CLERK BY 5pm ON THE DAY PRIOR TO THE COUNCIL MEETING – GIVING BRIEF DETAILS OF THE ISSUE/S THEY WISH TO RAISE. ITEMS RAISED WITHOUT PRIOR NOTIFICATION MAY NEED TO WAIT UNTIL THE NEXT MEETING IF TIME DOES NOT ALLOW FOR DISCUSSION AT THIS MEETING.

If residents would prefer to email any comments, observations or questions in relation to matters on the Agenda to the Clerk rather than attend in person please email: carolyn.parishcouncil@googlemail.com

1. **APOLOGIES**
2. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
3. **APPOINTMENT OF VICE-CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
4. **DECLARATIONS OF INTEREST** – Members are asked to consider any personal/prejudicial interest they may have to disclose in relation to matters under discussion at the Meeting.
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 DATA PROTECTION POLICY**
6. **TIMETABLE OF MEETINGS FOR 2023/2024**
7. **APPOINTMENT OF COMMITTEES**
Finance Sub-Committee
Public Rights of Way Sub-Committee
Planning Liaison Group
8. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
Borough Liaison Committee LALC (Area Committee)
Village Hall Representative (National VH group) Richard Durning's Charity
Appley Bridge Community Association
9. **MINUTES** – To accept Minutes of the Parish Council Meeting held on Monday 17th April 2023.

10. CORRESPONDENCE/INFORMATION ITEMS

Items to be reported to, and noted by, the Council – no decision required: REPORT 1 – page 3.

Items requiring discussion, observations or action by the Council:

- a) Response from LCC highways dept. to report of parking problems, Mossy Lea Road – response contained in the supplementary information to the agenda.
- b) Response from West Lancs. Neighbourhood Task Force Sgt to report of parking problems, Mossy Lea Road – response contained in the supplementary information to the agenda.
- c) Response from LCC to restoration questions at West Quarry – response contained in the supplementary information to the agenda.
- d) Info. from LCC Trading Standards.
- e) Request for info. from West Lancs. BC on community litter picking volunteers.
- f) Info. from West Lancs. BC on the opportunity to host Community Skip Days.
- g) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate – details emailed to Parish Councillors for consideration and approval.
- h) Late items received which may require discussion/action/observations.

11. HIGHWAYS AND ENVIRONMENTAL MATTERS

12. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

13. ANNUAL NEWSLETTER – Suggested items for inclusion

14. VILLAGE HALLS

MOSSY LEA – Notification the caretaker's wages have increased in line with the National Minimum wage from April 2023 to £10.18 per hour.

APPLEY BRIDGE – Notification the caretaker's wages have increased in line with the National Minimum wage from April 2023 to £10.18 per hour.

15. PLANNING To discuss the following applications:

- 1) 2023/0169/FUL Retrospective application for change of use of land from agricultural to residential, demolish garage, erection of replacement garage, new boundary wall, gate pillars and gates and the widening of an access track. Lane Farm, Mossy Lea Road, Wrightington.
- 2) 2023/0245/FUL Retrospective – erection of a single-storey detached outbuilding to replace a recently demolished outbuilding. Gerrards Farm, 2 Church Lane, Wrightington.
- 3) 2023/0260/FUL Extension to the rear at ground floor. Alteration of the roof to create 2 dormer windows to the front elevation and 1 dormer to the rear. Balcony to the rear. Alteration to the roof of the garage and addition of dormer. House and garage to be rendered. 1 Toogood Lane, Wrightington.
- 4) 2023/0300/FUL Removal of an existing single storey pitched roof over the kitchen area and replacement flat roof with walk out area and glazed balustrade with dwarf parapet wall. Robin Nook, 2 Robin Hood Lane, Wrightington.
- 5) 2023/0302/FUL Single storey rear extension. 156 Appley Lane North, Appley Bridge.

16. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS –

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

For Payment:

Mrs J Rogers	Honorarium Booking Secretary/Treasurer ABVH	£200.00
E J Armstrong	Honorarium Treasurer ABVH (3 months) – April-June	£50.00
Mrs C Cross	Honorarium Booking Secretary (ABVH) – Jul-March	£150.00
Mrs C Cross	Honorarium Booking Secretary MLVH	£200.00
Mrs C Hodgkinson	Honorarium Treasurer MLVH	£200.00
BHIB	Annual Insurance Premium	£1581.15
Mrs C A Cross	Clerk's Salary – Net	£1055.64
HM Rev. & Customs	NI due by Clerk	£53.94
D/D NEST	Pension Contributions (employer + employee)	£55.27

D/D Plusnet	Internet ABVH	£23.62
D/D Plusnet	Internet MLVH	£27.60
D/D British Gas	Gas supplied ABVH	£237.26
D/D British Gas	Gas supplied MLVH	£168.56
D/D E.on	Electricity use MLVH	£157.12
D/D CPRE	Annual Subscriptions	£60.00
D/D ICO	Data Protection Fee	£35.00

Receipts:

West Lancs. BC 1st Part Precept 2023/24 £10,962.50

The Bank Reconciliation up-to 31/3/23, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement (AGAR) for the year ending 31 March 2023, will be presented to the Council for approval as an accurate statement of accounts prior to submission to the external auditors.

18. DATE AND VENUE OF NEXT MEETING Monday 19 June 2023 - 7.30pm
Appley Bridge Village Hall

Members of the Public and Press are welcome to attend

REPORT 1

- a) Notification planning permission granted for re-use and conversion of redundant bothy, with a small single-storey extension for use as a 1 bed residential dwelling with associated means of access, parking with EVCP point, bin storage, private package treatment and landscaping scheme. Barn to the West of Harrock Lane, Wrightington,
- b) Notification permitted development for erection of a monopitch, open fronted steel portal framed agricultural building. Lane Farm, Mossy Lea Road, Wrightington.
- c) Notification application disposed/closed for outline permission for demolition of pub and erection of 9 dwellings, Corner House, Wood Lane, Wrightington.
- d) Notification appeal against refusal of planning permission for demolition of former chapel and construction of single bungalow. Chapel, Heyes Street, Appley Bridge.
- e) Notification an officer from West Lancs. BC Environmental Dept, will visit West Quarry re: baled waste.
- f) Notification of the Wigan Local Plan Review.

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.