

WRIGHTINGTON PARISH COUNCIL

Clerk to the Council
Mrs C A Cross

43 Kingsmead
Chorley
Lancashire
PR7 3JY

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14th May 2024

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 20th May 2024 at Appley Bridge 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. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
2. **APPOINTMENT OF VICE-CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
3. **APOLOGIES**
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 NALC MODEL STANDING ORDERS** (adjusted to fit the Parish Council's needs), **ACCOUNTS & FINANCIAL REGULATIONS, AND COUNCILLORS CODE OF CONDUCT, TOGETHER WITH VILLAGE HALL CONSTITUTIONS, COMPLAINTS PROCEDURE, PUBLICATION SCHEME & INFORMATION AVAILABLE UNDER THE PUBLICATION SCHEME, RISK MANAGEMENT PLAN, RISK MANAGEMENT REGISTER, ASSET REGISTER, TRAINING POLICY, ANNUAL AUDIT PLAN, DOCUMENT RETENTION POLICY, GRANT POLICY & DATA PROTECTION POLICY.**
6. **TIMETABLE OF MEETINGS FOR 2024/2025**
7. **APPOINTMENT OF COMMITTEES**
Finance Committee
Public Rights of Way Committee
Emergency Planning Committee
8. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
Borough Liaison Committee
Village Hall Representative (National VH group)
Appley Bridge Community Association
LALC (Area Committee)
Richard Durning's Charity
Peter Lathom Charity

9. **MINUTES** – To accept Minutes of the Parish Council Meeting held on Monday 15th April 2024.

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 to your suggestion in relation to work following on from receipt of HS2 funding and small scheme pothole repairs (details in the supplementary notes to the agenda).
- b) Request from Helping Hands Homecare to add a link to their local care organisation to your website.
- c) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate – (details emailed to Parish Councillors for consideration and approval).
- d) Resignation of Councillor Shaw + Notification from West Lancs. BC that if no request for an election has been received by 5th June 2024 the Parish Council can co-opt to fill the vacancy.
- e) Approve the Clerk signing the Concurrent Grant Agreement 2024/25 on behalf of the Council.
- f) Late items received which may require discussion/action/observations.

11. **EAST QUARRY** – update – if received.

12. **WEST QUARRY & THE PAD** – update – Northern Diver – if received.
update - Chorley Concrete – if received.

13. **HIGHWAYS AND ENVIRONMENTAL MATTERS**

14. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

15. **VILLAGE HALLS**

MOSSY LEA – Notification the caretaker’s wages have increased in line with the National Minimum wage from April 2024 to £11.44 per hour.

APPLEY BRIDGE – Notification the caretaker’s wages have increased in line with the National Minimum wage from April 2024 to £11.44 per hour. Initial inquiry about use of the hall for Infinite Women Group Sessions on a 3 month trial basis.

Confirmation electric hand driers have now been fitted at both Village Hall – Successful Capital Bid.

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

- 1) 2024/0387/LDC Certificate of Lawfulness – Existing use of the agricultural barn as indicated on the submitted location plan (red edge) for equestrian purposes. Mossy Lea Farm, 248 Mossy Lea Road, Wrightington.
- 2) 2024/0351/PIP Application for Permission in Principle - Demolition of pub and erection of 3no. dwellings. Corner House, 9 Wrightington Bar, Wood Lane, Wrightington.

FOR NOTE: Notification of appeal against refusal of planning application for proposed rear single storey extension with flat roof. 39 Church Lane, Wrightington.

17. **LANCASHIRE ASSOCIATION OF LOCAL COUNCILS** – Upcoming training events.

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

For Payment:

Mrs J Rogers	Honorarium Booking Treasurer ABVH (April-Nov)	£200.00
Mr R Hampson	Honorarium Treasurer ABVH (Nov-March)	£125.00
Mrs C Cross	Honorarium Booking Secretary ABVH – (April-Nov)	£200.00
Mrs S Winnard	Honorarium Booking Secretary (ABVH – (Dec-March)	£100.00
Mrs C Cross	Honorarium Booking Secretary MLVH	£300.00
Mrs C Hodgkinson	Honorarium Treasurer MLVH – (April-Nov)	£200.00
Mrs C Cross	Honorarium Treasurer MLVH – (Jan-March)	£75.00
Mr F Johnson	Reimburse cost of Window Cleaning MLVH	£20.00
Matrix FSE Ltd	Supply & Installation Hand Driers – MLVH - £751.20)	
Matrix FSE Ltd	Supply & Installation Hand Driers – ABVH - £1,188.00)	£1,939.20

BHIB	Annual Insurance Premium or (£1,862.94 3 yrs.)	£1,919.16
Charnock Richard PC	Reimburse Broadband/Landline/Mobile Phone Charges (2 months)	£63.33
Mrs C A Cross	Clerk's Salary – Net	£1,133.57
HM Rev. & Customs	NI due by Clerk	£96.90
D/D NEST	Pension Contributions (employer + employee)	£60.93
D/D BT	Broadband MLVH & ABVH	£64.13
D/D British Gas	Gas supplied ABVH	£617.94
D/D British Gas Lite	Gas supplied MLVH	£251.71
D/D Waterplus	Water usage MLVH	£48.27
D/D Waterplus	Water usage ABVH	£41.25
D/D ICO	Data Protection Fee	£35.00

Receipts:

West Lancs. BC	CIL	£1,940.57
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The Bank Reconciliation up-to 31/3/24, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement (AGAR) for the year ending 31 March 2024, will be presented to the Council for approval as an accurate statement of accounts prior to submission to the external auditors.

19. DATE AND VENUE OF NEXT MEETING Monday 17 June 2024 - 7.30pm
Mossy Lea Village Hall

20. APPOINTMENT OF PARISH COUNCILLOR – MOSSY LEA WARD

Members of the Public and Press are welcome to attend

REPORT 1

- a) Notification planning permission granted for variation of condition 5 of planning permission 2018/0632/FUL relating to lighting schedule. Tunley Moss Farm, 10 Tunley Lane, Wrightington.
- b) Notification prior approval is NOT required for extension to dwellinghouse. Extension extends beyond the rear wall of the original dwellinghouse by 3.60m. Max. height of extension 3.65m. Height of eaves of extension 2.34m. 38 Toogood Lane, Wrightington.
- c) Notification of planned road closure, Higher Lane, Dalton, 9.30am-5.30pm, 21/5/24 to enable pole testing works to be undertaken.
- d) Notification of proposed continuous road closure, Lees Lane, Dalton from 12/6/24-14/6/24 to enable water connection replacement works to be undertaken.
- e) Notification of planned daily road closure, Stoney Lane, Parbold, 8.00am-6.00pm each day, 17/6/24-21/6/24 to enable carriageway resurfacing works to be undertaken.
- f) Notification of West Lancs. BC consultation on their Draft Homelessness & Rough Sleeper Strategy.

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.