

# WRIGHTINGTON PARISH COUNCIL

At the Annual Meeting of the Council of the Parish of Wrightington held on Monday 27<sup>th</sup> May 2021 at Mossy Lea Village Hall at 7.30pm the following were present:

Councillors: Mrs J Burton (Chairman), Mr F Johnson, Mrs K Jukes, 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.)

The Chairman welcomed everyone to the Annual Meeting of the Parish Council and congratulated Councillor Jukes on her recent election as a Borough Councillor for our area.

Residents' present reported major concerns in relation to activity at West Quarry and Parbold Quarry. They reported their update was factual points from various sources. It was confirmed that West Quarry is subject to the same permit as Parbold Quarry from the Environment Agency point of view. It was suggested that close workings with the Parbold Campaign group are necessary. It was reported that the 2000 plan for restoration work at West Quarry showed that a 5m wide buffer of trees was required to protect residents from the landfill. It was reported that 50% of the buffer has now been removed and it is believed this creates a health & safety issue and a problem for residents on Appley Lane North. It is said the pipes do not come near the trees. It was stated that the Parish Council has a duty to the residents to act, to look into and ensure the trees are replanted quite quickly. It was reported that the stonewall fronting Appley Lane North is now bulging. The Quarry owner said LCC told him he could remove the wall and the hedge behind it. Residents would like the Parish Council to write to say the wall needs maintaining and the hedges cutting back. It was reported that Dave Thornber, West Lancs. BC tree officer acknowledged that the trees are a buffer. It was reported a new entrance has been created in the tree buffer, which breaches the buffer and requires planning permission. There is no reason not to use the original access. Landscaping at the North East end of the site has been removed and trees cleared. Adjacent homeowners are unhappy with this. Residents feel that Parish Councillors have a responsibility to the residents that they will not be harmed by noxious substances from the site. It was reported that the work at West Quarry has been requested by the Environment Agency, the pipes need to be exposed to ensure that the leachate goes to the flare. It was reported that the excavations lead to an escape of leachate gases in February 2021. It was reported that it is the hidden gases which are the most dangerous. The Council were asked if they were monitoring leachate leakage from the site. The leachate plant needs extensive work as it is not fit for purpose. The question of how long the work will take, and when will the work be completed, when the tanks are opened by United Utilities was asked. It was reported that the flare is quite close to the pad which should already have been removed and where 2000+ bales of combustible waste are currently stored. This is a fire hazard and is very close to the railway. If the pad is not removed within the next few months then it will remain in place. Residents would like the Parish Council to put pressure on to remove the pad before the June Parish Council Meeting. The Environment Agency has served a notice on the landowner to remove the bales but they have not been removed to date. It was reported that all local businesses could be affected. The following questions and comments were made: – Does the Parish Council know the risk and what are they going to do about it? Many residents are in the dark. They ask the Parish Council to keep abreast of the issues and be more proactive to stop this. If the Council do not do this it is neglect. Councillor Jukes read aloud an excerpt from an email from Jonathon Haines, planning officer at LCC in relation to work at West Quarry and the fact a new planning application may be required. She hoped this is reassurance that somebody is looking in to this matter. Councillor Jukes, as a Borough Councillor, will pursue these matters with the planning officer and County Councillor Fillis, requesting that they attend Parish Council Meetings.

- 1. APOLOGIES** – Were received and accepted from Councillor Hodgkinson who is still at the Hospital following his surgery today. Apologies were also received from the applicant for the vacant Mossy Lea Ward Councillors post, who is also at the hospital having a scan at the moment.
- 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 2022. (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 Mrs K Jukes

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 2022. (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 Jukes reported that she is currently in a legal debate with the owner of West Quarry over land ownership. Councillor Jukes confirmed that she can speak but not vote on matters in relation to the Quarry due to this disclosure. 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, 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 - 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. It was confirmed that documents will be reviewed over the coming year and amended or updated as appropriate and that the proposed new Code of Conduct is likely to come in to force later this year.

**6. TIMETABLE OF MEETINGS FOR 2021/2022**

**2021**

17 May	Mossy Lea Village Hall, Mossy Lea Road, Wrightington ANNUAL PARISH MEETING 7.00 PM ANNUAL MEETING OF THE PARISH COUNCIL 7.30 PM
21 June	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
19 July	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
August	No Meeting
20 September	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
18 October	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
15 November	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
13 December	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm (Brought forward to second Monday due to being too close to Christmas)

**2022**

17 January	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
21 February	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm
21 March	Appley Bridge Village Hall, Appley Lane North, Appley Bridge - 7.30pm
11 April	Mossy Lea Village Hall, Mossy Lea Road, Wrightington - 7.30pm

(Brought forward to the second Monday due to Easter Monday being the third Monday in the Month)  
16 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 Mrs Burton and Mr House plus any two other Councillors

## 8. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Appley Bridge/Parbold Quarry Liaison Committee – Councillors Hodgkinson, Mr House and Mrs Jukes.  
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, and Vice-Chairman and Councillor Hodgkinson. (Same as last year but with a change of office from Councillor to Vice-Chairman for Councillor House).

Peter Lathom Charity – Councillor Johnson.

9. **MINUTES** – The Minutes of the Meeting of the Parish Council held on Friday 23<sup>rd</sup> April 2021 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 6 – ACCEPTED.

Items requiring discussion, observations or action by the Council:

- a) Confirmation that Mr O’Dowd will attend the June Parish Council Meeting – to compile a list of questions to send to Mr O’Dowd in advance – **Standing Orders – were lifted to allow a resident to speak on this matter. He suggested that whilst Mr O’Dowd’s confirmation of attendance is welcome this is the wrong time to have this Meeting. There is no planning application/proposal to discuss. It was further suggested that whilst the invitation for Mr O’Dowd to attend was a good one, Covid guidelines and regulations may still be in place and that if the numbers wishing to attend are restricted in line with Covid regulations, not everyone wishing to be present may be able to attend. It was suggested and Resolved: that the invitation to Mr O’Dowd to attend is withdrawn due to concerns expressed and possible ongoing Covid restrictions. Members of the community will be invited to submit written questions by 11<sup>th</sup> June which will then be forwarded to Mr O’Dowd for a written response which will be reported back at the June Meeting if possible. Notices of cancellation and request for questions will be put on the website and in notice boards.**  
The Parish Council Meeting was resumed.
- b) Response from the West Lancs. BC tree officer re: tree removal at West Quarry – **Councillors felt the response reported is poor. The questions in the Clerk’s email will now be sent to LCC for a response. BC Jukes also agreed to pursue this matter with LCC.**
- c) Notification from the Fire Service that they are not aware of any report the subject of our Freedom of Information request – **Response reported. Standing Orders – were lifted and the question of whether there may be a way for the responses received to be publicised was raised. Could there be a section of the website where matters of concern can be reported/updated. With more detailed information than the Minutes. It was agreed that the website needs progressing and some discussion on this subject was undertaken with a**

**resident present who may volunteer to do this. However, before agreeing to this further information on the current set-up, updating and changes needs to be acquired.**

**It was reported that the website needs to remain neutral and the difficulties relating to Data Protection Breaches need to be considered before posting things on the website.**

The Parish Council Meeting was resumed.

- d) Notification from the EA that they do not hold the information requested in our Freedom of Information request – **Response reported and noted.**
- e) Suggestion that the Parish Council purchase and install Covid-19 Memorial Benches at, or near to, Appley Bridge and Mossy Lea Village Halls – **Councillors agreed this is a good suggestion and information, possible suppliers and costings will be looked into.**
- f) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate – **It was 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) Volunteer to litter pick in the Parish – **It was reported that community litter picks are difficult to arrange as there are very few volunteers wishing to do this. It was suggested that local schools could be contacted with a suggestion that they litter pick the school grounds and Certificates could be issued by the Parish Council for those schools that engage in this. Following discussion it was Resolved – that the Council will arrange a litter poster competition for schools and local uniformed organisations. The Council will choose the winners whose posters will be printed and put on display in the village and on Notice Boards. Submissions will be requested by 1<sup>st</sup> July. A Certificate will be presented to the Schools/organisations for taking part.**
- h) Honorariums for village hall officers – **Officers responses were reported and noted. Councillors referred to Parish Council Standing Orders and confirmed that the payments equated to £4 per week which is minimal in return for the good work undertaken.**
- i) Parish Council Website- suggestions for a web-coordinator going forward – **The Clerk will contact the current website co-ordinator and request the necessary information for consideration by the volunteer.**
- j) Local Plan Review – Due to the current advice on health and safety in Meetings during Covid, and the suggestion that business is kept concise and brief – This will be a reminder to Councillors to view the Local Plan Review documentation on line for discussion in more detail at the July Parish Council Meeting when it is hoped restrictions have been lifted – **Agreed.**
- k) Late items received which may require discussion/action/observations – i) Response from the clean and green team, West Lancs. BC, to the request for assistance with tidying the bus shelter and volunteer litter picking – Vegetation will be cleared from the bus shelter and the bus stop will be cleaned. A painting and repair service is outside their remit. They can provide litter pickers and bags and can collect from a pre-arranged collection point any litter picked. Hi viz jackets cannot be supplied – **Noted.** ii) A suggestion/request that the Parish Council arrange a summer, outdoor brass band concert with Old Hall Brass Band at Appley Bridge Village Hall, to bring the community together and to give everyone something positive to look forward to – **It was confirmed that this is an excellent idea and will be progressed.** iii) Confirmation from LCC that engineers met on site at the Appley Lane North/Skull House Lane junction, identified repairs required to alleviate flooding, drainage works have now commenced and the landowner will be contacted to clear the ditch to allow water to flow better – **Noted.** iv) Info. on surge testing and community planning from West Lancs. BC – **The Council will look into what they may be able to do to help.**

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

- The blocked culvert at the bottom of Broadhurst Lane will be reported again.
- The hazard markers opposite 355 Mossy Lea Road will be reported as requiring attention.
- Councillor Johnson has reported a leaning street light on Church Lane.
- Councillor Johnson has reported the missing footpath sign at footpath 18.
- A request for tidying work on the route of the old road adj. to BP garage will be submitted.
- Information will be gathered on SPIDs.

- Speeding vehicles were again reported on Mossy Lea Road and Courage Low Lane, not just cars but tractors and trailers and lorries too.
- A tyre has been fly-tipped on Moss Lane just past the LCC depot.
- Councillor Jukes will pursue the Parish Council enforcement report re: Chorley Concrete, Skull House Lane.
- Councillor Jukes has reported that the Appley Lane North street name sign needs re-setting.
- Councillor Jukes reported that she has written to the Police, copying in County Councillor Fillis, in relation to speeding vehicles in the Parish.

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

14. **ANNUAL NEWSLETTER** – Suggested items for inclusion. Summary of the Annual Report. The Financial Statement. It was suggested that a draft will be compiled over the coming months but approval will be held off until the new Parish Council appointments have taken place in September.

### 15. **VILLAGE HALLS**

**MOSSY LEA** – A suggestion was made that the Council look into the possibility of extending the village hall, squaring it up at the back to give a larger hall area. Permission will be required from West Lancs. BC together with plans and costings which will be looked into. This has been mentioned in the past but this is a good time to progress this. Hopefully this will be a simple alteration. It was **Resolved – that the Parish Council will begin this process with a view to extending the hall.** It was agreed that the Village Hall Committee AGM will be held at 6.45 pm on Monday 19<sup>th</sup> July 2021 prior to the Parish Council Meeting. It was suggested that a letter box outside the village hall is required – this will be looked into. The Clerk reported that the Yoga classes that were on Tuesday nights will not be starting again for the moment.

**APPLEY BRIDGE** – End of year accounts for note by the Parish Council – **Noted.** A contractor will be asked to supply a price for the installation of a sensor activated light on the outside of the village hall to illuminate the car park.

Both halls are beginning to open but very slowly, in compliance with Covid-19 guidelines.

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

- 1) 2021/0450/FUL Proposed detached house and garage following demolition of the existing building. Land adjoining 15 Church Lane, Wrightington - **Resolved: No Objections.**
- 2) 2021/0466/FUL Proposed single storey rear extension. 15 Broadhurst Lane, Wrightington - **Resolved: No Objections.**

17. **LANCASHIRE ASSOCIATION OF LOCAL COUNCILS** – NALC survey on Broadband in rural areas. Request for comment on consultation from NALC into electronic communications infrastructure. Details of Chairmanship Course – Thursday 7<sup>th</sup> October, 7-9pm via Zoom £25. Details of Effective Meetings workshop – 10<sup>th</sup> June, 7-9pm via Zoom £25. **Resolved – Councillor House will attend the Chairmanship Course and the Clerk will attend the Effective Meetings workshop in June.**

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

#### **For Payment:**

ABVH Committee	Transfer of funds from the Business Grant	£1500.00
MLVH Committee	Transfer of funds from the Business Grant	£1500.00
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	£1482.23
Defib Store Ltd	Charge-Pak x 2, Rescue Pack x 4	£171.55
Mr F Johnson	Reimburse window cleaning costs MLVH	£35.00
Mrs C A Cross	Reimburse cost of Visors and Hand Sanitiser for MLVH	£38.79
The Wiper Co	5 litre Hand Sanitiser for ABVH	£24.00

Mrs C A Cross	Clerk's Salary – Net		£822.56
HM Rev. & Customs	Tax & NI due by Clerk	£3.48	
	NI due by Parish Council	£12.29	£15.77
D/D Plusnet	Internet MLVH		£26.39
D/D British Gas	Gas supplied ABVH		£189.26CR
D/D British Gas	Gas supplied MLVH		£123.24CR

**Resolved:** Payment of the above accounts is approved. That the Bank Reconciliation up-to 31/3/21, 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. That the Council approve the setting up of an annual Direct Debit to the Information Commissioners Office for the annual Data Protection Fee of £40 (£35 if paid by D/D).

## 19. DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next Meeting of the Parish Council will be held on Monday 21 June 2021 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 21 June 2021.

Members of the Public and Press are welcome to attend

- 20. OUTCOME OF INFORMAL GRIEVANCE MEETING** – In the absence of the Public - It was reported that all those involved had agreed the notes received on this matter and the proposals going forward within those notes to address this issue. **Details were approved.**
- APPOINTMENT OF PARISH COUNCILLOR** – Having had confirmation from Mr Chambers that he still wishes to join the Parish Council and following discussion it was **Resolved** – **That Mr Julian Chambers be appointed to the position of Appley Bridge Ward Councillor on Wrightington Parish Council with effect from the June 2021 Parish Council Meeting.**

Chairman:

Date:

## REPORT 1

- Notification certificate of lawfulness (existing) granted for existing garage. 11A Hinds Head Avenue, Wrightington.
- Notification permission granted for residential bungalow renovation – including rear and side extension, and converting the roof to include 2 front dormers and one rear dormer. 120 Appley Lane North, Appley Bridge.
- Notification certificate of lawfulness (proposed) permitted for proposed conversion of garage to habitable room. Ty Chwarel, 49 Appley Lane North, Appley Bridge.
- Notification permission granted for proposed detached garage and workshop with associated external works. 349 Mossy Lea Road, Wrightington.
- Notification permission granted for detached garage located at the south end of the site. Ty Chwarel, 49 Appley Lane North, Appley Bridge.
- Notification prior approval is not required for extension of dwellinghouse. Dimension from rear wall of the original dwellinghouse – 4.8m. Maximum height of extension 3.0m. Height to eaves of extension 3.0m. Four Acres, Hall Lane, Wrightington.
- Confirmation if no call for an election in relation to the casual vacancy which has arisen has been made by 21<sup>st</sup> May, the Parish Council can co-opt to fill the vacancy.
- Updated confirming WLBC objections remain in place for proposed work to Parbold Quarry.
- Details of The Open Spaces Society's Grant a Green Campaign.
- Confirmation from West Lancs. BC of the Concurrent Grant Agreement – signed and returned.
- Additional information about the Queens Award for Voluntary Service for 2022.
- Confirmation that your request for assistance from the Clean & Green Team at West Lancs. BC is being looked into.