

WRIGHTINGTON PARISH COUNCIL

Clerk to the Council
Mr J Ashurst

4 Victoria Court
Clayton Street
Skelmersdale
WN8 8JE

Email: clerk@wrightington-pc.gov.uk

13th May 2025

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 19th May 2025 at Mossy Lea Village Hall at 7.30 pm.

Yours faithfully

J Ashurst

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.)

PLEASE SEE THE MEETING PROTOCOLS AT THE END OF THIS AGENDA. SPECIFICALLY, IF MEMBERS OF THE PUBLIC WHO WISH TO SPEAK AT THIS POINT WOULD INFORM 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 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: clerk@wrightington-pc.gov.uk

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 2025/2026**
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 7th April 2025.

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 duty planner at West Lancs regarding Memorial Bench and new Notice Board at Mossy Lea.. confirming that both developments are not located within the Conservation Area or within the setting of a listed building It is not clear if planning permission would be required. They may come under Minor Developments but to ascertain if this was the case, separate Pre Applications advice would need to be registered at a cost £85 each and a further £118 each for the Pre Application Advice. Does Council wish to consider other options?.
- b) Request from Friends of All Saints Primary School . Appley Bridge for a contribution towards the funding of a Sensory Garden Project.
- c) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate – (details e mailed to Parish Councillors for consideration and approval).
- d) E mail from Thomas Hill at West Lancs and attached Asbestos Management Survey of the Appley Bridge Village Hall.
- e) 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

--- Refurbishment of Toilets --- Completed

---Installation of Patio Doors --- Ongoing

---- APPLEY BRIDGE

--- Installation of Video Doorbell -- Completed

--- Roof Repairs and Gutter Cleaning -- Completed

--- Blinds Replacement --- Ongoing

--- Kitchen refurbishment --- Ongoing . Bid for CIL money contribution submitted

16. **PLANNING** To discuss the following applications (if any)

17. **LANCASHIRE ASSOCIATION OF LOCAL COUNCILS** – LALC Annual Conference 2025 to be held on 7th June 2025 at the Delta Marriott Hotel , Preston. Tickets £50 each.

18. **ACCOUNTS** - To receive the Receipts and Payments for Approval for April/May 2025:

--- **Bank Reconciliation** . To receive the Bank Reconciliation up-to 31/3/2025, Income & Expenditure Account for 24/25 and Balance Sheet as at 31/3/25.

--- To consider the **Annual Insurance Premium** for 25/26 . Details previously circulated to Councillors

The Financial Statement and Annual Governance Statement (AGAR) for the year ending 31 March 2025, 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 16 June 2025 - 7.30pm
Appley Bridge Village Hall

Members of the Public and Press are welcome to attend

REPORT 1

- a) Reply from Office of Police and Crime Commissioner confirming investigation into regularity of motor vehicle accidents on Moss Lane Toogood Lane and High Moor Lane.
- b) Further Report from Office of Police and Crime Commissioner confirming Wrightington Area confirming Wrightington Area is being monitored and encouraging Parishioners to report any speeding concerns through the LRSP portal Speed Concern Submission—Lancashire Road Safety Partnership.
- c) Temporary Road Closure of Robin hood Lane. The prohibition will be operative from 0830 hours to 1700 hours from Monday 28th July 2025 to Friday 8th August 2025 or until completion of the works within this period
- d) Temporary Road Closure of Manse Avenue from 08.00 hrs on Thursday 17th July 2025 to 18.00 hrs on Monday 28th July 2025 for carriageway resurfacing works.
- e) Temporary Road Closure on Mossy Lea Road, Wrightington from 0800 hours on Monday 14th July 2025 to 18:00 hours on Tuesday 22nd July 2025

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.