

WRIGHTINGTON PARISH COUNCIL

Clerk to the Council
Mr J Ashurst

4 Victoria Court
Clayton Street
Skelmersdale
WN8 8JE

Email: clerk@wrightington-pc.gov.uk

14th October 2025

Dear Sir/Madam

You are summoned to attend the **Meeting of the Parish Council** of the Parish of Wrightington to be held on Monday 20th October 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. APOLOGIES

2. 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.

3. MINUTES – To accept the Minutes of the Meeting of the Parish Council held on Monday 15th September 2025

4. MATTERS ARISING NOT ON AGENDA ---

5. PLANNING MATTERS

a. To consider the following Planning Apps :-

1. Plan App 2025/0856/PNP Consideration of Details for Prior Approval of Ground Preparation works and erection of an agricultural building
2. Plan App 2025/0667/FUL. Extension 6 Apple Hey. Permission granted
3. Plan App .2025/0701/LPD . Car Port 12 Ashfield Terrace Appley Bridge. Cert. of Lawfulness Not permitted
4. Plan Apps. 2025/0774/CON, 2025/0775/CON and 2025/0776/CON.
E mail from West Lancs dated 23/9/25 stating they are not Planning Apps therefore the Parish is not required to be consulted

b To Review the procedures for consideration of Planning Apps referred to the Council

E mail dated 22/9/2025 from LALC regarding consideration of planning apps by WPC was circulated previously

6. 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) E mail dated 7/10/25 from Defib Store confirming order for replacement of a Defibrillator Cabinet.
- b) E mail dated 8/10/25 from LALC confirming booking of 3 places on Whistlestop Tour for new Councillors on 25/11/2025
- c) Email from PKF Littlejohn confirming completion of Audit review 2024/25 , Notice of Conclusion of Audit and fee Invoice The Notice along with Sections 1,2 and 3 of the certified AGAR has been published in accordance with statutory requirements
- d) Late items received which may require discussion/action/observations.

7. EAST QUARRY – update – if received.

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

9. HIGHWAYS AND ENVIRONMENTAL MATTERS

10. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

11. VILLAGE HALLS

---- MOSSY LEA

--- Refurbishment of Toilets – Painting still not done

---- Memorial Benches. . .Plaques now fitted

---- APPLEBY BRIDGE

--- Kitchen refurbishment --- Update

-----BOTH VILLAGE HALLS

Open Evenings Update
Review of Assets and Structural Assessments

12. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS – Clerk to report

----- Local Government Reorganisation ----- Update

**----- Secure .gov.uk e mail addresses to be used by Councillors for all WPC
official communication Update.**

13. FINANCE / ACCOUNTS -

--- To receive the Receipts and Payments for Approval for September/ October 2025.

.....To receive the Monthly Budget Report and Bank Reconciliation as at 30th September 2025

The new SCRIBE Accounts package has been populated retrospectively and is now fully operational

14. POLICIES REVIEW To review the following policies

- 1. Financial Regulations**
- 2. Standing Orders**
- 3. Asset Register**
- 4. Documents Retention Policy**
- 5. Grants Policy**
- 6. Officer Briefing on Minutes**

**15 TRAINING--- Councillors Update
Clerk Update**

16. Remembrance Day Arrangements 9th November 2025

17. A.O.B. Clerk's Annual Appraisal (after Public have left meeting)

**18. DATE AND VENUE OF NEXT MEETING Monday 17th November 2025 at 7.30 pm
At Appley Bridge Village Hall**

Members of the Public and Press are welcome to attend

REPORT 1

- a) E mail dated 23/9/25 from Lancashire Highways Service outlining on line reporting tool, Lancashire Report It.
- b) E mail 23/9/25 from highways@lancashire indicating that the national speed limit on Moss Lane, Tunley Lane, Toogood Lane and Courage Low Lane is operating satisfactorily with no identified issues necessitating a reduction in the current speed limit.
- c) Letter Dated 2/10/25 from Open Spaces Society advising WPC of a change of Bank Account
- d) E mail from British Gas Lite confirming the switch of Direct Debit relating to Mossy Lea VH from NatWest to Unity Trust Bank

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.