

# WRIGHTINGTON PARISH COUNCIL

*Clerk to the Council*  
**Mr J Ashurst**

**4 Victoria Court  
Clayton Street  
Skelmersdale  
WN8 8JE**

**Email: [clerk@wrightington-pc.gov.uk](mailto:clerk@wrightington-pc.gov.uk)**

7th August 2026

Dear Sir/Madam

You are summoned to attend the **Meeting of the Parish Council** to be held on Monday 17<sup>th</sup> August 2026 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](mailto: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. OPEN FORUM QUESTIONS FROM THE LAST MEETING -- To consider a reply

#### 4. MINUTES –To accept the Minutes of the Meeting of the Parish Council of the Parish of Wrightington held on Monday 20th July 2026

#### 5. PLANNING To consider the following applications

1. 2026/0410/FUL Stables at Tunley Brook Farm Mossy Lea Road Permission Granted
2. 2026/0434/LDP 14 Mill Lane Appley Bridge Cert of Lawful ( Proposed ) Not permitted
3. Late Applications

#### 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) Email dated 28/7/26 from UK Floor Sanding offering their services.
- b) E mail dated 21/07 2026 from West Lancs' Principal Technical Services Officer explaining the situation as regards the Mossy Lea Play Area.
- c) E mail dated 29/07/2026 from Debra Platt, LALC's Chief Officer giving advice on Declarations of Interest and the payment of Honorarium
- d) E mail dated 30/7/2026 from Peter Lathom Charity requesting details be put on WPC website

- e) E mail dated 4/8/2026 from Parish planning application review services
- f) Late items received which may require discussion/action/observations

## 7. Village Halls

### Both

----- **Treasurer's Honorarium** To review and determine the payment of the Honorarium to Treasurers for 25/26

---- **Secretary's Honorarium** To review and determine the payment of an annual Honorarium to each of the Secretaries of ABVH and MLVH .

**Motion: Honorarium of secretaries of ABVH and MLVH to be determined annually using each Hall's income transferred to PC the preceding financial year.** (Percentage to be agreed in discussion at the WPC budget setting meeting.)

### Appley Bridge :

---- **to Review , Amend and Adopt as necessary the ABVH Constitution**

---- To review historical request for repair and maintenance of car parking facility at ABVH.

☐ **Motion: To provide evidence of works undertaken at ABVH car park over the past 10 years**

To consider a request from ABVH committee for repair and maintenance of the Village Hall wooden floor. (Quotation to be circulated prior to council meeting)

☐ **Motion: To approve expenditure for the repair and maintenance of ABVH floor.**

To consider a request by a user group of ABVH to install air conditioning.

☐ **Motion: To approve purchase of appropriate air conditioning facility for ABVH.**

To ascertain the status of utility meters in cellar and the legal/physical necessity for reading of such.

☐ **Motion: To have written confirmation from WLBC that access to the cellar at ABVH constitutes a Health and Safety hazard.**

To comply with Article 2.4 of lease agreement of ABVH and approve repair and refurbishment to entrance porch to Hall. (Quotations to be circulated prior to council meeting).

☐ **Motion: To approve expenditure for the repair and refurbishment to the entrance porch of ABVH.**

### Mossy Lea :

---- **to Review , Amend and Adopt as necessary the MLVH Constitution**

---- To Consider the condition of the Projector and Screen

• **Motion : To authorise the Repair of the Projector**

---- To Review the Patio Doors and Patio project

• **Motion: To approve the expenditure on the Patio Doors and Patio**

## 8. POLICIES AND PROCEDURES to review, amend and adopt the following in the light of the above item:-

## **Standing Orders including the appended Financial Arrangements**

### **Asset Register**

#### **9. ACCOUNTS / FINANCE**

--- To receive and approve **the Receipts and Payments for Approval for July/August 2026:**

--- **Bank Reconciliation .**

To accept the Bank Reconciliation and Monthly Income and Expenditure Report as at 31/07/26 .

**10. CLERK'S ANNUAL APPRAISAL** To consider the timing of the Appraisal

#### **11. ANY OTHER BUSINESS**

**12. DATE AND VENUE OF NEXT MEETING** Monday 21 September 2026 at 7.30pm  
At Appleby Bridge Village Hall

Members of the Public and Press are welcome to attend

#### **REPORT 1**

- a) E mail dated 30/07/2026 from CPRE confirming copy magazine etc were being sent
- b) E mail dated 24/7/2026 from LALC with Newsletter for July 2026.
- c) E mail dated 30/7/2026 from Open Spaces Society with July eZine
- d) E mail dated 31/07/2026 from Clear Councils regarding insurance of Playgrounds
- e) E mail dated 30/07/2026 from Neil Eccles' executive Support Officer Corin Henderson saying he is on leave and other relevant officers were investigating the matter.
- f) E mail dated 4/8/2026 from West Lancs' Customer Engagement re Draft Market Policy Survey
- g) E mail from LALC extending an Invitation to Clerks to attend SLCC Cheshire Branch Conference
- h) Media Release Issue 35 from West Lancs regarding Garden Waste Subscription Service
- i) Media Release Issue 36 from West Lancs regarding the installation of 50 new public litter bins
- j) To receive any Late Correspondence not requiring a decision

**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.