

WRIGHTINGTON PARISH COUNCIL

Clerk to the Council
Mrs C A Cross

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10th May 2022

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 16th May 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. **APOLOGIES**
2. **APPOINTMENT OF CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
3. **APPOINTMENT OF VICE-CHAIRMAN and DECLARATION OF ACCEPTANCE OF OFFICE**
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 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**
6. **TIMETABLE OF MEETINGS FOR 2022/2023**
7. **APPOINTMENT OF COMMITTEES**
Finance Sub-Committee
Public Rights of Way Sub-Committee
Planning Liaison Group
8. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
Appley Bridge/Parbold Quarry Liaison Committee - Borough Liaison Committee
Village Hall Representative (National VH group) - LALC (Area Committee)
Appley Bridge Community Association
9. **MINUTES** – To accept Minutes of the Parish Council Meeting held on Monday 11th April 2022.

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) Confirmation from LCC that speed safety concern signs have been erected on Appley Lane North – To be read aloud at the PC Meeting.
- b) Response to requests for clarification to issues raised re: the ramp at East Quarry – To be read aloud at the PC Meeting.
- c) Confirmation the PC bid for Capital Funding towards purchase of 2 SPID's has been successful.
- d) Price for supply and installation of new Notice Board in the vicinity of the Chisnall Avenue, Mossy Lea Road junction.
- e) Reminder – Advance Notification from West Lancs. BC of Code of Conduct Training for Parish Councillors, Wednesday 6th July 2022, 6pm-8pm, Council Chamber, Ormskirk.
- f) Notification of the Parish Council Insurance renewal – to confirm the insurance is adequate.
- g) Notification the nomination window for the Queen's Award for Voluntary Service is now open until 15th September 2022.
- h) Late items received which may require discussion/action/observations.

11. HIGHWAYS AND ENVIRONMENTAL MATTERS

12. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

13. ANNUAL NEWSLETTER – Suggested items for inclusion

14. VILLAGE HALLS

MOSSY LEA – Yoga classes have now started £30.

APPLEY BRIDGE –

Details/Discussions of work quoted for at MLVH and ABVH for 2022/23. 3 quotations circulated – A decision to be taken on awarding the contract. Emergency action taken between Meetings for ratification.

15. PLANNING To discuss the following applications:

- 1) 2022/0226/FUL Demolition of an existing single storey motor sales premise & workshop & the erection of a new build two storey detached dwelling including new vehicular access from Robin Hood Lane. AP Cole Car Sales Ltd, Dangerous Corner Garage, Hall Lane, Wrightington.
- 2) 2022/0266/FUL Proposed new boundary treatment including felling of existing Leylandii trees and erection of new screen fences. Cowlings Farm, 13 Church Lane, Wrightington.
- 3) 2022/0339/FUL Proposed extension and alterations to grade II listed building. 9 Whittle lane, Wrightington.
- 4) 2022/0346/FUL Proposed two storey rear extension. 2 Canal Bank, Appley Bridge.
- 5) 2022/0478/LBC Listed Building Consent – Proposed extension and alterations to grade II listed building. 9 Whittle Lane, Wrightington.
- 6) 2022/0272/PNH Application for determination as to whether prior approval of details is required – Extension of dwellinghouse. Dimension from rear wall of the original dwellinghouse – 5.2m. Max height of extension 3.2m. Height to eaves of extension 2.3m. 14 Church Lane, Wrightington.

16. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS –

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

For Payment:

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	£1638.77

Mrs C A Cross	Reimburse cost of Microsoft Office Pro plus 2021(50%)	£9.99
Mrs C A Cross	Clerk's Salary – Net of NI and NEST Contbtns.	£888.38
HM Rev. & Customs	NI due by Clerk	£12.41
Mrs C A Cross	Reimburse NEST Contbtns paid until D/D set up (emp'er/emp'ee)	£35.70
D/D Plusnet	Internet ABVH	£24.79
D/D Plusnet	Internet MLVH	£3.18
D/D British Gas	Gas supplied ABVH	£198.97
D/D British Gas	Gas supplied MLVH	£152.09
D/D E.on	Electricity use MLVH	£123.87
D/D Waterplus	Water usage MLVH	£45.72
D/D ICO	Data Protection Fee	£35.00

Receipts:

West Lancs. BC	1 st Part Precept 2022/23	£10,456.50
West Lancs. BC	Outstanding CIL money	£380.98
West Lancs. BC	Outstanding CIL money	£761.97

Approval of the setting up of a monthly Direct Debit to NEST the Parish Council pension provider.

The Bank Reconciliation up-to 31/3/22, Income & Expenditure Account and Balance Sheet, Financial Statement and Annual Governance Statement for the year ending 31 March 2022, will be presented to the Council, for approval as an accurate statement of accounts prior to submission to the external auditors.

18. DATE AND VENUE OF NEXT MEETING Monday 20 June 2022 - 7.30pm
Mossy Lea Village Hall

Members of the Public and Press are welcome to attend

REPORT 1

- a) Notification planning permission granted for erection of one detached dwelling (relocation of previous approval 2020/0220/FUL). Land adjacent 4 Tunley Lane, Wrightington.
- b) Notification permission granted for conversion of existing workshop/domestic storage building into ancillary accommodation. Porch extension incorporating a WC. Internal alterations and associated external work. 23 Appley Lane North, Appley Bridge.
- c) Notification certificate of lawfulness (proposed) not permitted for demolition of existing garage. Extension of existing driveway. Construction of new garage and gym under domestic permitted development rights for outbuildings class E. Alston Heys, Carr House Lane, Wrightington.
- d) Notification application withdrawn for a Certificate of Lawfulness for an extension to the rear of the property. 277 Mossy Lea Road, Wrightington.
- e) Notification prior notification – agricultural – refused for an upgrade to concrete yards within the farmyard to reduce potential diffuse water pollution from soil contamination when accessed by farm machinery. Aspinall House Farm, 2 Appley Lane South, Appley Bridge.
- f) Notification permission granted for front & rear single storey extension, loft conversion to 2 bedrooms with windows, render finish and rooflights, replacement windows throughout. Alston Heys, Carr House Lane.
- g) Notification permission granted for proposed single storey rear extension to a semi-detached bungalow (resubmission of refused application 2021/1019/FUL) 10 Wrightington Bar, Wood Lane, Wrightington.
- h) Notification of a temporary prohibition of traffic order on Bank Brow, Upholland, from Appley Lane South, Appley Bridge to Ayrefield Road, Upholland, between 8am and 4pm on Sunday 12th June 2022 to allow tree cutting and overhead cable works to be carried out.
- i) Initial notification of a temporary continuous road closure, Bank Brow, Upholland from 1st August 2022 until 11th August 2022 to enable the installation of a road crossing and completion of connection works.
- j) Notification that an error occurred when calculating CIL monies due to Parish Councils for Q3 and Q4 of 2021/22, now rectified and the additional payments have now been processed (see accounts)
- k) Confirmation from West Lancs. BC of the Concurrent Grant Agreement – signed and returned.
- l) Campaign update from Save Our Corner House m) CPRE Countryside Voice – Spring 2022 Edition.

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.