

**MINUTES OF 1132ND MEETING  
OF HOGHTON PARISH COUNCIL  
HELD ON 21ST MAY 2018  
AT HOLY TRINITY CHURCH HALL.**

**PRESENT:** - COUNCILLOR T. GREENWOOD (CHAIRMAN) COUNCILLOR N. PETER (VICE CHAIRMAN) COUNCILLORS J. BALDWIN, MRS S. LONG, B. MATTOCK, AND Ms M. URRY AND MR. T. HARKNESS (CLERK).

**393. APOLOGY FOR ABSENCE:**

An apology for absence was submitted from Councillor Ms Y Hargreaves.

**394. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST:**

The Clerk reminded Members of their responsibility to declare any personal interest in respect of matters on the agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. No one made a declaration at this stage.

**395. MINUTES:**

The Minutes of the proceedings of the meeting of the Parish Council held on 23rd April 2018 having been previously circulated were approved as a correct record and signed by the Chairman.

**396. PUBLIC PARTICIPATION SESSION:**

**AS THERE WERE NO MEMBERS OF THE PUBLIC PRESENT THE PARISH COUNCIL CONTINUED WITH THE BUSINESS ON THE AGENDA.**

**397. POLICE REPORT:**

**(A). LIAISON:**

The police were not present. Reference was made to a road traffic accident on Houghton Lane on 20th May 2018.

**(B). CONSUMER ALERTS – TRADING STANDARDS:**

The Clerk submitted the latest consumer alerts from the County Council's Trading Standards Officer.

**398. LALC REPORT:**

The Clerk submitted the current newsletter

**399. HIGHWAYS AND FOOTPATHS:**

**(A) HOGHTON LANE TRAFFIC SPEEDS:**

The Clerk reported that the implementation of the speed limit order was still awaited.

**(B). POTHOLES:**

It was reported that the potholes at the railway bridge on Blackburn Old Road and Riley Green were still to be repaired.

The recently repaired pothole near the Village Hall required further attention.

## **HOGHTON PARISH COUNCIL – 21ST MAY 2018**

### **(C). HOGHTON LANE - REPAIRS:**

At the last meeting it was reported that United Utilities had indicated to local residents on at least two occasions that it was intended to undertake work on Hoghton Lane but this had not started.

It had not been possible to contact them to ascertain when the work would be carried out.

Since then some work had been carried but it was understood further work was required.

A further section of work had been undertaken towards Bells Lane.

County Councillor Snowden would be asked to investigate this.

### **(D). QUAKER BROOK LANE - GULLIES:**

It was reported that there were still problems with the gullies near the entrance to Quaker Brook Lane despite work being carried out.

The Clerk would contact the County Council for their views on this.

It was also stated that extensive flooding was occurring further along Quaker Brook Lane towards Beeston Villas.

This would be reported to the County Council.

### **400. CHORLEY COUNCIL REPORT:**

There were no matters affecting the Parish Council.

### **401. PLANNING REPORT:**

#### **(A). DECISIONS.**

The Clerk reported that planning permission had been granted for developments at Quaker Brook Lane and Riley Green since the last meeting of the Parish Council.

#### **(B). APPLICATIONS:**

The Clerk reported that applications had been received at Station Road, Hoghton Bottoms, Quaker Brook Lane and Riley Green since the last meeting of the Parish Council.

Details of the applications had been circulated to all Members and no observations were made.

The Clerk would inform Chorley Council.

#### **(C). ADJOINING LOCAL PLANNING AUTHORITY APPLICATION:**

It was reported that following the rejection of the latest appeal relating to the application for the erection of 78 dwellings (including 39 affordable homes) with associated access and landscaping land at Olive Farm and land north of Methuen Drive. The applicants were now considering their options.

#### **(D) LICENSING APPLICATION:**

An application for a temporary event off Blackburn Old Road (A657) in June 2018 was circulated.

### **402. ACCOUNTS FOR PAYMENT:**

## HOGHTON PARISH COUNCIL - 21ST MAY 2018

The Clerk submitted the following account for payment.

Whitehead and Aldrich	Payroll Fees to March 2018	£36.00.
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The Account was agreed and a cheque signed.

### **403. INSURANCE PREMIUM - RENEWAL.**

The Clerk submitted details of the Parish Council's insurance quotation from Came and Company for the year from 1st June 2018,

He reminded the Parish Council that in 2015 it had entered into a three year agreement with the Insurers. As that agreement had been concluded three quotations had been provided and the lowest quotation was from Inspire Ltd amounting to £661.21 plus an Administration fee of £50.00. if the Parish Council agreed to a further three year long term agreement this would be reduced by 5%.

The Parish Council was requested to consider the offer and decide whether the cover was adequate.

A sum of £700.00 had been included in the Parish Council's Estimates for this premium in 2018/19.

The Parish Council considered that the Council's Insurance was adequate, the quotation from Inspire Ltd was accepted, that it was prepared to enter into a three year agreement with this Insurer and that the premium for 2018/19 be paid.

### **404. AUDIT OF PARISH COUNCIL ACCOUNTS:**

The Clerk reported that the Audit for 2017/18 is on 11th June 2018.

He reminded the Parish Council that new arrangements came into force this year for Smaller Authorities and it had been agreed that the Parish Council should apply for a certificate of exemption from external audit.

It was still necessary for an internal audit to take place and the Independent Internal Auditor had examined the Parish Council's Accounts and procedures, confirmed that they were in order, had agreed the Audit Report and submitted it to the Parish Council for approval.

The Clerk also reported under the procedure it was necessary for the Parish Council to approve an Annual Statement of Governance and that the accounts had been undertaken in accordance with prescribed regulations.

A copy of the Annual Return, Statement of Governance and the Internal Auditor's Report was circulated to each Member of the Parish Council..

Under the regulations copies of the Annual Return would be posted on the Parish Council's website for 30 working days from 4th June 2018.

The Parish Council accepted the report of the Internal Auditor, considered the statement of governance in connection with the accounts and acknowledged its responsibility for the preparation of the accounts and confirmed to the best of its knowledge and belief that the Council's accounts for the year ended 31st March 2018 were true and correct.

## HOGHTON PARISH COUNCIL – 21ST MAY 2018

The Chairman (Councillor T. Greenwood) was authorised to sign the Annual Return where appropriate

### **405. WAR MEMORIAL:**

Chorley Council had still to reply on the progress on the ponding issue.

Some further minor work to complete the refurbishment work was still to be carried out, following the purchase of the Silent Soldier Silhouette from the Royal British Legion it was proposed to put it on the grass verge at the War Memorial. The flagpole had been ordered and arrangements would be made for it to be erected.

Arrangements would be made with the Scouts for the raising and lowering of the flag on appropriate occasions.

The Vice Chairman (Councillor N.Peter) would meet the contractors on site regarding the minor work outstanding.

### **406. CRIPPLEGATE LANE - POND:**

The Chairman (Councillor T. Greenwood) reported on the current situation Cripplegate Lane.

A site inspection would be held later in the year.

### **407. CONSULTATIONS:**

The Clerk submitted consultation papers from the County Police and Crime Commissioner regarding Rural Policing and the Establishment of Neighbourhood Watch Schemes.

Comments were made regarding the consultation documents.

### **408. GENERAL DATA PROTECTION REGULATIONS:**

The Parish Council were reminded that these regulations would come into force on 25th May 2018 and the Clerk submitted draft policy documents plus a privacy policy and retention of documents schedule which he recommended should be adopted.

It was also necessary to appoint a policy information officer and a Data Protection Officer .The Parish Council discussed an action plan.

It was pointed out that further information was required about the introduction of certain points of the regulations.

The policy documents were adopted and would be implemented.

The Parish Council would await further clarification regarding the introduction of parts of the regulations.

### **409. EASTERN PARISHES MEETING:**

Councillor Mrs Long reported that the meeting arranged for 3rd July 2018 had been brought forward to 13th June and she was unable to attend.

Councillor Ms M. Urry was appointed to attend in her place.

## **HOGHTON PARISH COUNCIL - 21ST MAY 2018**

410. **DATE OF NEXT MEETING:**

Monday 18th June 2018 at 7.30. p.m. at Holy Trinity Parish Church Hall .

There being no further business the Chairman (Councillor T. Greenwood) declared the meeting closed at 8.20. p.m.

**SIGNED  
CHAIRMAN**

**18TH JUNE 2018.**