

**DRAFT MINUTES OF 1024TH MEETING
OF HOGHTON PARISH COUNCIL
HELD ON 23RD JUNE 2008
AT THE VILLAGE HALL
PRESENT: -**

COUNCILLOR D. DICKINSON (CHAIRMAN) COUNCILLOR T. GREENWOOD (VICE CHAIRMAN) COUNCILLORS J. BALDWIN, J. PROCTOR, T.SHARRATT AND MR. T HARKNESS (CLERK).

25. APOLOGY FOR ABSENCE:

An apology for absence was submitted from Councillor Ms Urry.

26. COUNCILLOR MS URRY:

It was reported that Councillor Ms Urry was unwell.

The Clerk would send a Get Well message to her from the Parish Council.

27. 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 declared an interest at this stage.

28. MINUTES:

The Minutes of the proceedings of the meeting of the Parish Council held on 19th May 2008 were circulated.

The Clerk reported that Councillor Ms Urry was concerned that Minute 13A Road Traffic Scheme Houghton Lane did not reflect her comments about the proposals and wished the Minutes to be amended to include the comments/queries she had made regarding the painting of the road markings, final adjustment of the speed signs, completion date of the road works and the explanation of the rules regarding traffic regulation orders i.e. that the existing order would not be replaced until the scheme had been completed to ensure that traffic speeds were adhered to.

Subject to this amendment the Minutes were approved and signed by the Chairman.

29. ADJOURNMENT:

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

30. POLICE REPORT:

As the police were not present no report was presented. The Clerk informed Members that the Police Authority was seeking nominations from interested parties for the appointment of three independent members on the Lancashire Police Authority. Councillor Sharratt had put up notices about this at various locations in the Parish and elsewhere.

HOGHTON PARISH COUNCIL – 23RD JUNE 2008

The Clerk would ascertain whether the Parish Councillors could be nominated and if so would ask Councillor Ms Urry whether she wished to be proposed as an Independent Member of the Lancashire Police Authority.

Reference was made to the lack of information from the Police and the Chairman would discuss this with the Divisional Commander.

31. LALC REPORT:

The Clerk submitted the current Newsletter he referred in particular to the progress on the Parish Charter and reminded the Parish Council that that they had agreed to consider any resolutions to the LALC AGM at this meeting.

No resolutions were put forward.

32. HIGHWAYS AND FOOTPATHS:

(A). TRAFFIC SCHEME – HOGHTON LANE:

The Clerk reported no further progress regarding the timetable for completion of the scheme.

The Chairman had spoken to County Councillor Mrs Livesey about it. The Clerk would continue to press for the information.

(B). LAND ADJACENT TO THE BOARS HEAD:

There had been no progress on this matter. However, Councillor Sharratt had inspected the site and had noticed the presence of giant hogweed. He had contacted the County Council about this and had been informed that the removal of the hogweed was the responsibility of the landowner.

The Clerk would contact the brewery about this.

(C) CRIPPLEGATE LANE:

The Environment Director considered that as this was an unadopted highway it was not possible to put a prescribed highway sign on it. However, there was nothing to stop the residents from putting up a small private sign providing it did not appear to be an official highways sign and was not put up on highway land.

The Vice Chairman agreed to discuss this matter with the residents. He also reported the arrangements for the bin collection service.

(D) POTHOLES:

The potholes in Private Road, Gib Lane and Quaker Brook Lane had been reported to the Area County Surveyor had were receiving attention. Councillor Sharratt questioned the unsatisfactory nature of the repairs and it was agreed that a site meeting be arranged with the Area County Surveyor.

(E) FINGER POST SIGNS:

The Area County Surveyor was looking into the condition of finger post signs.

(F) FOOTPATH – BRINDLE LODGE:

The Footpaths Officer had suggested further work to the footpath and had asked the Parish Council if they would be prepared to make a contribution.

The Clerk would discuss with the Footpaths Officer the proposals for the scheme and the Parish Council would consider making a contribution when the cost was known.

(G) INFORMATION SIGNS - RILEY GREEN:

The Hoghton Tower/Witton Park Sign at Riley Green had still not been attended to and the Clerk would contact the County Council again.

(H) BUS SHELTER OPPOSITE THE POST OFFICE:

The Clerk informed the Parish Council that Chorley Council had indicated there were no funds available to provide an extra bus shelter on the Straits. However, consideration was being given to the request by Councillor Sharratt regarding sides being put on the existing bus shelter.

(I) GRASS VERGES:

Councillor Sharratt declared a prejudicial interest in this matter and left the room.

The Area County Surveyor had arranged for the grass verges to be cut. The Chairman reported that the verges either side of the War Memorial required further attention and had discussed the upkeep with Mr. Ormerod. It was also suggested that the area round the bench adjacent to the War Memorial required attention.

Mr. Ormerod would be asked to do the work as part of the contract for the upkeep of the War Memorial.

(J) FENCING NEAR RAILWAY BRIDGE:

Councillor Sharratt declared a prejudicial interest in this matter and left the room.

The Chairman reported that he had asked Mr. Ormerod for a quotation for the erection of a section of fencing in this location.

Councillor Sharratt returned to the meeting at this point.

(K) TEMPORARY ROAD CLOSURE – MINTHOLME CROSSING:

The Clerk reported that the crossing would be closed to traffic from 11.00 p.m. on Saturday 20th December 2008 to 5.00 a.m. on Monday 22nd December 2008. It would also be closed at the same times on Saturday 3rd January 2009 to Monday 5th January 2009. The alternative route would be via Gregson Lane, Hillhouse Lane Sandy Lane Hoghton Lane and Gregson Lane and vice versa. The crossing would be closed for railway engineering works.

33. CHORLEY COUNCIL REPORT:

The Chairman reported on issues affecting the Parish Council.

34. PLANNING REPORT:

A. DECISIONS

The application to erect a single storey side extension at The Old Orchard Quaker Brook Lane App no 08/00365/FUL applicant Mr Warburton had been approved.

B. APPLICATIONS

The following applications had been received.

1. Single storey rear extension 27 Bell Villas Gib Lane App no 08/00492/FUL Applicant Mrs Calvert

2. .Raise ridge height to create first floor accommodation, two storey rear extension and rear dormer 1 Viaduct Road App no 08/00498/FUL Applicants Mr and Mrs Redfearn

HOGHTON PARISH COUNCIL – 23RD JUNE 2008

3. Change of use of shop and forecourt to residential Cleveland Filling Station Station Road App no 08/00532/COU Applicants Mr. and Mrs. Murray.
4. Felling of Beech Tree covered by TPO no 1 (Hoghton) 1969. Woodleigh Station Road App no 08/00566/TPO Applicant Mr. Benson.
5. Erection of a first floor extension to create bedroom, en suite and the erection of a single storey rear sunroom 61 Chapel Lane App no 08/00616/FUL. Applicants The de Hoghton Estate
6. Two storey extension to existing residential dwelling to provide additional kitchen area sun lounge and conversion of garage to utility and games room and store at ground floor with two additional bedrooms to first floor with an existing bedroom converted to shower room 22 Fowler Close App no 08/00426/FUL Applicant Dr. Shah.

No observations were made on these applications.

35. ACCOUNT FOR PAYMENT:

The Clerk submitted the following account for payment

1. A. Harkness	Clerk Salary and Expenses March - June 2008	£451.38
----------------	---	---------

The Account was agreed and the cheques signed.

36. REVIEW OF INTERNAL AUDIT SYSTEM:

The Clerk circulated a report dealing with a review of the Parish Councils Internal Audit System.

The review was accepted

37. RISK ASSESSMENT:

The Chairman and Clerk had made a health and safety risk assessment inspection of the notice boards, benches, Pinfold and the War Memorial on 10th June 2008 and these were considered satisfactory.

Maintenance work to the Pinfold was required and this would be put in hand.

The Clerk also submitted a risk assessment report in respect of the Council's Financial Systems.

The risk assessment report in respect of the Council's Financial Systems was approved.

38. VAT REPAYMENT:

The Clerk informed the Parish Council that the VAT for 2007/08 had been reclaimed amounting to £55.59.

39. CHEQUE SIGNATURES:

The Clerk suggested that following the election in May the Parish Council should increase those authorised to sign cheques on its behalf to all Member.

The Clerk would make the necessary arrangements.

40. PINFOLD:

Councillor Sharratt declared a prejudicial interest in this matter and left the room.

HOGHTON PARISH COUNCIL - 23RD JUNE 2008

The Chairman reported on developments at the Pinfold. A meeting had taken place with Mr. Whiteside the Builder regarding the rebuilding of Phase 3 of the wall and the bill for the work was submitted amounting to £784.00 which exceeded the estimate by a considerable sum. The builder had undertaken extra work which became evident when he started the rebuilding. The Chairman had reluctantly agreed to pay the invoice and a cheque had been signed.

With regard to the further section of wall which required completely rebuilding the Clerk was seeking alternative estimates from other builders. A verbal estimate had been received from Mr. P. Whitehead of £650.00 Mr White head would be asked to submit a written estimate and subject to this being satisfactory arrangements would be made for the work to be carried out

The bin store which had been constructed near the entrance to the Pinfold and fencing and a gate had not been erected by the new occupier of 1 Green Lane but by the occupier of Cromwell Cottage. The developments had been inspected by Chorley Council and did not require planning permission as they were permitted development.

The mound of rubble had also been dumped in the Pinfold by the same resident.

The Clerk would contact the owner of Cromwell Cottage and asked him to remove the fence and gate as it encroached on the Pinfold as well as asking him to remove the rubble he had dumped.

The Chairman also reported that Mr Ormerod would include the area of land at the rear of 5 Green Lane in the maintenance work to be carried out at the Pinfold.

41. PARISH COUNCIL VACANCY:

The Clerk informed that as the vacancy was the result of the seat being unfilled at the May elections there was no requirement to advertise the vacancy and the Parish Council could co-opt instead.

Councillor Sharratt had approached someone in connection with the vacancy but the invitation had been declined.

Councillor Proctor suggested that the Members of the Parish Council should consider suitable candidates and this would be discussed at the next meeting.

42. CHORLEY EQUALITY FORUM:

The Clerk submitted a Consultation Paper on the development of an Equality Forum for the Borough.

Comments on the proposal were requested by 14th July 2008.

No comments were made on the consultation paper.

43. SELRAP:

The current newsletter was circulated.

44. BOROUGH/PARISH LIAISON MEETING:

The next meeting would be on Wednesday 16th July 2008 at 6.30 p.m. at the Town Hall Chorley Any issues to be raised were to be sent to Chorley Council by 30th June 2008.

The Chairman and Councillor Ms Urry would attend.

45. SUSTAINABLE COMMUNITIES ACT:

The Clerk submitted the current newsletter and fact sheet on the implementation of the Act.

The issues involved would be considered at the next meeting.

46. DOGS – 55 CHAPEL LANE:

The Chairman reported on the problems regarding the keeping of dogs by the Tenant of 55 Chapel Lane and the action taken by the Environmental Health Officer. The Vice Chairman asked that the Landlord's Agent be informed of the situation and asked to take any action necessary under the terms of the lease.

In the meantime the Vice Chairman would ask any residents to write to Chorley Council about the problems.

47. RUBBISH – VILLAGE HALL CAR PARK:

The Chairman reported that the rubbish which had been dumped at the car park was due to be removed by Chorley Council in the next few days.

48. VILLAGE HALL – GRANT:

The Vice Chairman reported that a grant had been made by a company via Community Futures for the replacement of the tables and chairs at the Village Hall.

49. BENCHES – VILLAGE HALL;

The Vice Chairman requested that the second bench outside the village hall should be included in the maintenance schedule. This was agreed.

50. DATE OF NEXT MEETING:

Monday 21st July 2008 at 7.30.pm at the Village Hall.

There being no further business the Chairman declared the meeting closed at 9.20. p.m.

**SIGNED
CHAIRMAN**

21st July 2008