

MINUTES OF 1102ND MEETING OF HOGHTON PARISH COUNCIL HELD ON 21ST SEPTEMBER 2015 AT THE HOLY TRINITY PARISH CHURCH HALL.

PRESENT: - COUNCILLOR T. GREENWOOD (VICE CHAIRMAN) IN THE CHAIR, COUNCILLORS J. BALDWIN, N.PETER, T.SHARRATT, Ms M. URRY AND M.WATSON AND MR. T. HARKNESS (CLERK).

ALSO IN ATTENDANCE: COUNTY COUNCILLOR M.DEVANEY.

1. APOLOGY FOR ABSENCE:

An apology for absence was submitted from The Chairman (Councillor D. Dickinson) .

2. COUNCILLOR D. DICKINSON:

The Chairman of the Meeting (Councillor T. Greenwood) informed the Parish Council that the Chairman (Councillor D. Dickinson) had recently spent time in hospital and was currently suffering from a throat infection.

The Parish Council wished him a speedy recovery.

3. 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.

4. MINUTES:

The Minutes of the proceedings of the meeting of the Parish Council held on 20th July 2015 having been previously circulated were approved as a correct record and signed by the Chairman of the meeting (Councillor T. Greenwood).

5. ADJOURNMENT:

THERE THEN FOLLOWED AN ADJOURNMENT TO ALLOW THE PUBLIC TO RAISE ISSUES AND QUESTION THE PARISH COUNCIL REGARDING MATTERS DEALT WITH. AS THERE WERE NO MEMBERS OF THE PUBLIC PRESENT. THE PARISH COUNCIL CONTINUED WITH THE BUSINESS ON THE AGENDA.

6. POLICE REPORT:

(A). NEWSLETTERS:

The Clerk circulated the current police newsletter which indicated there had been no reported incidents in Houghton during September 2015.

The next PACT meeting meeting would be held on 6th October 2015 at Brinscall Sports and Social Club.

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Members referred to further problems with parking on Hoghton Lane and on Bells Lane.

At the last meeting Councillor Ms Urry referred to the increase in parking on Hoghton Lane. She was concerned that parking was taking place on double yellow lines, on grass verges and on footways.

Councillor Sharratt had reminded the Parish Council that the police powers relating to such offences were now the responsibility of local authorities.

The Clerk had sought clarification regarding the enforcement of parking regulations.

As reported by Councillor Sharratt the police had confirmed that parking issues were the responsibility of the County Council, however if the police deemed that a vehicle was in a dangerous position or causing an unnecessary obstruction of the highway they could take action.

Councillor Ms Urry reported there had been an improvement in parking in this area.

(B). CONSUMER ALERTS – TRADING STANDARDS:

The Clerk circulated a copy of the latest consumer alerts from the County Council's Trading Standards Officer.

7. LALC REPORT:

The Clerk reported details of the current newsletter and circulated a copy of the Associations Annual Accounts for 2014/15.

The Clerk reminded Members that the next meeting of the Chorley Area Committee would be in October and would be in the new format the topic for discussion was how to make parishes greener and cleaner. Up to three members from each Parish Council would be entitled to attend.

The Clerk would circulate a copy of the agenda for the next meeting when available and Members would then indicate whether they wished to attend.

8. HIGHWAYS AND FOOTPATHS:

(A). FLOODING - CHAPEL LANE :

County Councillor Devaney reported that the problem still persisted and was under discussion with the landowners. He would ascertain the current position and inform the Clerk.

(B). RESURFACING BLACKBURN OLD ROAD:

Councillor Ms Urry had indicated that some work had been done but this was not satisfactory.

County Councillor Devaney referred to a complaint he had received concerning a pothole on Hoghton Lane.

The Clerk would arrange a site inspection with the County Council, County Councillor Devaney and members of the Parish Council.

(C). BOLTON ROAD JUNCTION RILEY GREEN:

The views of the police were awaited, the matter was being considered by the Area Committee.

County Councillor Devaney would consult with the County Council regarding the signage at the junction.

(D) FOOTPATH NO 5 BRINDLE LODGE:

Councillor Watson reported that repairs to the the footbridge on this footpath had been completed.

The Clerk would write a letter of thanks to the Footpaths Officer.

(E). POTHoles - CHAPEL LANE:

The Chairman of the meeting (Councillor T. Greenwood) reported that the repairs to the potholes in Chapel Lane had been completed.

(F). TEMPORARY CLOSURE - CHAPEL LANE:

The Clerk circulated details of the temporary closure order of a section of Chapel Lane either side of number 101 Chapel Lane from 0800 hours on 21st September to 1800 hours on 25th September 2015 to enable new water connection works to be carried out.

There was no alternative route for traffic but access to properties would be maintained at all times.

County Councillor Devaney had discussed the closure with local residents and arranged for access to be provided at all times.

(G). FOOTWAY - GIB LANE:

The Chairman of the Meeting (Councillor T. Greenwood) reported on the current position regarding hedge on Gib Lane.

He also reported that the Neighbourhood Officer at Chorley had been asked to clear the footway along this length and it appeared the vegetation had been sprayed but was still on the footway. He had met Community Payback and they had offered to remove the debris.

The Clerk was making the arrangements.

(H). SPEEDING TRAFFIC - GIB LANE:

The Chairman (Councillor D. Dickinson) had been contacted regarding traffic speeds in Gib Lane and had asked County Councillor Devaney to discuss the provision of 30 mph signs with the County Council.

The Clerk had informed the police.

County Councillor Devaney reported that national regulations did not allow for repeat 30 mph signs. He suggested that the County Council should be asked to undertake a vehicle/traffic speed count.

The Parish Council would consider the appropriate site for the count and notify County Councillor Devaney.

(I). BROKEN STILE FOOTPATH LANE SIDE FARM:

The Clerk reported that the stile on Houghton Lane at Lane Side Farm was broken.

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He had reported it to the Footpaths Officer.

9. CHORLEY COUNCIL REPORT:

No report on issues affecting the Parish Council was made.

10. PLANNING REPORT:

(A). DECISIONS.

The Clerk reported that the following decisions had been made since the last meeting of the Parish Council.

1. Application for certificate of lawfulness for erection of proposed single storey side extension Braemar Cripple Gate Lane (App no 5/00589/CLUPD) Applicants Mr. and Mrs. Clark. - Granted.
2. New decked area, felling of four trees, resurfacing of patio, new lych gate and existing hedge to be lowered Royal Oak Riley Green (App no 15/00476/FUL) Applicant Daniel Thwaites PLC. - Granted.

(B). APPLICATIONS:

The Clerk reported that the following applications had been received since the last meeting of the Parish Council.

1. Demolition of existing cottage and erection of two two bedroom semi detached houses Sandall Cottage Riley Green.(App no 15/00570/FUL) Applicant de Hoghton Estate.

The Parish Council made the following observations:-

1. It was felt that although not a planning consideration the cost of the erection of new houses should be spent on restoring existing derelict properties in the Parish.
2. That the new dwellings should reflect the existing character of the area.

The Clerk would notify Chorley Council.

2. Erection of a part two/ part single storey side/rear extension (resubmission of application ref 14/01056/FUL) The Glen Gib Lane (App no 15/00840/FUL) Mr Craig.

Details had been circulated to all Members and no observations were made. The Clerk would notify Chorley Council.

3. Retrospective application for the installation of a timber decking area to the front of the premises (to include amendments to design from that previously refused to remove wood below decking level to allow cobbles to be visible underneath, planters in conservation colour between uprights and removal of wood decking and replacement with tension wires.) The Sirloin Station Road. (App no 15/00832/FUL) Applicant Black Napkins North West

Ltd.

Details had been circulated to all Members and the Parish Council objected to this development on the grounds that it is not in keeping with the area, is not an improvement on the existing structure and the decking has resulted in the removal of disabled access to the premises from the front.

The Clerk had notified Chorley Council and the local residents.

County Councillor Devaney reminded Members that for this matter to be considered by the Planning Committee it would require the submission of at least five letters of objection. The Clerk would inform local residents.

(C). APPEAL AGAINST REFUSAL OF PLANNING PERMISSION:

The Clerk reported that the applicant has appealed against Chorley's decision to refuse the following application.

Retrospective Application for the erection of a single storey rear raised veranda 19 Chapel Lane (App no 15/00288FUL) Applicant Miss Kowalski.

(D). PLANNING SEMINAR:

The Clerk reported details of a Seminar on Planning on Line organised by Chorley Council on 2nd November 2015 at the Town Hall Chorley.

11. ACCOUNTS FOR PAYMENT:

The Clerk submitted the following accounts for payment

1. Holy Trinity Parish Church	Hire of Room Parish Council Meeting September 2015	£20.00
2. CPRE	Annual Subscription.	£36.00.

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12. AUDIT OF PARISH COUNCIL ACCOUNTS 2014/15:

The Clerk reported that the Annual Audit of the Accounts for 2014/15 had been completed and a minor issue relating to the completion of the form had been highlighted.

He explained the reasons for error.

The completion of the audit had been publicised and following the introduction of new audit arrangements no fee was payable.

The audit opinion was noted and the Annual Return approved and adopted.

He also reported details of the Transparency Code Scheme of Grants and explained its affect on the Parish Council.

13. NATIONAL SAVINGS ACCOUNT :

The Clerk reported that National Savings and Investments had approved the changes to the authorised signatories to the account.

14. PAYROLL ADMINISTRATION:

The Clerk reported that he had been notified that the company which administered the Parish Council`s payroll had gone into receivership in June. As consequence he had not received payment of his salary and expenses.

Following discussions with LALC he had contacted a local firm of a Accountants Whitehead and Aldrich of Ribblesdale Place Preston and they had agreed to carry out the payroll administration on behalf o of the Parish Council at a similar annual charge to that currently being made by the previous company.

He submitted an agreement which had been drawn up and asked the Parish Council to confirm the arrangements. He also submitted a pay slip relating to his salary and expenses for the quarter ending in June 2015.

It was agreed that Whitehead and Aldrich be confirmed as the Parish Council`s Payroll Administrators and that the Clerks Salary and Expenses amounting to £546.10 and the Income Tax of £122.40. be paid.

15. COMPUTER RENTAL:

The Clerk reminded the Parish Council that as part of its agreement for the provision of a computer it paid a quarterly rental of £20.00 per quarter the existing computer had required extensive repair and it was more cost effective for the Clerk to buy a new one. In the circumstances he now requested the Parish Council to increase its rental fee by £10.00 per quarter to £30.00.

The Parish Council agreed to increase the rental fee from £20.00 to £30.00

from 1st September 2015.

16. GRANT APPLICATION:

(A) VILLAGE HALL MANAGEMENT COMMITTEE:

The Clerk submitted a request from the Village Hall Management Committee for a grant towards the cost of a new notice board.

County Councillor Devaney had made a grant of £300.00 towards the cost.

Members discussed the type, location and accessibility of the proposed board.

The Clerk would inform the Village Hall Management Committee that the Parish Council agreed in principle to the making of a grant towards the provision of a notice board subject to further information.

The Vice Chairman (Councillor T. Greenwood) declared an interest in this matter as he was a member of the Village Hall Management Committee and took no part in the discussion or voting thereon.

(B) . SKYLARKS CHOIR:

The Clerk submitted a request from the Choir for a grant towards their activities.

The Clerk was requested to seek further information regarding the Choir.

17. WAR MEMORIAL:

The Clerk reported the current situation regarding the first phase of the refurbishment of the War Memorial. Tenders were currently being invited for the work involved in the resetting of the stone setts and repairs to the base of the War Memorial by specialist contractors.

It was also reported that the War Memorials Trust had indicated the

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possibility of funding towards the refurbishment of the War Memorial.

Chorley Council had requested the Parish Council's views.

The Parish Council felt that the work to be undertaken by Chorley should proceed and that in the meantime Chorley Council continue to seek funds from the War Memorials Trust.

The Clerk had met a representative from Chorley Legal Department about the arrangements for the registration of the War Memorial and was currently processing the application form.

The De Houghton Estate would be informed of the developments.

18. WREATH LAYING CEREMONY SUNDAY 8TH NOVEMBER 2015:

The Parish Council had received an invitation from the Churchwardens of Holy Trinity Church for the Parish Council to attend the Remembrance Day Service. The arrangements for the wreath laying ceremony were as in previous years. The party would assemble on the car park of Holy Trinity Church leaving at 9.50 a.m. to walk in procession down to the cenotaph for a short service. After the Act of Remembrance the party would return to the church for the service at 10 30 a.m. The Chairman of the Parish Council would read a lesson during the service. The Clerk would arrange for the wreath. The Clerk would also arrange for the War Memorial to be tidied up before the Remembrance Day Service and ask Chorley Council to arrange for the road to be swept. The Police had also been asked to control the event.

Members would be reminded of the arrangements nearer the time.

19. CORPORATE STRATEGY REVIEW:

The Clerk submitted a consultation document regarding the County Council's corporate strategy to 2020 and beyond.

20. THREE TIER LIAISON:

The next meeting would be held on 8th October 2015 at the Town Hall Chorley.

The Chairman (Councillor D. Dickinson) and Councillor Ms Urry would attend on behalf of the Parish Council.

21. BENCH - VILLAGE HALL:

The Clerk informed the Parish Council that the the bench had been repaired but it was possible that it would need replacing in the future.

22. NOTICE BOARDS:

The Clerk submitted the quarterly report on the Parish Council Notice Boards.

23. WILD FLOWER AREAS:

The Clerk reported that Chorley Council had offered their expertise in the location of wild flower areas in the Parish

24. DATE OF NEXT MEETING:

Monday 19th October 2015 at 7.30.pm. at Holy Trinity Parish Church Hall.

There being no further business the Chairman of the meeting (Councillor T. Greenwood) declared the meeting closed at 9.15 p.m.

**SIGNED
CHAIRMAN**

19th OCTOBER 2015

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