

**MINUTES** of the Council Meeting held 19 January 2017 at 7.15 pm at The Annexe, Euxton PC Community Centre, Wigan Road, Euxton.

<u>Present</u>	Cllr J Bamber (Vice Chair)	Cllr E Jones	Cllr A Riggott
	Cllr M Bamber	Cllr J Matson	Cllr G Rypel
	Cllr P Fellows	Cllr A Platt	Cllr V Thornhill
	Cllr M Jarnell	Cllr K Reed (Chairman)	Cllr S Wellerd
	Cllr C Jones	Cllr A Reed	

Members of the public 3

1. Apologies Cllrs A Caughey, J Caughey

2. Declarations of Interest

Cllr G Rypel declared a personal interest in the Pear Tree Farm planning application discussions.

Cllrs E Jones, J Matson declared a personal interest in the Balshaw Lane School application.

3. Minutes of Council Meetings

**Resolved:** Minutes of the Council Meeting on 13 December 2016 were agreed to be an accurate record, and signed by the Chairman with an amendment; to add in the leaving of Cllr Wellerd.

5. Public Participation - Residents and Police Matters

**Resolved:** Council resolved to suspend standing orders.

Mr Berry and Mr Brotherston of the former War Memorial Group attended to update Council on the damage discovered on the memorial stone. It is repairable, weather permitting and the quotation will be forwarded to the Council in due course. All the staining at the base has now gone.

**Resolved:** Council resolved to restore standing orders.

4. Statutory Business

The Clerk informed that there was a vacancy, following the resignation of Mark Parr, this will now be advertised on the noticeboards in the prescribed way.

4.1 Casual vacancy

**Resolved:** Council voted to co-opt Mr Neil Hall to the casual vacancy.

4.2 Planning

The meeting considered applications in the report from Lead Member for Planning.

16/1169/CTY Balshaw Lane Primary School

Members had been circulated the letters and requests for information, and resident correspondence.

**Resolved:** Council agreed to object to this application on the grounds circulated in the correspondence, being:

- Lack a car parking spaces for staff
- Road safety issues of staff cars parked all day blocking the access, clear movement along the avenues, resident property access
- Lack of information regarding the construction compound, which had been requested

- The application missing a crucial traffic and parking survey report, as promised by the Committee, to be submitted with the application
- Members wished to involve the County Councillor in with this correspondence and ask for his support

16/1184/FUL Pear Tree Farm

**Resolved:** Council agreed to object to this proposal on the grounds that it is premature as the land is not yet allocated for development and it does not meet the requirements of policy HS6 which sets down the conditions for the provision of replacement dwellings in safeguarded land. Neither would it meet Policy HS9 for Conversion of Rural Buildings in the Green Belt and Other Designated Rural Areas.

17/0004/FULHH Oakfields

**Resolved:** Council agreed to object to this application on the grounds that it does not meet the requirements of Policy HS9. This is presented as, and may initially be intended as, “ancillary accommodation” (a Granny flat). However, it involves increasing the size of the stable block by over 50% and would provide a freestanding, two bedroom house, with wet room and bathroom, garage and garage store. CLP policy HS9, would apply. Policy HS9 requires all of 8 conditions to be met. Although this application might meet some of these conditions it does not appear to meet all.

15/00162/ Xelflex

Members discussed the updates on the application. Lead Member for Planning will look into this further to respond regarding the objection to the development being done ‘piece-meal’.

16/00633/OUTMAJ Gleadhill

**Resolved:** Council agreed for the Lead Member for Planning to send in an updated objection in light of the updated information, and for him to speak on behalf of the Council at the Development Control meeting. Objection to be circulated to Councillors.

## 6. Financial Items

Cllr Platt declared a pecuniary interest in items forming part of agenda items 6.1 as a relative of an employee.

### 6.1 Approve Expenditures

**Resolved:** Council approved the expenditures contained in report 1.

<b>Creditor</b>	<b>Description</b>	<b>Total £</b>
Screwfix	Combi padlock MG	19.99
Nisbets	Comark thermometer	77.98
B&Q	Drill bits	20.00
Tesco	Christmas coffee, milk etc	7.88
Fluke (UK) Ltd	Penetration probe	51.36
Solar Hygiene	Legionella disinfectant	55.44
Safety First Aid	Lone worker first aid kits x 4	34.36
Transfer bank	Mistake, credited 9/1/17	13.55
		<hr/> 280.56 <hr/>
Easy Websites	SO for website	24.00
BT	One bill	100.00
United Utilities	Water and waste pavilion	16.62

Eccleston Electrical	Defib install at pavilion	217.67
Lancashire CC	Install of elec supply at skate park	692.85
Tell Tale Signs	Sign for legionnaire inspec	24.00
Chorley Council	Dog waste bin at Greenside	86.15
Euxton PC Comm Cen	Room rentals 4th quarter 2016	144.75
Employees	Salaries total for January 2017	4555.16
Royal Mail	Response services licence	114.00

**Resolved:** Council approved a list of additional expenditures which had arrived following publication of the papers:

DWG (NW) Ltd	Millennium Green path works	5850.00
		<u>11825.20</u>

6.2 Receive financial reports 1, 3 & 4

**Resolved:** Reports were received.

6.3 Precept, update following receipt of the tax base figure

**Resolved:** Council agreed with the revised figures, following receipt of the Council Tax base figures from Chorley Council, £35.14 per band D household, budget headings copied below.

6.4 Petty Cash - proposal to reduce level from £300 to £100

**Resolved:** Council agreed to discontinue with the petty cash system. Clerk will balance next month and the residual will be paid in to the bank.

7. Financial Regulations

It was proposed, and seconded, to keep the Financial Regulations as written, a recorded vote was requested:

Votes for: Cllrs Rypell, Fellows, Thornhill, C Jones, Jarnell, Wellerd, K Reed, Matson, E Jones, Riggott, Platt, M Bamber.

Votes against: Cllr T Reed. Abstention Cllr J Bamber.

8. Euxton War Memorial

Clerk to request information from Chorley Council what they do at their memorial.

9. Contracts List

Council received this information.

10. Asset Lists

Council received this information.

11. Internal Audit

**Resolved:** Council agreed with the review of the effectiveness of the system of Internal Audit

**Resolved:** Council agreed with the review of the Internal Auditor work schedule, with the addition of a word at Appendix A, to clarify the insurance asset list.

**Resolved:** Council agreed to appoint Mr J Lawson, as Internal Auditor.

12. Lone Working Policy

To review the new policy recommended to be adopted by Personnel Committee

**Resolved:** Council agreed to the new policy and for the policy risk assessment to be completed. Cllr E Jones offered complete the assessment, which will be presented to Full Council when completed.

13. Risk Register updates

Council received the risk register updates from the Personnel Committee. It was noted that we required a Fire Risk Assessment for the pavilion, this would be raised with the Leisure Committee. Cllr E Jones offered complete the assessment.

Councillors thanks Cllr E Jones for his assistance and expertise on risk assessments.

14. Committee Updates

Bowling Committee – Chair updated a Committee meeting was arranged for Wednesday, 1<sup>st</sup> February.

Library Working Group – Chair updated that information was still awaited from LCC from November. The group is trying to move forward to gain more community members and an article will be included in the next newsletter.

All Purposes Committee – Chair updated a Committee meeting was arranged for Thursday, 2<sup>nd</sup> February.

Personnel Committee – Chair updated on items the committee covered at its last meeting including, Pension recommendation, employee reviews, risk documents and the calendar of meetings for 2017, which has been circulated.

15. Matters for information

Chair updated on contact with Network Rail, the clearing up and tidying was to begin soon.

Pear Tree Lane from School Lane to Euxton Lane potholes are deep and the verge is rutted.

Entrance to the Bay Horse footpath is chewed up.

The log bed at the tile centres needs some repairs to some its logs.

Chair updated with information from the Chorley Liaison meeting which will be circulated as a report.

The HGV application, and process was noted.

Cllr Jones will try to see the resident who was presented with the Legion D'Honneur Award, as he had not responded to correspondence.

Clerk to enquire with the Library about National Libraries Day.

Clerk informed of a possible Skip Day at Greenside in March.

The Chairman declared the public part of the meeting closed.

8.50 pm

EUXTON PARISH COUNCIL				ITEM 6.3		
2017/2018 Precept Budget						
				2017 / 2018		
Description	Committee	Carry Fwd / allocated funds	Precept 2017/2018	Total budget allocation		
<b>Employees</b>						
Employees	Per		60000	60000		
Payroll Services	Per		900	900		
Mileage employees	Per		1800	1800		
Training employees	Per		1800	1800		
<b>Housekeeping</b>						
General Office - stationery, copy, post, IT, etc	C		1700	1700		
Publicity - newsletters/AnnRep/Other	AP		3500	3500		
Insurance	C		1950	1950		
Subscriptions	C		1200	1200		
Audit	C		900	900		
Legal Fees/Planning Investigations	C		2500	2500		
Website maintenance	C		780	780		
Room hire	C		1000	1000		
<b>Council</b>						
Elections and Parish Poll Fund	C	5000		5000		
Contingency	C	17900	7100	25000		
Training Councillors			200	200		
<b>Grants/S137</b>						
Grants	AP		3000	3000		
Christmas Celebrations	AP		2000	2000		
<b>Special Events/Projects</b>						
Euxton Gala	AP		100	100		
Speed Indicator Device new plates	AP	150		150		
Neighbourhood Plan		2000		2000		
Comms and social media methods	AP		50	50		
Increase public involvement work	AP		250	250		
Finance software	C		113	113		
Millennium Green project	L	14545		14545		
Heritage/Sign project	AP		1500	1500		
Defibrillator project	AP		2500	2500		
Services provision	C		5000	5000		
Millennium Green pond	L		30000	30000		
<b>Amenity/Utility</b>						
Utilities	C		1000	1000		
Gardens/Planting	AP		10000	10000		
Millennium Green - grass cuts, maint	L		4000	4000		
All Purposes Committee	AP		2500	2500		
Play Equipment Replace Scheme	L	15124	34876	50000		
Amenity/Open Space RRM	L		20000	20000		
<b>Large Project Savings</b>						
Land Fund/Amenity Play	L	18684		18684		
Street Sweeping Machine Fund	AP	4000		4000		
Bowling/Boules Project	BC	116600		116600		
<b>Other</b>						
Healthy Streets			617	617		
Ransnap Brook			279	279		
CIL			2499	2499		
* contain CIL allocations			197398	202219		
			399617			
<b>Calculations</b>						
<b>Explanations</b>						
Bank	267,000	This is the balance of money in the bank				
Less spend to end March	24587	Projected spend to the end of this financial year				
Less allocated or carry forward funds	197398	Carry forward/allocated funds column above				
Cash in hand	45015	Balances				
Draft budget request	202219	Precept column above				
Projected income	5500	Money due in from invoices raised, VAT claims etc				
Less the Cash in hand	45015	Calculation from above, bank balance less spend/carry fwds etc				
	151704	Proposed precept amount				
<b>Previous years comparisons</b>						
Band D equivalent Calculations	Tax Base	change	Precept figure	Annual Resident pays	% +/- paid by residents	Top Up
2009 / 2010	3327.80		112340	£33.76		
2010 / 2011	3409.80		113200	£33.20	-1.66%	down 1.7% for residents
2011 / 2012	3527.20		107990	£30.62	-7.78%	down 7.8% for residents
2012 / 2013	3656.90		104270	£28.51	-6.87%	down 6.9% for residents
2013 / 2014	3597.38		101171	£28.12	-1.37%	down 1.4% for residents
2014 / 2015	3759.46	233	104817	£27.88	-0.86%	down nearly 1% for residents
2015 / 2016	3992.53	233	107816	£27.00	-3.25%	down over 3% for residents
2016 / 2017	4116.64	124	100323	£24.37	-9.74%	down over 9%
2017 / 2018 estimated 13/12/16	4316.64	200	151704	£35.14		
2017 / 2018 actual 19/01/17	4295.49	179	150944	£35.14		