

ASTLEY VILLAGE PARISH COUNCIL

MEETING: Full Council Meeting, Wednesday, 10 January 2018 at **7.00 pm**

VENUE: Astley Village Community Centre, Hallgate, Astley Village

A G E N D A

278.01 Apologies for Absence
Receive members' apologies.

278.02 Declarations of Interest
Members can declare interests in this agenda item, or when arise during a meeting.

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| <p>278.03 <u>Public Participation - Residents Matters</u> In accordance with Standing Order 70 - the Chairman may adjourn the meeting so as to allow any members of the public to address the meeting in relation to the business to be transacted at that meeting. Councillors will refrain from speaking in the public participation section.</p> <p>Invited guests: Stagecoach, Mr Nathan Ward, Performance & Development Manager</p> |
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278.04 Minutes of Council Meeting
Approve and sign the circulated minutes of the meeting as a correct record.

278.05 Clerk Report
Reports on ongoing projects and work, and updates on reports and requests from prior meetings.

278.06 Statutory Business
Consider any planning applications relevant to the village and formulate a response.
Consider an application for co-option on to the Council (enclosed)

278.07 Financial Matters
i) Consider applications for payment made to the Council (see report)
ii) Approve financial monitoring statements (see reports)
iii) Grant application (enclosed)
iv) Precept consideration

278.08 Consultations
Lancashire budget consultation, circulated to Councillors via email

278.09 Bus Services in the village
Discuss feedback from Stagecoach and actions which could be requested

278.10 Grit bin in front of shops
Discuss state of bin and its ownership and plan what to do with it

278.11 Speed Indicator Device and options for the future
To consider the SPID device, whether to have two permanent/fixed devices at either end of the village

278.12 Planter on Chancery/Westway junction
Consider the price for a stone planter and order, awaiting permission

278.13 Environment Reports
Receive progress report (attached)

278.14 Reports from Parish Council representatives on Other Bodies

Chorley Three Tier Liaison Forum - LL
Astley Park Advisory Committee - KR

Neighbourhood Working Forum - LL
Friends of Astley Park - KR

278.15 Matters for information

Notify the Chair of any item to be brought under this section, prior to the meeting. Only items requiring urgent attention, information, referral to another authority, or matters offered for consideration at a future meeting can be raised. No legal decisions or spend can be agreed.

D. Platt

Clerk

Date: 04/01/18

PRIVATE, PART II ITEMS

Exclusion of Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Schedule 12A of the Local Government Act 1972, Part 1 ss3 & 4. It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.

278.16 Personnel matters

Village lengthsman service and relevant decisions (Item 16)

MINUTES of Astley Village Parish Council meeting held Wednesday, 1 November 2017 at Astley Village Community Centre, Hallgate, Astley Village.

Present Cllrs A Bridge, R Fraser, C Lennox, L Lennox (Chairman), J McAndrew, M Lynch, J Nuttall, K Robinson. Clerk Mrs D Platt.

It was noted that Mr Douglas Hope had submitted his resignation.

277.01 Apologies for Absence

277.02 Declarations of Interest – none.

277.03 Public Participation

RESOLVED: Council agreed to suspend standing orders.

A resident attended the meeting to inform that residents had raised a petition regarding the poor Stagecoach service in the village, recently the service has been further reduced and bus times are poor. Residents feel that the service is poor for residents.

Cty Cllr Aidy Riggott had raised concerns with LCC but had no response as yet.

Bgh Cllr Matt Lynch has met with the MP, Chorley and LCC, provisional agreement for an inner circle bus for Chorley including Chorley Tesco and the Hospital servicing Astley Village – this is a proposal and there is some s106 monies from Buckshaw Village available. The changes would need 12 weeks notice, but this is not agreed yet.

A resident asked what was happening at the Rugby Club land as the site appears to have stalled.

The Farthings, the last house No 125, land adjacent is now being used for car parking.

Piece of land on Southport Road, rear 125 The Farthings, Cllr McAndrew had reported this to CBC on the reporting system.

Hallgate car park appears to be very full is it now a park and ride.

Welcome to Astley Village sign, could it not have a white background.

Triangle signs outside of school are only now outside of School. Yellow lines have been requested by Bgh Cllr to LCC.

RESOLVED: Council agreed to restore standing orders.

277.04 Minutes of Meeting

RESOLVED: Minutes of the Council meeting of 6 September 2017 were accepted, with one minor change, as a correct record and signed by the Chair.

277.05 Clerks Report

Members received the report.

277.06 Statutory Business

17/01004/CLPUD 21 Elmwood, Application for a certificate of lawfulness for the erection of a detached outbuilding – no observations.

17/00985/FULHH 9 Wymundsley, First floor side extension – concerns over the access and if it comes through the hedge-line will spoil the hedge-line and they should not break through the hedge.

17/00942/FULHH 21 Woodfall, Conservatory – this is retrospective application, residents were not aware that the property had had a previous extension, other properties come further out than their property.

Cllr Lynch declared an interest.

17/00/647/OUT application for a new property next to 65 Studfold – planning officers have recommended this for approval. It was noted that a Parish Councillor was attending the Development Control meeting.

Access from Edgefield and Strawberry Fields applications – what is happening with these two applications.

277.07 Financial Matters

i) Consider applications for payment made to the Council

RESOLVED: The following requests for payment/standing orders were approved.

| | | | |
|---|--------|---------------|-----------------|
| £ | 24.00 | Easy Websites | Monthly rental |
| £ | 142.54 | Employee 1 | Reimbursements |
| £ | 261.28 | Employee 1 | Salary Nov 2017 |
| £ | 81.05 | Employee 2 | Salary Nov 2017 |
| £ | 282.53 | Employee 3 | Salary Nov 2017 |
| £ | 65.60 | HMRC | Tax&NI Nov 2017 |
| £ | 24.00 | Easy Websites | Monthly rental |
| £ | 261.28 | Employee 1 | Salary Dec 2017 |
| £ | 81.05 | Employee 2 | Salary Dec 2017 |
| £ | 282.53 | Employee 3 | Salary Dec 2017 |
| £ | 65.60 | HMRC | Tax&NI Dec 2017 |
| £ | 24.00 | Easy Websites | Monthly rental |

ii) Approve financial monitoring statements.

RESOLVED: Council approved the monitoring figures.

iii) Appointment of internal auditor process.

RESOLVED: Council agreed to the Audit process.

Put an advert in our newsletter.

277.08 Consultations

Chorley Council Bus service request.

Although Council would have considered supporting a service which served Astley Village it appears there is no legal power.

RESOLVED: Council's response to Chorley Council would include the above sentence and information that Parish Council's do not have a legal power to contribute to commercial bus service. Council urges Chorley to research not-for-profit or community style services.

RESOLVED: Council reiterates its comment from the last meeting to Stagecoach and its invitation to visit the Council to discuss the poor coverage in Astley Village.

277.09 Christmas event planning

Monday, 11 December at 7pm, WI and Parklands have confirmed.

Programmes need to be printed up.

LL will ensure Scouts informed.

277.10 Winter newsletter planning

Change front photo for snowy scene.

Vacancy advert add in 'invited for January meeting'.

277.11 Set Calendar

RESOLVED: The dates were agreed, January was moved on one week.

277.12 Personnel Committee

RESOLVED: Cllr John McAndrew was nominated and agreed.

277.13 Environment Reports

LL at least three months, temporary railings outside the Community Centre left by Chorley Council.

LL four litter bins in centre are all full and overflowing.

SPID – as the second Councillor helper has now left the Council we need to consider what to do with the SPID. Put on January agenda.

Garage items not being used due to the reduced hours – this will be passed to the Personnel Committee.

Leaves blocking drains in a number of areas.

Timberbrook drains and fly-tipping reported.

277.13 Reports from Parish Council representatives on Other Bodies

Friends of Astley Park – KR fountain is a priority. Missing play equipment has been chased, missing swings, roundabouts etc.

277.14 Matters for information

The Chairman declared the meeting closed.

2018 meeting dates: 7pm Wednesdays:

10 January, 7 March, 2 May, 4 July, 5 September, 7 November.

9.00

CLERK'S REPORT (FOR INFORMATION ONLY)

QUESTIONS/ISSUES FROM MEETINGS/ ONGOING PROJECTS

Awaiting permission from LCC for stone planter. This is becoming a problem in that they are delayed in responding, when they do they ask more questions which have already been supplied with the info for. Chasing.

PLANNING APPLICATIONS / DECISIONS

none

17/00647/OUT 65 Studfold – Refused. November the applicant sent in an appeal to the Planning Inspectorate – awaiting a date for the appeal.

CONSULTATIONS / INVITATIONS

LCC budget consultation - circulated

TRAINING

SLCC branch meetings:

ASTLEY VILLAGE PARISH COUNCIL

1 April 2017 to 31 March 2018

CHEQUE LIST

January 2018 Meeting

| Date | Creditor | Description | Cheque No | Total | Vat | Net | Budget | S137 |
|----------|------------------|---------------------------|-----------|---------|-------|---------|--------|------|
| 01/01/18 | Easy Websites | Monthly rental | SO | 24.00 | 4.00 | 20.00 | 01-8 | |
| 10/01/18 | Chorley Council | Room rentals | 1501 | 9.56 | 1.59 | 7.97 | 01-1 | |
| 10/01/18 | Paper Rabbit | December newsletter print | 1502 | 278.00 | | 278.00 | 02-1 | |
| 10/01/18 | Parklands School | Band | 1503 | 125.00 | | 125.00 | 03-1 | |
| 10/01/18 | WI Astley | Christmas help | 1504 | 50.00 | | 50.00 | 03-1 | |
| 10/01/18 | Employee 1 | Reimbursements | EB | 20.57 | 6.20 | 14.37 | 01-2 | |
| 17/01/18 | Employee 1 | Salary Jan 2018 | EB | 261.28 | | 261.28 | 01-6 | |
| 17/01/18 | Employee 2 | Salary Jan 2018 | EB | 80.85 | | 80.85 | 01-6 | |
| 17/01/18 | Employee 3 | Salary Jan 2018 | EB | 282.53 | | 282.53 | 01-6 | |
| 17/01/18 | HMRC | Tax&NI Jan 2018 | EB | 65.60 | | 65.60 | 01-6 | |
| 01/02/18 | Easy Websites | Monthly rental | SO | 24.00 | 4.00 | 20.00 | 01-8 | |
| 15/02/18 | Employee 1 | Salary Feb 2018 | EB | 261.28 | | 261.28 | 01-6 | |
| 15/02/18 | Employee 2 | Salary Feb 2018 | EB | 80.65 | | 80.65 | 01-6 | |
| 15/02/18 | Employee 3 | Salary Feb 2018 | EB | 282.53 | | 282.53 | 01-6 | |
| 15/02/18 | HMRC | Tax&NI Feb 2018 | EB | 65.60 | | 65.60 | 01-6 | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | 1911.45 | 15.79 | 1895.66 | | |

INCOME

[illegible]

Astley Village Parish Council

| Budget Spends | | 1 April 2017 to 31 March 2018 | | | | | | | | Notes |
|-------------------------------------|------|------------------------------------|---------------------------------|----------------------|-----------|-----------------|---------------------------|--------|------------------|-------|
| | | | Ear-marked Reserve or C/F | Precept 2017/2018 | Transfers | Total Budget | Spend to date (ex vat) | Income | Budget Remain | |
| 01 - ADMINISTRATION | 01-1 | Room Hire | | 50 | | 50 | 24 | | 26 | |
| | 01-2 | Office/Sundry | | 500 | | 500 | 361 | | 139 | |
| | 01-3 | Insurance | | 390 | | 390 | 383 | | 7 | |
| | 01-4 | Auditors/Accounts | | 150 | | 150 | 150 | | 0 | |
| | 01-5 | Election/by-election/polls | 3,831 | 169 | | 4,000 | 0 | | 4,000 | |
| | 01-6 | Employees | | 12000 | | 12,000 | 8,937 | | 3,063 | |
| | 01-7 | Employee Contingency | 2,250 | 0 | | 2,250 | 0 | | 2,250 | |
| | 01-8 | IT/Website | | 240 | | 240 | 220 | | 20 | |
| 02 - COUNCIL | 02-1 | Newsletter/Publications | | 750 | | 750 | 630 | 0 | 120 | |
| | 02-2 | Village Caretaker | | 800 | | 800 | 0 | | 800 | |
| | 02-3 | Training | | 150 | | 150 | 0 | | 150 | |
| | 02-4 | Grant fund/local projects & groups | | 500 | | 500 | 0 | | 500 | |
| | 02-6 | General Reserve | 9,747 | | | 9,747 | 0 | 48 | 9,795 | |
| 03 - PLAN | 03-1 | Christmas | | 300 | | 300 | 148 | | 152 | |
| | 03-2 | Village Improvements | | 2000 | | 2,000 | 1,931 | | 69 | |
| | | | | | | | | | | |
| | | Precept in | | | | | | 20,480 | | |
| | | Other in | | | | | | 3,877 | | |
| All expenditure figures exclude vat | | | 15,828 | 17,999 | | 33,827 | 12,785 | 24,405 | 21,090 | |
| VAT spent | | | £468.95 | | | | | | | |

Astley Village Parish Council

Summary

1 April 2017 to 31 March 2018

£

Receipts and Expenditure Account

Receipts

| | |
|---------------------------|-----------------|
| Precepts | 20480.00 |
| Grant (with precept) | 0.00 |
| Transfers | 3877.00 |
| Bank Interest | 47.56 |
| Advertisements | 0.00 |
| VAT on Receipts/Recovered | 0.00 |
| Total Receipts | <u>24404.56</u> |

Expenditure Total

13253.72

Income & Expenditure Reconciliation

| | |
|---|-----------------|
| Balance Brought Forward at 1 April 2017 | 28791.41 |
| Add: total receipts to date | + 24404.56 |
| Less: total expenditure to date | - 13253.72 |
| Balance | <u>39942.25</u> |

Bank Reconciliation

| | | | |
|--|----------|---|-----------------|
| Community Account (chequeing account) | 30/11/17 | + | 1500.00 |
| Bus. Premium Account 1 (higher interest) | 30/11/17 | + | 35920.60 |
| Unify Credit Union deposit | 13/07/17 | | 5147.56 |
| Less unrepresented cheques/ET/SO | | - | 2625.91 |
| Plus uncleared credits | | + | <u>39942.25</u> |

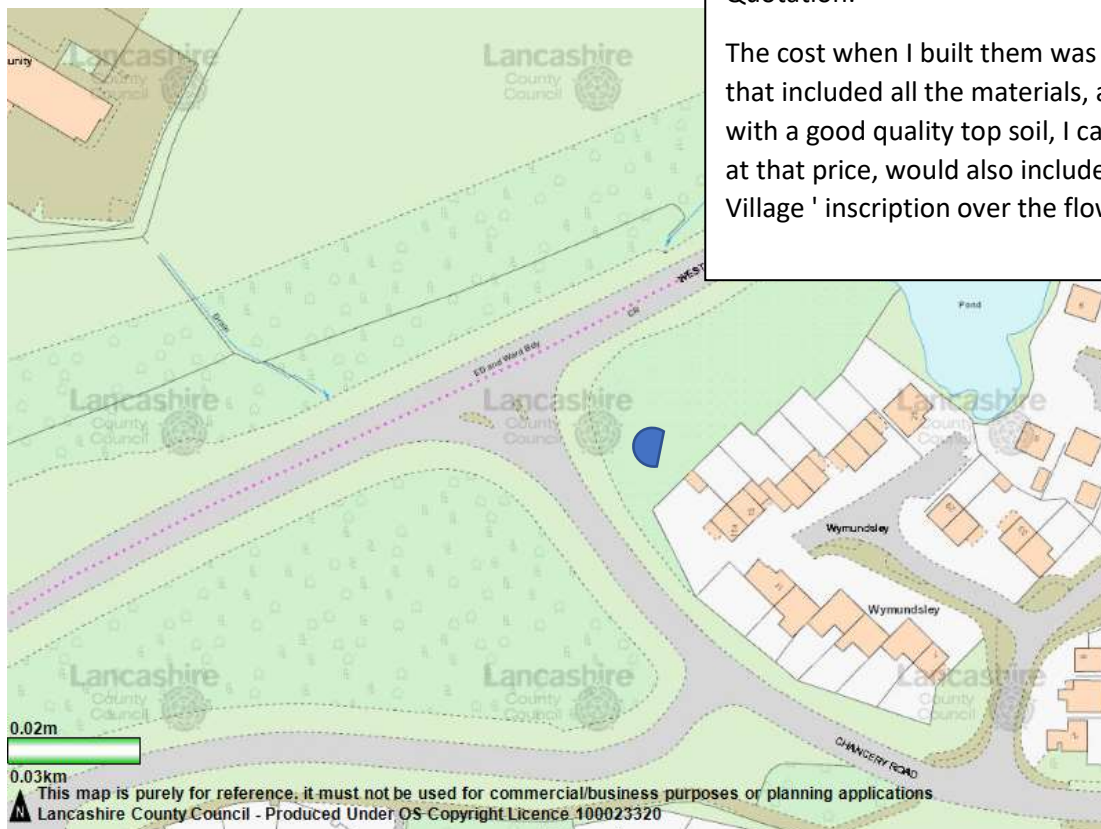
| | | |
|--------------------------|-----|----------------|
| unrepresented cheques/SO | | |
| | Dec | 714.46 |
| | Jan | 1911.45 |
| | | <u>2625.91</u> |

Item 278.12

Westway, Astley Village, Chorley

Quotation:

The cost when I built them was £2500:00, that included all the materials, and filled with a good quality top soil, I can still do it at that price, would also include ' Astley Village ' inscription over the flower bed.



Dimensions: the bed is approximately 9ft across and 6ft from back to front – it is approximate as it is built on site from stone and is not exact



ENVIRONMENTAL/VILLAGE REPORTS

| Problem | Location | Reported To | Chase/Progress |
|---|--|--|---|
| Trees lost on Chancery – need replacements | Chancery Road | 2/3/17 Sean Blake at CBC request for replacements | 27/4/17 chased 30/6/17 chased prices 04/01/18 chased again prices |
| Flooding pavement | Studfold bus stop, opposite GM | 02/03/17 reported LCC (226105) 30/06/17 reported LCC again (247066) | |
| Fly tipping these items are quite overgrown as they have been down there a long long time | Footway Southport Road - The Farthings | 1/11/17 Reported CBC CAS-490115-2ZG1QK | 2/11/17 marked as completed |
| All the village centre bins and others in the village are full and overflowing and they need attention asap and cannot wait until next Monday as they have not been emptied this week | All bin in centre reported | 1/11/17 Reported CBC CAS-490121-200HVZ | 2/11/17 marked as completed |
| Litter bin damaged | On the footpath 75m from the junction with Chancery Road | 1/11/17 Reported CBC CAS-490122-G0HJNZ | 7/11/17 new bin ordered |
| Leaf fall and collection - Under the subway is wet and slimy with piles of leaves can this be dug out and swept | Chancery Road | 1/11/17 Reported CBC CAS-490123-YSR36S | Completed 2/11/17 |
| Fly tip cookers and other white goods | Timberbrook land | 1/11/17 Reported CBC CAS-490124-RL9SQ8 | Completed 2/11/17 |
| Fly tipped an office chair | Land at side of Chancery, and Ravensthorpe | Reported again on 5/12/17 CBC CAS-496102-Z9MN81 | Completed 6/12/17 |
| Knee rails smashed | Post box opposite Wymundsley | 12/12/17 CBC CAS-497131-G0MYDB | Completed 14/12/17 |
| Fly tipped carpet | Moved to community centre car park | 4/1/18 CBC CAS-499870-NKM1VV | |