

# ASTLEY VILLAGE PARISH COUNCIL

MEETING: Full Council Meeting, Wednesday, 6 July 2016 at **7.00 pm**

VENUE: Astley Village Community Centre, Hallgate, Astley Village

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## AGENDA

269.01 Apologies for Absence

Receive members' apologies.

269.02 Declarations of Interest

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

269.03 Public Participation - Residents Matters

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.

269.04 Minutes of Council Meeting

Approve and sign the circulated minutes of the meeting as a correct record.

269.05 Clerk Report

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

269.06 Statutory Business

Consider any planning applications relevant to the village and formulate a response.

- Westway sports campus and Chorley Rugby Club land proposals

269.07 Financial Matters

- i) Consider applications for payment made to the Council (see report)
- ii) Approve financial monitoring statements (see reports)
- iii) Banking arrangements, discuss how to proceed with accounts and arrangements

269.08 Woodland Trust

Consider joining the Woodland Trust, update

269.09 Environment Reports

Receive progress report (attached).

269.10 Reports from Parish Council representatives on Other Bodies

Chorley Three Tier Liaison Forum - LL - no report

Friends of Astley Park - KR

Astley Park Advisory Committee - KR

PACT - ML

Neighbourhood Working Forum - LL - no report

Places For People Green Team - RF

269.11 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.

**2016 meeting dates: 7pm Wednesdays:  
7 September, 4 November**

*D. Platt*  
Clerk

Date: 28/06/16

**MINUTES** of Astley Village Parish Council meeting held Wednesday, 4 May 2016 at Astley Village Community Centre, Hallgate, Astley Village.

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

268.01 Election of Chair

RESOLVED: Cllr L Lennox was elected to the Chair for the forthcoming year.

268.02 Election of Vice Chair

RESOLVED: Cllr K Robinson was elected to Vice Chair for the forthcoming year.

268.03 Appoint Representatives to Outside Bodies

RESOLVED: Council reviewed the list and agreed the representatives and committee members as below.

268.04 Apologies for Absence - Cllrs I Handley, McAndrew.

268.05 Declarations of Interest - none

268.06 Public Participation

RESOLVED: Council resolved to suspend standing orders.

A resident attended to discuss overnight parking on Hallgate of commercial vehicles and in the lay by on Chancery Road. Also regarding A&E at Chorley hospital and it being open for care from 8am to 8pm.

RESOLVED: Council resolved to restore standing orders.

Council agreed to bring forward item 12.

268.12 Parking Issues

Commercial vans parking on Hallgate for several days – these will be reported to Chorley Council, who have already been asked the question about enforcement.

A resident had emailed about a problem of St Michael's parents parking in Elmwood. Suggest Council write to the school to ask parents to use Hallgate car park and not Elmwood as it is a residential street.

Parking at Hallgate junction with Chancery Road. Village Caretaker has trialed putting the two signs up in the morning, sometimes parents park between and, when they were taken in after the morning then parking occurred and the signs could not go back out, so signs were left out all day. Discussed wanting parking restrictions but LCC in the past have refused, they have agreed to investigate this matter again. Continue with the trial of the signs but let LCC know we are doing this.

Derian House parking issues; schemes are happening in the area to increase parking spaces but will not solve the problem of people parking as close to the door as they can at either Derian House or the school.

268.07 Minutes of Meeting

RESOLVED: Minutes of the Council meeting of 2 March 2016 were accepted as a correct record and signed by the Chair.

Woodland Trust update, the weather halted work, which will begin again in August after bird nesting.

Unfinished property on Long Copse was reported – report again.

268.08 Clerks Report

Members received the report.

268.09 Statutory Business

Planning applications for Hallgate and The Farthings were discussed.

Can Council issue an email to Councillors when there is an application on the list to view or may be of interest.

268.10 Financial Matters

i) Consider applications for payment made to the Council

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

|   |        |                    |                            |
|---|--------|--------------------|----------------------------|
| £ | 312.41 | Employee 1         | Salary April 15            |
| £ | 75.83  | Employee 2         | Salary April 15            |
| £ | 583.16 | Employee 3         | Salary April 15            |
| £ | 26.17  | Employee 1         | Salary April 15 adjustment |
| £ | 2.17   | Employee 2         | Salary April 15 adjustment |
| £ | 12.13  | Employee 3         | Salary April 15 adjustment |
| £ | 84.60  | HMRC               | Tax & NI for April 2015    |
| £ | 35.00  | ICO                | Subscription               |
| £ | 19.80  | Chorley Council    | Hire of Comm. Cnt          |
| £ | 50.00  | J R Lawson         | Annual Internal Audit      |
| £ | 316.00 | Townsend Print     | Printing of newsletter     |
| £ | 94.71  | Employee 1         | Reimbursements             |
| £ | 312.41 | Employee 1         | Salary May 15              |
| £ | 75.83  | Employee 2         | Salary May 15              |
| £ | 583.16 | Employee 3         | Salary May 15              |
| £ | 26.17  | Employee 1         | Salary May 15 adjustment   |
| £ | 2.17   | Employee 2         | Salary May 15 adjustment   |
| £ | 12.13  | Employee 3         | Salary May 15 adjustment   |
| £ | 84.60  | HMRC               | Tax & NI for April 2015    |
| £ | 338.58 | Employee 1         | Salary June 15             |
| £ | 78.00  | Employee 2         | Salary June 15             |
| £ | 595.29 | Employee 3         | Salary June 15             |
| £ | 84.60  | HMRC               | Tax & NI for June 2015     |
|   |        | TRANSFER           |                            |
| £ | 375.41 | Unify Credit Union | Transfer of funds          |

ii) Approve financial monitoring statements – not available.

iii) Approve the figures for the year ending 31 March 2016

RESOLVED: Council approved the figures for year ending 31 March 2016.

iv) Approve the Annual Governance statement 2015/2016 from the Annual Return

RESOLVED: Council approved the Annual Governance statement 2015/2016 from the Annual Return.

v) Approve the Accounting Statements 2015/16 from the Annual Return

RESOLVED: Council approved the Accounting Statements 2015/16 from the Annual Return.

vi) Banking arrangements, discuss new information and how to proceed with accounts and arrangements

RESOLVED: Write to Unity Trust Bank to object to the charges and withdrawal of interest to see if they can change this decision.

Clerk to enquire with other Clerks what they have done about these Unity changes or if they have found an alternative or similar bank service elsewhere.

RESOLVED: Due to the Unify Credit Union notification about a non activity charge, Council agreed to pay in £375.41 to the Unify account.

vii) CIL update. Noted.

viii) Website contract and standing order for monthly payments – agree to sign.

RESOLVED: Council agreed to sign the agreement and standing order.

268.11 Website Update

Discussed the pages and noted the contents. Request for Councillor photos and changes.

268.12 Development Plan

Council discussed projects and replacing old wooden seats with the recycle seats. The busiest bus stops were chosen to replace old seats first; opposite Great Meadow, between Studfold and Deerfold, Ravensthorpe. Two new sites would be outside school and junction near Buckshaw Hall Close.

RESOLVED: To order three new recycle seats. Circulate updated costs prior to ordering.

Costs for larger planters/design for the entrance features. Have the two planters moved after spring planting.

Are there any large projects or amenities which the village needs to consider for the plan.

Tree planting programme to replace areas where trees are to be lost.

268.14 Woodland Trust

Make further enquiries with regards to the membership for a group and what we would get from the membership.

268.15 Environment Reports

Derian House field dog bin is still not replaced - chase.

Dead wood dumped in the verge edgings between Studfold and Deerfold.

Was permission given to remove the trees along the grass verge at the rear of Judeland where a large concrete fence has been erected – write to Chorley.

Wildflower meadow at the end of The Farthings – has not been done.

Alterations to the land adjacent to the community centre, levelling, seeding etc – has not been done.

When will the new planters be planted up.

Write to LCC to ask whose priority it was to repaint white lines over and in potholes.

**268.16 Reports from Councillors who represent the Parish Council on Other Bodies**

Chorley Liaison meeting – LL looking at play area deficits, if we can recommend a site please submit. West Pennine Moors being made a site of special scientific interest. Discussed community asset losses. Defibrillators is now part of a Neighbourhood Working project.

RESOLVED: Council agreed to support the nomination for the West Pennine Moors.

Astley Park Advisory Committee – KR monitoring all the outstanding works for the building, visitors numbers increasing, allotments for veterans project is still being considered, flower show 30/31 July and the Committee is having a stand, a ferris wheel by the lake for the flower show, garden of reflection will be having a bandstand and the site has been decided, reed bed has been planted up along with wild flower seeds, path completed which will provide a viewing point, dog control is still of concern especially near the lake, reintroducing fish to the lake and the group will be helping fund the fish stock, planted row of blackthorn and holly near to the Memorial to stop passage through, got a grant from a Councillor for more bat boxes which will be done by Parklands and put in Dog Trap Wood, Bat walk on 14 May 6pm, Green Flag award for the park but not sure yet what this is for, greenhouse project has been started.

PACT – ML reported low crimes and only two attendees and the CBM said he would not continue with PACT meetings if numbers do not increase. Lost all PCSO bar one and the area is now Euxton, Astley Village and Buckshaw Village.

Concerns were drawn to the reducing numbers of officers.

Friends of Astley Park – KR £200 allocated to re-seed wildflower areas which have had problems, rubble at the sides of the paths, the fountain past the bowling green which have been found is being investigated to be re-instated.

**268.17 Matters for information**

The Chairman declared the public part of the meeting closed.

**2016 meeting dates: 7pm Wednesdays: 6 July, 7 September, 2 November**

9.00

**Representatives of outside bodies**

Chorley Three Tier Liaison Forum (Cllr L Lennox)

Astley Park Advisory Committee (Cllr Robinson)

Neighbourhood Working Group (Cllr L Lennox)

Friends of Astley Park (Cllr Robinson)

PACT (Cllr Lynch)

Places For People Green Team (Cllr Fraser)

**Personnel Committee**

Cllrs C Lennox, M Lynch, K Robinson

**CLERK'S REPORT (FOR INFORMATION ONLY)**

**QUESTIONS/ISSUES FROM MEETINGS/ ONGOING PROJECTS**

Order for three recycle wayside seat benches for the

**PLANNING APPLICATIONS / DECISIONS**

**CONSULTATIONS / INVITATIONS**

Past events which you were invited to were:  
Westway Playing fields consultation event Saturday 25<sup>th</sup> June  
Heritage Centre is holding an Open Day on Saturday July 9<sup>th</sup>

**TRAINING**

Clerk's meeting at Chorley 5<sup>th</sup> July 2016 – cancelled  
SLCC meeting 8<sup>th</sup> September 2016

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May 2016 – following the May meeting I asked again: “I specifically asked about ‘group’ or ‘body’ membership but was informed that you don’t do it? Is this correct? The Parish Council is looking to be a ‘group’ member and wondered what the benefits are for a group?”

Response: “Thank you for your email. To be honest there is no extra benefit for a group membership, the only difference is that the membership is in the name of the parish council but all mail goes to one person, the pack is exactly the same as a single membership no different at all.”