

## HEAPEY PARISH COUNCIL

**MINUTES** of Annual Meeting held 7 May 2013 at 7.30 pm in St Barnabas Church, Heapey.

Present Cllrs M Osborne (Chairman), M Allen, I Fairhurst, C Grunstein, J Ross-Mills.

Also present 1 member of the Public.

### 13.29 Election of Chairman for 2013 - 2014

Resolved: Cllr M Osborne was elected as Chairman for the forthcoming year.

### 13.30 Apologies for Absence

Apologies were received from Borough Councillor M Gray.

### 13.31 Disclosure of Personal/Prejudicial Interests

None declared.

### 13.32 Election of Vice Chairman for 2013-2014

Resolved: Cllr Grunstein was elected as Vice Chairman for the forthcoming year.

### 13.33 Appointment of Representatives to Outside Bodies

Chorley Borough/Parish Liaison - Cllr Allen

Chorley Council Eastern Parishes Neighbourhood Area Meeting - Cllr Grunstein

Chorley Council Equality Forum - Cllr Allen

Heapey and Wheelton Charity Trust - Mr D Berry

Heapey and Wheelton Village Hall Committee - Cllr Allen

Heapey and Wheelton War Memorial Trust - Mr D Berry

LALC Chorley Area Committee - Cllr Fairhurst

Rivington and Brinscall Local Advisory Group - Cllr Osborne

### 13.34 Minutes of Meeting held 5 March 2013

Resolved: the Minutes (as circulated) were approved and signed by the Chairman as a correct record.

### 13.35 Public Participation

A resident advised of problems with dog fouling on local public footpaths and requested the Council's assistance. Chorley Council's Neighbourhood Officers are to be advised of the issues.

### 13.36 Financial Matters

Resolved: the financial update for the year ended 31 March 2013 was received and accepted and signed by the Chairman.

Resolved: the financial update was received and accepted and signed by the Chairman.

Councillors considered requests for payment to the Council.

Resolved: the following payments were approved.

£ 15.00	Heapey Parish Church	Room hire
£ 371.18	Employee 1	Salary
£ 92.60	Inland Revenue	PAYE
£ 35.00	J R Lawson	Internal audit fee
£ 334.85	Broker Network	Annual insurance premium
£ .87	E.ON	Christmas lights electricity
£ 152.28	Lancashire Association of Local Councils	Annual subscription

### 13.37 Planning Matters

13/00186/FUL Section 73 application to vary condition 2 (approved plans) of planning permission no. 06/00380/FUL involving changes to previously approved ground floor layout from workshop to kitchen and installation of windows to west elevation at Phillipsons Farm, Tithe Barn Lane.

13/00191/FUL Erection of a single storey extension rear extension at 25 Kenyon Lane.

13/00231/FUL First floor side extension at 10 The Dell.

Councillors had no comments in respect of these applications.

### 13.38 Annual Return for the Year Ended 31 March 2013

Councillors considered the Annual Return for the Year Ended 31 March 2013.

Resolved: the Statement of Accounts was approved and signed by the Chairman.

Resolved: the Annual Governance Statement was approved and signed by the Chairman and Clerk.

Resolved: the Asset Register was approved and signed by the Chairman.

Councillors received the report of the Internal Auditor.

Resolved: the report was noted.

### 13.39 Winter Weather Arrangements

Councillors discussed problems caused by drifting snow which had totally blocked Chapel Lane. A suggestion was put forward for a budget of around £500 to be set aside for snow clearance to be carried out by local farmers on a contract basis. Councillors are to discuss the feasibility of this with local farmers. A grit bin was also suggested on Chapel Lane, between the seat and the Church.

### 13.40 Village Hall Committee

There had been a number of issues with the previous constitution and the Committee is looking to update and formalise a new constitution. Cllr Allen volunteered to serve as the Parish Council's Representative Trustee.

### 13.41 Grants/Donations

Councillors discussed the setting of a formal policy for the awarding of grants. The present arrangements, whereby each application is considered on its merit by the Council, were felt to be adequate, with no need for change.

### 13.42 Heritage Signage

The possible provision of signage for local walks and areas of interest was discussion. Councillors had identified several routes and walked public footpaths. Suggestions for signs for the walk from Heapey Chase to the Church and the route to White Coppice Cricket Club were put forward. Councillors will look at providing maps in the future.

### 13.43 Oil Club

Councillors discussed the setting up of an Oil Club which seeks to reduce costs by co-ordinating deliveries of heating oil. It was felt this was more a matter for individuals and an article is to be included in the next newsletter.

### 13.44 Newsletter

Articles concerning the oil club and dog fouling are to be included.

13.45 Reports from Outside Bodies

No reports.

13.46 Date of Next meeting

Tuesday 2 July 2013.

There being no further business the Chairman declared the meeting closed.