

## HEAPEY PARISH COUNCIL

**MINUTES** of the Annual Meeting held on 3 May 2016 at 7.30 pm in St Barnabas Church, Heapey.

Present Cllrs C Grunstein (Chairman), M Allen, D Jewell, G France and M Osborne.

### 16.31 Election of Chairman for 2016 - 2017

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

Resolved: the Declaration of Acceptance of Office was received.

### 16.32 Councillor Vacancy

An application for co-option from Mr Dominic Jewell was considered.

Resolved: Dominic Jewell was co-opted.

### 16.33 Apologies for Absence

Apologies were received from Councillor J Ross-Mills and County Councillor K Snape.

### 16.34 Declarations of Interests

None declared.

### 16.35 Election of Vice Chairman for 2016 - 2017

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

### 16.36 Appointment of Representatives to Outside Bodies

Chorley Three Tier Liaison Forum - 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 Ross-Mills

Rivington and Brinscall Local Advisory Group - Cllr Osborne

### 16.37 Minutes of the Meeting held on 1 March 2016

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

### 16.38 Public Participation

A resident had complained the grass cutting on the larger areas of Heapey Chase had not been carried out. This had been reported and the grass had been cut.

Vehicles parking on the junctions of Chapel Lane and Tithe Barn Road and Blackburn Road and Knowley Brow were reported.

### 16.39 Planning Matters

The following applications were considered:

16/00223/CLPUD Erection of detached outbuilding to rear at 4 Brookside Cottages, Coppice Lane

16/00243/FULHH Erection of single storey rear extension and erection of first floor rear dormer extension and replacement of existing windows. (re-submission of 15/00443/FUL) at 4 Brookside Cottages, Coppice Lane

16/00264/CLPUD Application for certificate of lawfulness for erection of a proposed single storey rear extension at 1 Merlin Close

16/00371/FUL Conversion of outbuilding to additional residential accommodation for cottage at Phillipsons Cottage, Tithe Barn Lane

Councillors had no comments in respect of these applications.

#### 16.40 Financial Matters

Evidence of the receipt of the precept was provided.

Resolved: the financial update for the year ended 31 March 2016 was received and accepted and signed by the Chairman.

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

The renewal of the annual insurance cover was considered. The renewal is the final year of a 3 year long term agreement and a further agreement was offered in return for a slight reduction in premium. It was felt the reduction was not sufficient to warrant committing the council for a further 3 years.

Resolved: the single year option was agreed.

Councillors considered requests for payment to the Council.

Resolved: the following payments were approved.

£ 15.00	Heapey Parish Church	Room hire
£ 383.16	Employee 1	Salary
£ 95.60	Inland Revenue	PAYE
£ 154.58	LALC	Annual subscription
£ 276.49	Came & Co	Insurance premium
£ 1.03	E.ON	Christmas lights power
£ 33.95	DWG (NW)	Grass cutting

#### 16.41 Annual Return for the Year Ended 31 March 2016

Councillors considered the Annual Return for the year ended 31 March 2016.

Councillors reviewed the Asset Register.

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

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

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

#### 16.42 Lancashire County Council Public Rights of Way Local Delivery Scheme 2016-17

An invitation to opt into the Scheme was considered. It was felt the single payment of £250 to carry out clearance work was not sufficient.

#### 16.43 Chorley Civic Society Bi-annual Awards 2016

Councillors considered the nomination of entries for awards. The restoration of the War Memorial at White Coppice was suggested.

#### 16.44 Website

Information was provided regarding the possibility of grant funding towards the provision of a website.

Resolved: the Clerk was authorised to complete the grant application.

#### 16.45 Reports from Outside Bodies

Heapey and Wheelton Village Hall - issues relating to the premises licence are still to be resolved. Bookings of the Hall continue to increase.

#### 16.46 Exclusion of the Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Councillors considered the exclusion of members of the press and public for the following item on the grounds that the item comprised information relating to the financial or business affairs of any particular person and, in accordance with Part 1 (3) of Schedule 12A to the Local Government Act 1972, is exempt from public disclosure.

Resolved: due to the confidential nature of the business to be transacted, Members of the press and public were excluded for the consideration of the following item.

#### 16.47 Personnel Matters

Arrangements for the workplace pension scheme were confirmed.

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