Meeting arrangements: Full Council Meeting

Thursday, 16 February 2017, 7.15 pm start



# AGENDA

# 1. Apologies

# 2. <u>Declarations of Interest and Dispensation Considerations</u>

Members are reminded of their responsibility to declare any interest in respect of any matters contained or brought up at any point in this meeting, in accordance with the current Code of Conduct. Council will consider dispensation requests.

# 3. Minutes of Council Meetings

Council Minutes of the last meeting, approve their signing as a correct record (Item 3)

# 4. Statutory Business

Planning - Consider application list report from Lead Member for Planning, ratify responses made between meetings or to meet deadlines.

#### 5. Public Participation

Matters brought to the Parish Council by residents. Residents will have twenty minutes set aside during which each resident shall have three minutes.

# 6. Financial Items

- 6.1 Approve Expenditure (Item 6.1)
- 6.2 Receive financial reports 1, 3 & 4 (Item 6.2)

### 7. Consultations

- 7.1 Chorley Council Draft Central Lancashire Employment Skills Supplementary Planning Document Consultation (Item 7.1) circulated to Councillors via email 26/01/17
- 7.2 Chorley Council Revised Private Sector Housing Assistance Policy (Item 7.2) circulated to Councillors via email 30/01/17

#### 8. Euxton War Memorial

Consider the advice requested regarding flying flags, at War Memorials (Item 8)

# 9. Bus Service

Removal of 347 Service from Dawbers Lane which leaves this area without any public transport. Recommend we write to LCC asking them to reinstate this service or cover this area with another service. Circulated to Councillors via email 08/02/17 (Item 9)

# 10. Safer Road Fund

Dawbers Lane possible road improvement funding available - Recommend we write to LCC asking them to ensure a strong bid is submitted and we are consulted when a final design is being drawn up. Circulated to Councillors via email 08/02/17 (Item 10)

# 11. Committee Updates

### 12. Matters for information

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

CLERK Published: 08/02/17 Full Council meeting dates 2017: 16 March, 20 April, 18 May, 15 June, 20 July, 21 September, 19 October, 16 November, TBC December

Newsletter deadlines: 10 February for the March issue; 12 May for the June issue; 11 August for the September issue; 10 November for the December issue

### 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 ss1-4. 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.

# 13. Contract negotiations

Consider the lease proposal from Chorley Council regarding Greenside (Item 13)

Published: 08/02/17

**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.

Clirs 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.

Creditor	Description	Total £
Screwfix	Combi padlock MG	19.99
Nisbets	Comark termometer	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
		280.56
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
		11825.20

# 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, 1st 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, 2nd 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

2017/2019 Brecent Budget									
2017/2018 Precept Budget		- 2	2017 / 2018	3.					
Description	Committee	Carry Fwd / allocated funds	Precept 2017/2018	Total budget alfocation					
Employees									
Employees	Per	1	60000	60000					
Payroll Services	Per		1800	900 1800					
Mileage employees Training employees	Per		1800	1800					
Housekeeping			1000	1000					
General Office - statement, coats post, IT, let	С		1700	1700					
Publicity - newsetter/Ann/Rep Other	AP		3500	3500					
Insurance	C		1950	1950					
Subscriptions	C		1200	1200					
Audit	C		900	900					
Legal Fees/Planning Investigations Website maintenance	C		2500 780	2500 780					
Room hire	c		1000	1000					
Council	111111111		1000						
Elections and Parish Poll Fund	C	5000		5000					
Contingency	С	17900		25000					
Training Councillors			200	200					
Grants/\$137									
Grants	AP		3000	3000					
Christmas Celebrations	AP		2000	2000					
Special Events/Projects			*00	400	Ü				
Euxton Gala	AP AP	150	100	100					
Speed Indicator Device new plates Neighbourhood Plan	AP	2000		2000					
Comms and social media methods	AP	2000	50	50					
Increase public involvement work	AP		250	250	i i				
Finance software	C	- coerce	113	113					
Millennium Green project	L	14545		14545					
Heritage/Sign project	AP		1500	1500					
Defibrilator project	AP C		2500 5000	2500 5000					
Services provision Milennium Green pond	L		30000	30000					
Amenity/Utility	-		00000						
Utilities	С		1000	1000					
Gardens/Planting	AP		10000	10000					
Millennium Green - poss outs mant	L.		4000	4000					
All Purposes Committee	AP		2500	2500					
Play Equipment Replace Scheme	L	15124		50000					
Amenity/Open Space RRM	L		20000	20000					
Large Project Savings	-	15551		40004					
Land Fund/Amenity Play Street Sweeping Machine Fund	AP.	18684		18684 4000					
Bowling/Soules Project	BC	116600		116600					
Other		110000		110000					
Healthy Streets		617		617					
Ransnap Brook		279		279					
CIL		2499		2499					
		Services							
*contain Ct. allocations		197398	202219	399617					
Calculations		Explanation	16						
Bank	267,000	This is the		noney in the	bank.				
Less spend to end March	24587	Projected s	pend to the	end of this	financial year				
Less allocated or carry forward funds Cash in hand	197396	Carry forwa Balances							
Draft budget request	202219	Precept col	lumn above						
Projected income Leas the Cash in hand	45015		from above	bank bala	, VAT claims nce less sper		wdis etc		
Previous years comparisons					Annual				
Band D equivalent Calculations	Tax Base	change	Precept fig	ure	Resident pay	78	% +/- paid b	y residents	Top Up
2009 / 2010 2010 2010 2010 2010 2010 2011	3327.80 3409.80		112340		£33.76 £33.20	-1 eeu	down 1.7%	for residents	
2011 / 2012	3527.20		107990		£30.62		down 7.8%		
2012 / 2013	3656.90		104270		£28.51			for residents	100
2013 / 2014 2014 / 2015	3597.38 3759.46	233	101171		£28.12 £27.88			for residents 1% for residents	1709
2016 / 2016	3992.53	233	107816		£27.00			% for residents	1709
2016 / 2017	4116.64	124	100323		£24,37		down over 9		1709
2017 / 2018 estimated 13/12/16	4316.64	200	151704		£35.14				

# **Euxton Parish Council – Monthly Planning Report**

# FEBRUARY 16<sup>TH</sup> 2017

DATE VALIDATED, APPLICATION NO,	LOCATION PROPOSAL	COMMENT/RECOMMENDATION
13/01/2017	5 Badgers Walk	Standard letter
17/00009/TPO	Oak (G3) - 20% crown reduction to group of	
	4 oak trees because of excessive shading.	
13/01/2017	80 Milestone Meadow	No comment
17/00025/CLPUD	Application for certificate of lawfulness for a	
	proposed single storey rear extension	
13/01/2017	The Lodge, Wigan Road	Application to fell is based on the advice from CBC Tree Officer. Therefore
17/00027/TPO	Felling of Sycamore	no comment
20/01/2017	No applications	
27/01/2017	Chorley Rugby Club, Chancery Road	I do not know the reasons for the original condition. Applicant
17/00038/FULMAJ	Section 73 application to vary condition 26 of	(Persimmon) states that they can not deliver the houses unless the
	permission ref: 14/00429/FULMAJ (which	condition is changed.
	was for the erection of 50 no. residential	
	dwellings and the redevelopment of existing	No comment
	rugby club and associated facilities including	
	floodlighting columns) to allow the phasing	
	of the development to be changed - so that	
	the pavilion/club house and car park shall be	
	constructed prior to the occupation of the	
	40th dwelling and shall be completed prior	
	to occupation of the 47th dwelling (as	
	opposed to by the 30th and 40th dwelling	
	previously approved).	
27/01/2017	Oakfields 197 Runshaw Lane	
17/00043/PDE	Proposed single storey rear extension	No comment
	measuring 7.1m in depth, 12.59m in width	
	with an eaves height of 2.66m and a	
	maximum height of 4.44m.	

# **Euxton Parish Council – Monthly Planning Report**

DATE VALIDATED, APPLICATION NO,	LOCATION PROPOSAL	COMMENT/RECOMMENDATION
3/02/2017 17/00052/FUL	Calista Café, Euxton Park Golf Centre, Euxton Lane extension to golf driving range for erection of external bar, and siting of storage container	This is Green Belt and the applicant makes the case that his proposed development is acceptable within the Green belt. To me he seems to make a reasonable case. However, I am uncertain of this and suggest that we should advice CBC that "The Parish Council is content with the proposal provided that the Borough Council is content that this would be approved development within the Green Belt"
3/02/2017 17/00106/TPO	14 Chancery Fields Oak (T8) to Chorley BC TPO no. 5 (Euxton) 2013 - prune back branches to the property boundary	Without seeing the site I think the tree is just the other side of the boundary fence and is to the north of the house (ie doesn't shade the garden from the sun). It sounds excessive to cut it back to the fence line and may well disfigure the tree. Suggest we advise CBC that "the POC has no objection to some trimming of the tree provided that its character and health can be maintained"
3/02/2017 17/00080/FULHH	23 Barons Way part two storey, part single storey wrap around side and rear extension	A large front extension on a corner plot that protrudes 3.6m beyond the building line. Appears to be in conflict with recently approved Householder Design Guidance. Suggest that EPC "objects to the proposal because it extends well beyond the building line on Baron's Way"
3/02/2017 17/00068/TPO	38 Fieldside Avenue Silver Birch x3 - Fell due to poor condition Mature Oak x1 -Fell due to dead standing stem Young Oak x1 - Fell as leaning toward property Oaks x2 - Reduce to previous cuts Sycamores x2 - Reduce to previous cuts Poplar x1 - Reduce back to previous points	Although we would normally object to such wholesale loss to and damage to trees I suspect this is more of a woodland management exercise rather than one to get rid of trees. I suggest that we write to CBC as follows. "EPC requests that CBC only permit the loss of four trees if it can be justified in the interests of those remaining. The reduction of the other trees should be kept to a minimum. Otherwise EPC objects to the loss of these trees"
10/02/2017 17/00115/COU	Morrow Brothers Packaging Limited Unit F Buckshaw Link Ordnance Road Proposed change of part of ground floor from B1, B2 & B8 to include ancillary A4 drinking establishment	I believe that this facility is proving rather popular and novel, although it does seem an odd place to put a bar, inside a bottling factory. I am surprised that it can get a license to sell alcohol in a premises that hasn't got planning approval. I wonder if it is possible to give a limited temporary approval for say two years to "see how it goes" and if any issues arise before they apply for full planning approval

MONTH FEBRUARY YEAR 2016/2017

# **Item 6.1**

# **EXPENDITURE**

Date	Creditor	Description	Invoice Ref	Cheq No	Total	Vat	Net	Budget		Cheque Cleared	VAT Clair	
09-Jan	Transfer bank	Mistake, credited 9/1/17			-13.55		-13.55			09/01/17		
12-Jan	Barclays	Bank Charge (refunded 8/2/17)			10.00		10.00			12/01/17		
					-3.55		-3.55					
	Easy Websites	SO for website	195	DD	24.00							
02-Feb	BT	One bill	196	DD	28.05	4.67	23.38	02-11				
07-Feb	Quickbadge	AED and ELF badges All PurpCom	197	Debit	61.00		61.00	04-1				
07-Feb	HiViz Workwear	Hiviz vests childrens sizes "	198	Debit	46.89	1.19	45.70	05-5				
16-Feb	1st Euxton ROF Scouts	Grant (APC 2/2/17)	199	4423	300.00		300.00	04-2				
16-Feb	Euxton Gardening Club	Grant (APC 2/2/17) - cash	200	4424	200.00		200.00	04-1				
16-Feb	Euxton Contact Centre	Grant (APC 2/2/17)	201	4425	300.00		300.00	04-1				
16-Feb	Cardiac Science	Trainer unit (APC 2/2/17)	202	4426	312.00	52.00	260.00	04-1				
16-Feb	DWG (NW) Ltd	Mgreen path works interim	203	4427	2350.00		2350.00	05-8				
16-Feb	CRE Products	Bike marking pens from HealthyStr	204	4428	15.75		15.75	08-1				
16-Feb	Studholme-Bell Ltd	Processing payroll to 31/12/16	205	4429	156.00	26.00	130.00	02-9				
16-Feb	C & W Berry Ltd	Hardware	206	4430	36.48	6.08	30.40	06-8				
16-Feb	Elite Leaflet Distribut	December newsletter distribution	207	4431	475.00		475.00	02-3				
16-Feb	Employees	Salaries total for January 2017	208-212	4432-36	4578.26		4578.26	01/2-1/2-2				
16-Feb	Petty cash receipts	Petty cash items	213	4432	75.00	6.67	68.33	06-8/4-1				
			TOTALS		8958.43	100.61	8857.82		0			

**CUM TOTAL** 142474.92 7126.46 135348.46

#### Item 6.2

### Income Report 2016 / 2017

				Adverts	Training	Flower	Pitch	Leng's	CIL	VAT	Precept /	Other	Other	
ate	Description	Inv	£			Sponsor	Fees	Revenue / Amenity		Element	Bank Interest			
				02-3	03-1	06-3	06-9	06-9	08-3	08	08	08		
08-Apr	Precept		100323.00								100,323.00			
	Grant		1709.00									1,709.00		
15-Apr	MK Illumination (Refund)		796.86							132.81			664.05	
29-Apr	RBS interest		8.06									8.06		
06-May	RBS Compensation/sorry		50.00								50.00			
06-May	Home Truths (advert)	035	75.00	75.00										
10-May	CBC CIL Monies		49185.33						49185.33		00.00			
16-May	Santander Compensation/sorry		20.00								20.00			
31-May 15-Jun	RBS interest Santander interest		8.65 26.65								8.65 26.65			
17-Jun	Co-op bank interest		43.33								43.33			
22-Jun	Mrs Wallis (seat)		522.00								40.00			522.00
28-Jun	Busy Bodies (advert)		68.00	68.00										OLL.00
28-Jun	War Memorial Club (advert)		220.00	220.00										
30-Jun	RBS interest		6.60	220.00							6.60			
05-Jul	RBS Compensation/sorry		100.00								100.00			
11-Jul	TSB Interest		2.19								2.19			
13-Jul	Busy Bodies (advert)		157.00	157.00										
15-Jul	Santander interest		30.76								30.76			
29-Jul	RBS interest		5.94								5.94			
05-Aug	M'cr Prop Svs (contract)		510.00					510.00						
08-Aug	HMRC Vat Claim		3415.34							3,415.34				
09-Aug	TSB Interest		1.99								1.99			
15-Aug	Santander interest		31.80								31.80			
22-Aug	Glovers (sponsor flowers)		200.00			200.00								
23-Aug	Lawrence Hunt Spar (spon flow)		200.00			200.00								
31-Aug	RBS interest		6.03								6.03			
06-Sep	RBS Charge refund		10.00								10.00			
09-Sep	TSB interest	<b> </b>	2.12								2.12			
13-Sep	BV Nursery (spon flower)		200.00			200.00								
15-Sep	Santander interest	1	31.81	<b> </b>							31.81			
16-Sep	CoOp Interest		42.89								42.89			
20-Sep	Wildlife Gardner (advert)		35.00	35.00			040.00							
	EGFC (pitch fees)		840.00				840.00							
	EGFC (pitch fees)		240.00	200.00			240.00							
	Right at Home (advert)		280.00	280.00										
30-Sep	Oakden (advert) BT Wayleave		35.00 114.80	35.00										114.80
30-Sep	RBS1 interest		4.36								4.36			114.00
эо-эер	RB31 IIIterest		4.30								4.30			
03-Oct	Lee Baron		500.00					500.00						
15-Oct	Santander		30.80					500.00			30.80			
10-Oct	TSB Interest		2.12								2.12			
31-Oct	RBS Interest	1	1.89								1.89			
08-Nov	CBC CIL		20471.60						20471.60			<u> </u>		
09-Nov	TSB Interest		2.06								2.06	<u> </u>		
14-Nov	Euxton PreSchool (advert)		300.00	300.00										
15-Nov	Santander interest		25.16								25.16			
30-Nov	RBS Interest		0.68								0.68			
09-Dec	TSB interest		2.06								2.06			
15-Dec	Santander interest		15.41								15.41			
16-Dec	Five Acres (advert)		70.00	70.00										
16-Dec	CoOp Interest		42.92								42.92			
30-Dec	RBS1 interest		0.21								0.21			
09-Jan	TSB interest		1.85								1.85			
16-Jan	Santander interest		15.95								15.95			
31-Jan	Barclays interest		0.13								0.13			
		ļ												
		ļ												
		ļ												
		1	404 6 :	40.00.00		0000	1000 1	40.55	000=====	3548.15	4000000	1717.06	664.05	
			181,042.35	1240.00	0.00	600.00	1080.00	1010.00	69656.93		100889.36			636.80

Notes \*1 Vat element needs returning to HMRC, back into Christmas budget 04-2 (VAT sorted/received 8/8/16)

Prepared by RFO 09/02/2017

# **Item 6.2**

Bank Reconcilliation	Financial year ending 3	1 March 2017	
Balance per bank statement as at	31 January 2017		
·	-	£	£
RBS Current	31/01/17	555.66	
RBS High Interest Account	31/01/17	14,694.83	
RBS Current 2/Debit Card	31/01/17	4,000.00	
TSB Business Instant Access/Treasu		25,014.39	
Co-op Fixed Rate Deposit	21/12/16	50,129.14	
Santander Business Savings	31/01/17	75,228.34	
Barclays Bank	30/12/16	75,000.00	
Barolayo Bariik	00/12/10	70,000.00	244,622.36
Less: any unpresented cheques as a	t the statement date		211,022.00
Montl		Amount	
De		156.52 -	
De	4368	90.00 -	
Jai		217.67 -	
Jai	4413	24.00 -	
	4413	86.15 <i>-</i>	
	4414	00.13 -	
		-	574.34
		-	374.34
Add: any unbanked cash		0.00	0.00
Net bank balances as at:	31 January 2017		244,048.02
Cash Book as at:	24 January 2017		_
	31 January 2017		106 500 16
Opening Balance			196,522.16
Add: Receipts in the year			181,042.35
Less: Payments in the year			-133,516.49
			244,048.02
Cash Book as at:	16 February 2017		
Opening Balance	101 Oblidary 2011		196,522.16
Add: Receipts in the year			181,042.35
Less: Payments in the year			-142,474.92
2000. I dymonio in the year			235,089.59
			200,000.00

# Budget Breakdown Report 2016/2017 (cumulative for year)

Budget Codes	Description	Committee	Precept 16/17	Carried fwd from 15/16	Total Budget avail 16/17	Spend to Date	Income 2016/17	Budget Via	Budget Balance
1 Employe	ees								
01-1	Employees	Per	56000		56000	50248			5752
01-2	HMRC Liabilities	Per			0	114		2500	2386
2 Houseke	pening								
02-1	Mileage	Per	1600		1600	1285		200	515
02-2	General Office - stationery, copy, post, IT, tel	PC	1400		1400	1469		200	-69
02-3	Publicity - newsletter/AnnRep/ Other	AP	3000		3000	4254	1240		-14
02-4	Insurance	С	2750		2750	1627			1123
02-5	Subscriptions	С	1500		1500	1115			385
02-6	Audit	С	900		900	580			320
02-7	Legal Fees/Planning Investigations	С	2500		2500	1798			703
02-8	H&S working from home advice	Per	2000		2000	0			2000
02-9	Advice/assistance on NIC/VAT	Per	1500		1500	1602			-102
02-10	Website maintenance	AP	240		240	220		540	560
02-11	IT/Laptop/Hardware		2000		2000	1191		000	809
02-12	Room hire		<u>                                       </u>		0	501		900	399
3 Council	Training/Operators 5		0.50	Т	252	0.40		T	
03-1	Training/Conference Fees	C	350	5000	350	940	0		-590
03-2 03-3	Elections and Parish Poll Fund  General Reserve Contingency	C	5000 18440	5000 20000	10000 38440	0		-20540	10000
4 <b>Grants/S</b> 04-1	Grants	AP	3000		3000	2295			705
04-2	Christmas Celebrations	AP	500		500	728	664		437
E Cassial I	Evente/Brainete								
05-1	Events/Projects Euxton Gala	AP	500		500	656		200	44
05-1	Speed Indicator Device new plates	AP	150		150	030		200	150
05-3	Neighbourhood Plan	711	0	2000	2000	0			2000
05-4	Comms and social media methods	AP	50		50	0			50
05-5	Increase public involvement work	AP	250		250	46			204
05-6	Finance software			2050	2050	669			1381
05-7	ROF Lamp Post project	AP	2000		2000	0			2000
05-8	Millennium Green project	L	4000		4000	17655		20000	6345
05-9	Heritage/Sign project	AP		1000	1000	1115	115		C
05-10	Defibrillator project				0	15434		15000	-434
05-11	Queens 90th Birthday				0	625		1200	575
C Amanda	// latita								
6 <b>Amenity/</b> 06-1	Utility Utilities	С	1000	1	1000	765		1	235
06-1	Gardens/Planting	AP	3500		3500	5070	600		-970
	War Memorial	AP					000		483
106-3			500		5001	171			700
06-3 06-4	-		500 4000		500 4000	17 3215			785
06-4	Millennium Green - grass cuts, maint	L	4000		4000	3215	522		
06-4 06-5	Millennium Green - grass cuts, maint All Purposes Committee	L AP	4000 2500		4000 2500	3215 2731	522		291
06-4 06-5 06-6	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance	L AP L	4000 2500 4000	5124	4000 2500 4000	3215 2731 4109	522		291 -109
06-4 06-5	Millennium Green - grass cuts, maint All Purposes Committee	L AP	4000 2500	5124	4000 2500	3215 2731	522		291 -109 15124
06-4 06-5 06-6 06-7 06-8	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM	L AP L L	4000 2500 4000 10000	5124	4000 2500 4000 15124	3215 2731 4109 0			291 -109 15124
06-4 06-5 06-6 06-7 06-8 7 Large Pr	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings	L AP L L	4000 2500 4000 10000 13500		4000 2500 4000 15124 13500	3215 2731 4109 0 10975			291 -109 15124 4615
06-4 06-5 06-6 06-7 06-8 7 Large Pr	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play	L AP L L	4000 2500 4000 10000	18684	4000 2500 4000 15124 13500	3215 2731 4109 0 10975			291 -109 15124 4615
06-4 06-5 06-6 06-7 06-8 7 Large Pr	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings	L AP L L	4000 2500 4000 10000 13500		4000 2500 4000 15124 13500	3215 2731 4109 0 10975			291 -109 15124 4615 18684 4000
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund	L AP L L L AP	4000 2500 4000 10000 13500	18684 4000	4000 2500 4000 15124 13500 18684 4000	3215 2731 4109 0 10975	2090		291 -109 15124 4615 18684 4000
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund Bowling/Boules Project	L AP L L L AP	4000 2500 4000 10000 13500	18684 4000 62500	4000 2500 4000 15124 13500 18684 4000 92500	3215 2731 4109 0 10975			291 -109 15124 4615 18684 4000 92100
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3 8 Other 08-1	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund Bowling/Boules Project  Healthy Streets	L AP L L L AP	4000 2500 4000 10000 13500 0 30000	18684 4000 62500	4000 2500 4000 15124 13500 18684 4000 92500	3215 2731 4109 0 10975	2090		291 -109 15124 4615 18684 4000 92100
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3 8 Other 08-1 08-2	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund Bowling/Boules Project  Healthy Streets Ransnap Brook	L AP L L L AP	4000 2500 4000 10000 13500	18684 4000 62500	4000 2500 4000 15124 13500 18684 4000 92500	3215 2731 4109 0 10975 0 0 400	2090		291 -109 15124 4615 18684 4000 92100
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3 8 Other 08-1	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund Bowling/Boules Project  Healthy Streets	L AP L L L AP	4000 2500 4000 10000 13500 0 30000	18684 4000 62500	4000 2500 4000 15124 13500 18684 4000 92500	3215 2731 4109 0 10975	2090	-20000	785 291 -109 15124 4615 18684 4000 92100 601 279 47971
06-4 06-5 06-6 06-7 06-8 7 Large Pr 07-1 07-2 07-3 8 Other 08-1 08-2	Millennium Green - grass cuts, maint All Purposes Committee Greenside Pitch Maintenance Play Equipment Replace Scheme Amenity/Open Space RRM  roject Savings Land Fund/Amenity Play Street Sweeping Machine Fund Bowling/Boules Project  Healthy Streets Ransnap Brook	L AP L L L AP	4000 2500 4000 10000 13500 0 30000	18684 4000 62500	4000 2500 4000 15124 13500 18684 4000 92500	3215 2731 4109 0 10975 0 0 400	2090	-20000	291 -109 15124 4615 18684 4000 92100

VAT total on purchases

<sup>£7,126.46</sup> 

exl vat

May 2016 Council decisions to create new budgets and move some budget amounts, from 03-3 £20540
 July 2016 Council decisions - transfer £15,000 and £5,000 from 08-3 to 05-8 Millennium Green which replaces a decision at June 2016 Council meeting to move £9500 and £9000 from various budgets to the 05-8 budget, following confirmation CIL monies can be used

\*3 £25,000 of this fund allocated to Bowling project

# FW: Flags query

Vanessa Fitzgerald 20/1/2017 15:47

To <a href="mailto:clerk@euxtoncouncil.org.uk">clerk@euxtoncouncil.org.uk</a>

Hi Debra,

The Town Hall flies a Union flag all the time – although it's occasionally taken down to raise specific flags such as the Armed Forces Day flag and Merchant Navy Day flag.

Please see Brendan's response below regarding the flags at the cenotaph in Astley Park.

Please let me know if you need anything further.

Best regards, Vanessa

Vanessa Fitzgerald Policy and Engagement Assistant Chorley Council

**☎** 01257 515033 | *⁴* chorley.gov.uk

You can make service requests online at chorley.gov.uk, and it's even faster if you use 'My Account'

From: Brendan Spear

**Sent:** 20 January 2017 15:32 **To:** Vanessa Fitzgerald **Subject:** RE: Flags query

Hi Vanessa,

at the cenotaph we fly 2 flags, one each end of the small wall that has the Falklands Memorial stone, the Union Flag on one side and a Chorley Borough coat of arms on the other side.

Hope this helps

regards

Brendan Spear Civic Attendant Team Leader Chorley Council

# 9. Bus Service

Removal of 347 Service from Dawbers Lane which leaves this area without any public transport. Recommend we write to LCC asking them to reinstate this service or cover this area with another service.

This information was circulated to Councillors via email on 8 February 2017:

Information found at Lancashire County Council can be read in full here: <a href="http://council.lancashire.gov.uk/documents/s105230/Report.pdf">http://council.lancashire.gov.uk/documents/s105230/Report.pdf</a>

#### Extracts are:

# "Background and Advice

Stagecoach in Merseyside and South Lancashire is making a number of revisions to its commercial local bus services throughout their Preston, South Ribble and Chorley operational areas from Sunday 5 February 2017. One of these revisions is the withdrawal of Service 7 operating between Croston, Chorley and Lower Adlington

#### Proposal

Lancashire County Council currently provide Service 347, which operates between Chorley and Southport via Euxton, Eccleston, Mawdesley, Rufford, Holmeswood and Banks. The single vehicle is currently provided with the Monday to Saturday frequency being generally every 2½ hours, at a forecast annual net cost of £69,000. This is based on annual revenue of £31,000 with 25,000 passenger trips made.

The council is proposing to revise the route and timetable of Service 347 to operate via Charnock Richard and The Eaves Green Road, Collingwood Road & Walgarth Drive areas of Chorley, between Chorley and Eccleston but no longer serving Euxton.

This will provide a partial replacement for those areas being left without any access to a PTS as well as continuing to link Eccleston with Chorley. In the current financial position the council is unable to provide a full replacement service.

Revising the route, such that it **no longer passes through Euxton**, would result in the section of **Dawbers Lane through Shaw Green** no longer being served by a PTS. However, according to ticket machine data, there are approximately 750 passenger trips (average 2.5 per day) made on this section of route. There are a similar number of passenger trips made within Euxton and as well along Southport Road in Chorley, mainly to access Southport for leisure purposes, however there are alternative commercial PTS available. "

<u>Recommendation</u>: Countil writes to LCC asking them to reinstate this service or cover this area with another service.

Item 10

# 10. Safer Road Fund

Dawbers Lane possible road improvement funding available - Recommend we write to LCC asking them to ensure a strong bid is submitted and we are consulted when a final design is being drawn up

#### Information:

The background to this funding is contained in a document (pages 12 and 14) here: <a href="https://www.gov.uk/government/uploads/system/uploads/attachment\_data/file/583263/roads-funding-information-pack.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment\_data/file/583263/roads-funding-information-pack.pdf</a> this information was circulated to Councillors on 8 February 2017 via email

In brief, it says:

"Safer Roads Fund - £25 million in 2017/18

The Safer Roads Fund totals £175m between 2017/18 and 2020/21. The Department for Transport invites proposals from eligible local highway authorities to improve the safety of 50 specific sections of local A' roads, as highlighted in this document, where the risk of fatal and serious collisions is highest, based on the analysis by the Road Safety Foundation"

and goes on to name the eligible roads - for Euxton this includes the:

"A581 - A59 near Rufford - A49 Euxton, 11.4 km long

From the £175 million being made available for road safety, we invite proposals from local highway authorities to upgrade some of the most dangerous local roads in the North West area where the risk of fatal and serious collisions is highest, based on analysis by the Road Safety Foundation."

<u>Recommendation</u>: Council writes to LCC asking them to ensure a strong bid is submitted and we are consulted when a final design is being drawn up