

EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 17 November 2016, 7.15 pm start

Annexe, Euxton PC Community Centre, Wigan Road, Euxton

A G E N D A

1. Apologies

2. Declarations of Interest and Dispensation Considerations

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 (Item 4a)

Update on the Gladman planning application (Item 4b)

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)

6.3 Receive Councillor Audit report (Item 6.3)

7. Committee/Working Group Reports and Recommendations

Committee updates

Personnel Committee vacancy – there has been one nomination from Cllr A Caughey to be approved.

8. Consultations

BT consultation on removal of telephone kiosks (Item 8) and request to adopt the one at Runshaw shops maybe for a defibrillator site

9. Neighbourhood Working Projects

Possible ideas to suggest to the Neighbourhood Working Group as projects for the village

10. Euxton War Memorial

Consider the subject of flags and flagpoles for the War Memorial (Item 10)

11. 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.

D. Platt

CLERK

Published: 09/11/16

MINUTES of the Council Meeting held 20 September 2016 at 7.15 pm at The Annexe, Euxton PC Community Centre, Wigan Road, Euxton.

| | | | |
|----------------|----------------------------|------------------------|------------------|
| <u>Present</u> | Cllr J Bamber (Vice Chair) | Cllr C Jones | Cllr A Reed |
| | Cllr M Bamber | Cllr E Jones | Cllr A Riggott |
| | Cllr A Caughey | Cllr J Matson | Cllr G Rypel |
| | Cllr J Caughey | Cllr A Platt | Cllr V Thornhill |
| | Cllr M Jarnell | Cllr K Reed (Chairman) | Cllr S Wellerd |

Members of the public 4

1. Apologies Cllrs P Fellows

2. Declarations of Interest

Cllr Platt declared a pecuniary interest in items forming part of agenda items 6.1 as a relative of an employee.

Cllrs K Reed, T Reed, G Rypel declared an interest in the Gladman application at item 4. as they live close to the land.

3. Minutes of Council Meetings

Resolved: Minutes of the Council Meeting on 15 September 2016 were agreed to be an accurate record, and signed by the Chairman.

4. Statutory Business

Planning - considered applications in report from Lead Member for Planning.

Resolved: Council agreed to send in a letter regarding 16/00920/FULHH 8 Robinson Close, to object if the new layout does not meet the parking standard.

Gladman had submitted alterations to the Euxton Lane, Pear Tree Lane junction.

5. Public Participation - Residents and Police Matters

Resolved: Council resolved to suspend standing orders.

Residents discussed the Gladman changes to the plans and road layouts. The Working Group had discussed and decided which resident should speak at the development control meeting and Cllr Riggott for the Council.

Resolved: Council resolved to restore standing orders.

A response from Property Services at Chorley Council had been received to the query raised about selling of open space on Greenside.

Resolved: Council agreed for this matter to be pursued by Cllr Thornhill and the Clerk.

Resolved: Council agreed Cllr Riggott would speak at Development Control against the Gladman application and the Planning Consultant was to prepare the script which will be circulated to Councillors prior.

6. Financial Items

6.1 Approve Expenditures

Resolved: Council approved the expenditures contained in report 1.

| Creditor | Description | Total £ |
|-----------------|----------------------------------|----------------|
| HMRC | SB calculation to Inland Revenue | 32.62 |
| Came & Co | Hiscox insurance policy | 1627.16 |
| Easy Websites | SO for website | 24.00 |

| | | |
|-----------------------|---------------------------------|-----------------|
| United Utilities | Waste for pavilion | 16.74 |
| Studholme Bell | Quarterly payroll charge | 126.00 |
| 1st Euxton ROF Scouts | Delivery Sept newsletter | 49.85 |
| Duncan Ross Ltd | Pitch treatment for weeds | 637.92 |
| Studholme Bell | HMRC investigation and work | 1400.00 |
| C & W Berry Ltd | Hardware purchases | 5.76 |
| Greenbarnes | Combo, map/noticeboards x 2 | 1540.19 |
| St Mary's RC Church | Grant towards purchase of Defib | 800.00 |
| Employees | Salaries total for October 16 | 5137.96 |
| | | <u>11398.20</u> |

6.2 Receive financial reports 1, 3 & 4

Clerk informed of the circumstance of the receipt of a wayleave from BT, that the Pennine cheque had not been cashed yet as it has not been sent because the work was not complete yet.

Resolved: Reports were received.

7. Committee/Working Group Reports and Recommendations

7.1 All Purposes Committee – verbal feedback from meeting on 4 October 2016

The meeting discussed a number of projects and updates, war memorial, flags, Christmas, signs, seats, daffodils and budgets.

7.1.1 Memorial update

The contractor had attended a meeting on site to discuss the remedial works.

7.1.2 Litter picks arranged for 22 October, Brook House Grove area & 29 October cricket club area

7.2 Leisure Committee – verbal feedback from meeting on 11 October 2016

The meeting discussed the skate park project, Millennium green progress, Greenside play area lease, budgets. The budgets will be circulated and comments are welcome prior to the precept meeting. The state of the play areas which are not the Parish Councils were also discussed. The faults had been reported and questions asked if Chorley can close The Cherries play area down due to its disrepair.

7.3 Personnel Committee

The Personnel Committee vacancy was declared along with the procedure to apply to fill the vacancy.

Chorley Liaison - Chair reported on attendance of the Chorley Liaison meeting where a number of subjects were discussed including; gully cleaning schedule, Adlington presented information on issues, bus services, Adlington Library funding, Ironman, PACT meetings and BT public pay phones consultation.

7.4 Library Working Group – verbal feedback from meeting on 17 October 2016

The group is to put in a request to LCC for the full running costs of the Library under the freedom of information acts.

8. Publication Scheme

Resolved: Council reviewed the revised scheme and approved it for publication.

9. Complaints Procedure

Resolved: Council reviewed the revised procedure, made a word changed in section 1 and approved it for publication.

10. Financial Regulations

Clerk is to seek clarification with the authors of the template document, SLCC/NALC, as to the reason for this clause; and who would judge 'need to know'.

11. Risk Register Updates

It was suggested that we seek advice to look over the H&S assessments and a Lone Working risk assessment is still to be carried out.

Resolved: Council noted the actions taken on the risk register items.

12. Consultations

12.1 Chorley householder design guidance SPD consultation

Council noted this document.

12.2 Lancashire County Council zebra crossing on Runshaw Lane

Council noted this document.

13. Matters

Clerk confirmed that further signs would be placed at both ends of Whinney Lane and Pear Tree Lane and pedestrian access would be maintained at both bridges when they are closed.

The Chairman declared the public part of the meeting closed.

8.55 pm

Euxton Parish Council – Monthly Planning Report

MEETING 17 NOVEMBER 2016

| DATE VALIDATED, APPLICATION NO, | LOCATION PROPOSAL | COMMENT/RECOMMENDATION |
|------------------------------------|---|---|
| 21/10/2016 16/00961/DIS | Aldi Store, Lancaster Way, Buckshaw Discharge of conditions 8 (Validation Completion Report) and 12 (BREEAM Achievement) re 15/00089/FULMAJ (Erection of food-store (Use Class A1), community centre (Use Class D2), flexible use divisible unit (Use Classes A2, A4 or A5) with vehicular access, car parking, servicing area, and hard and soft landscaping). | No comment |
| 21/10/2016 16/00922/FUL | East Terrace Business Park Section 73 Variation Of Conditions - Variation of approved plans to include tarmac access road (13/00882/ful). | Overflow car parking area to blocks on corner of Euxton Lane and East Terrace was constructed using Grasscrete (or similar) but has clearly not worked and becomes very muddy in wet weather. Proposal is to replace the access road with a hard surface (the parking spaces themselves are to remain Grasscrete) No comment |
| 21/10/2016 16/00974/PDE | 59 Milestone Meadow Single storey rear extension measuring 3.73 metres in depth, 2.24 metres wide with a maximum height of 3.49 metres | No comment |
| 21/10/2016 16/00981/TPO | 81 Greenside T1 - Mature oak - dead wood - prune branches overhanging property. T2, T3 - Young Sycamore - Fell - self set, suppressed, poor form. T4 - Semi mature hawthorn - Fell - suppressed, in decline, poor form. | The trees are on CBC land adjacent no 81 and the application has been prepared by the CBC Tree Officer Therefore No comment |
| 21/10/2016 16/00951/FULHH | 65 Princess Way Single storey rear extension with external alterations to the side elevation | No comment |

Euxton Parish Council – Monthly Planning Report

| DATE VALIDATED, APPLICATION NO, | LOCATION PROPOSAL | COMMENT/RECOMMENDATION |
|------------------------------------|--|---|
| 21/10/2016 16/00968/TPO | 11 Hillside Close Crown reduction of two beech and one sycamore | Standard letter |
| 28/10/2016 16/00977/ADV | Unit 2 Lancaster Way Fascia sign, aluminium back tray with 5mm acrylic faced logo with applied vinyl graphics | Betsid shop in units alongside Aldi No comment |
| 28/10/2016 16/0954/FULHH | 2 Pennine Ave Dormer on rear roofslope and single storey rear extension | No comment |
| 4/11/2016 16/01008/FUL | Plots 5 and 6, 41 Wigan Road Change of use of land to garden areas to plots 5 and 6 and erection of a driveway and detached garage to plot 5 | No comment |
| 4/11/2016 16/00995/TPO | The Lodge, Wigan Road Felling of Beech tree and works to two Sycamores and a Scots Pine incorporating crown thinning | Suggest letter to be sent objecting to the felling of the beech tree unless it can be demonstrated that it is fatally diseased. Current application does not contain expert advice to this end. |
| 11/11/2016 16/01027/TPO | Parcel H1C Group 1 (Plot 25, Foxglades) T1 Oak - Overhanging driveway of Plot 25 Foxglades and nearly touching property. Applying to prune back canopy by 3-4m where space allows and remove cracked limb. | No comment |

Gladman application Pear Tree Lane

28/10/2016 16:38

[Paul Whittingham](#)

Debra

I wanted to let you know that the planning application for 165 houses is not on the agenda for the November Committee, I am aware that the Parish Council and Ward Councillors wish to speak on the application and those requests will be taken forward to the 6th December Committee.

The additional information that I am waiting for and is due within the next week is technical information on the improvements to Pear Tree Lane between the site and Euxton Lane. This information may lead to a number of different recommendations from the highway authority and Chorley Council concerning ecology and sustainability as well as the acceptability of the highway design.

If this results in a reason for refusal then that reason needs to be precise and provide the grounds to be argued at a public inquiry. The principle of the development is unacceptable and the applicant knows that and the application will be refused on at least one ground, however the difficulty with refusing the application on a generalised highway ground relating to lack of information about Pear Tree Lane is that the details will be considered at appeal and so the process becomes less transparent and members of the Parish Council, Ward members and Committee Members do not have the opportunity to comment specifically on the detail of what is proposed.

I expect the detail within the next week and will inform you that I have received it in order to allow people to comment. The application will then be presented to December Committee.

regards

Paul Whittingham
Planning Services Manager
Chorley Council



LAND OFF PEAR TREE LANE, EUXTON 16/00489/OUTMAJ: EUXTON PARISH COUNCIL COMMENTS TO CHORLEY PLANNING COMMITTEE

The Chorley Local Plan 2012-2026 was adopted in July 2015. The Plan was subject to a thorough public consultation and a lengthy hearing before a Government Inspector.

The Inspector found that Chorley Borough Council had identified sufficient housing to meet its housing requirements.

The Inspector considered the appropriateness of allocating land off Pear Tree

Lane for housing and concluded and I quote:-

"...taking into account that no additional housing supply is required to make the Plan sound, I conclude that there are no overriding reasons to allocate this site."

The ink is hardly dry on this new plan and the Applicants are asking the members of this Committee to set aside the Local Plan and grant planning permission for a major housing development.

If members of the public are to have any confidence in the planning system, then the planning authority must rigorously defend the provisions of its recently adopted Local Plan.

The Applicants of course have the right to apply for whatever they wish, but the members of this Committee have a duty to consider what is in the best interests of its community.

We ask Members of the Committee:- to support their Local Plan;

- support local democracy;
- support their local community; and REJECT this application.

Expenditure Report

EUXTON PARISH COUNCIL

Report 2

MONTH **NOVEMBER**

YEAR 2016/2017

EXPENDITURE

| Date | Creditor | Description | Invoice Ref | Cheq No | Total | Vat | Net | Budget | S137 | Cheque Cleared | VAT Claim |
|------------------------|-------------------------|----------------------------------|-------------|---------|----------|---------|----------|------------|------|----------------|-----------|
| Cancelled cheque | | | | | | | | | | | |
| 16-Jun | Pennine Playgrounds | Repairs to equipments | 37 | 4291 | -1710.00 | -285.00 | -1425.00 | 06-8 | | cleared | |
| 01-Nov | Easy Websites | SO for website | 114 | DD | 24.00 | 4.00 | 20.00 | 02-10 | | | |
| 03-Nov | Mr Flag | Flags | 115 | Debit | 20.50 | 3.42 | 17.08 | 06-3 | | | |
| 04-Nov | Argos | Answering machine | 116 | Debit | 34.99 | 5.83 | 29.16 | 02-11 | | | |
| 10-Nov | BT | Mobile | 117 | DD | 18.00 | 3.00 | 15.00 | 02-11 | | | |
| 17-Nov | Royal British Legion | Donation | 118 | 4361 | 100.00 | | 100.00 | 04-1 | | | |
| 17-Nov | Coppull & Standish Band | Band at carols 2015 & 2016 | 119 | 4362 | 220.00 | | 220.00 | 04-2 | | | |
| 17-Nov | Furnitubes | Seats | 120 | 4363 | 1879.20 | 313.20 | 1566.00 | 06-5/8-3 | | | |
| 17-Nov | HM Revenue & Customs | P11d due | 121 | 4364 | 6.62 | | 6.62 | 01-2 | | | |
| 17-Nov | Studolme-Bell Ltd | P11d form work | 122 | 4365 | 90.00 | 15.00 | 75.00 | 01-2 | | | |
| 17-Nov | Cardiac Science | Defibrillators x 3, Boxes x 3 | 123 | 4366 | 6276.00 | 1046.00 | 5230.00 | 05-10 | | | |
| 17-Nov | Cardiac Science | Defibrillators x 1 | 124 | 4367 | 972.00 | 162.00 | 810.00 | 05-10 | | | |
| 17-Nov | ARK Welding | Repair to shelter S'port Rd | 125 | 4368 | 90.00 | 15.00 | 75.00 | 06-8 | | | |
| 17-Nov | Metalformations | Plaques for seats | 126 | 4369 | 498.00 | | 498.00 | 06-5 | | | |
| 17-Nov | Newsquest | June delivery | 127 | 4370 | 61.64 | | 61.64 | 02-3 | | | |
| 17-Nov | G & A Marskell Garden | Winter 2016 bedding | 128 | 4371 | 1350.00 | | 1350.00 | 06-2 | | | |
| 17-Nov | North West In Bloom | Awards tickets | 129 | 4372 | 108.00 | | 108.00 | 06-2 | | | |
| 17-Nov | Cash | Petty cash fund reimbursement | 130 | 4373 | 98.17 | 11.95 | 86.22 | various | | | |
| 17-Nov | Atlas Business | Photocopies | 131 | 4374 | 217.15 | 36.19 | 180.96 | 02-2 | | | |
| 17-Nov | Rialtas Business Sol | Finance software pack/train/sub | 132 | 4375 | 802.80 | 133.80 | 669.00 | 05-6 | | | |
| Confidential Cash Book | | | | | | | | | | | |
| 20-Oct | Employees | Salaries total for November 2016 | 133-138 | 4375-80 | 5093.30 | | 5093.30 | 01/2-1/2-2 | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | 0 | | |

TOTALS

16250.37 1464.39 14785.98

CUM TOTAL

85042.87 4601.30 80441.57

EUXTON PARISH COUNCIL

Item 6.2

Income Report 2016 / 2017

| Date | Description | Inv | £ |
|--------|--------------------------------|-----|------------|
| 08-Apr | Precept | | 100323.00 |
| | Grant | | 1709.00 |
| 15-Apr | MK Illumination (Refund) | | 796.86 |
| 29-Apr | RBS interest | | 8.06 |
| 06-May | RBS Compensation/sorry | | 50.00 |
| 06-May | Home Truths (advert) | 035 | 75.00 |
| 10-May | CBC CIL Mories | | 49185.33 |
| 16-May | Santander Compensation/sorry | | 20.00 |
| 31-May | RBS interest | | 8.65 |
| 15-Jun | Santander interest | | 26.65 |
| 17-Jun | Co-op bank interest | | 43.33 |
| 22-Jun | Mrs Wallis (seat) | | 522.00 |
| 28-Jun | Busy Bodies (advert) | | 68.00 |
| 28-Jun | War Memorial Club (advert) | | 220.00 |
| 30-Jun | RBS interest | | 6.60 |
| 05-Jul | RBS Compensation/sorry | | 100.00 |
| 11-Jul | TSB Interest | | 2.19 |
| 13-Jul | Busy Bodies (advert) | | 157.00 |
| 15-Jul | Santander interest | | 30.76 |
| 29-Jul | RBS interest | | 5.94 |
| 05-Aug | Mcr Prop Svs (contract) | | 510.00 |
| 08-Aug | HMRC Vat Claim | | 3415.34 |
| 09-Aug | TSB Interest | | 1.99 |
| 15-Aug | Santander interest | | 31.80 |
| 22-Aug | Glovers (sponsor flowers) | | 200.00 |
| 23-Aug | Lawrence Hunt Spar (spon flow) | | 200.00 |
| 31-Aug | RBS interest | | 6.03 |
| 06-Sep | RBS Charge refund | | 10.00 |
| 09-Sep | TSB interest | | 2.12 |
| 13-Sep | BV Nursery (spon flower) | | 200.00 |
| 15-Sep | Santander interest | | 31.81 |
| 20-Sep | Wildlife Gardner (advert) | | 35.00 |
| | EGFC (pitch fees) | | 840.00 |
| | EGFC (pitch fees) | | 240.00 |
| | Right at Home (advert) | | 280.00 |
| | Oakden (advert) | | 35.00 |
| 30-Sep | BT Wayleave | | 114.80 |
| 30-Sep | RBS1 interest | | 4.36 |
| 03-Oct | Lee Baron | | 500.00 |
| 15-Oct | Santander | | 30.80 |
| 10-Oct | TSB Interest | | 2.12 |
| 31-Oct | RBS Interest | | 1.89 |
| | | | 160,051.43 |

Budget allocations

| Adverts | Training | Flower Sponsor | Pitch Fees | Leng's Revenue / Amenity | CIL | VAT Element | Precept / Bank Interest | Other | Other | Notes |
|---------|----------|----------------|------------|--------------------------|----------|-------------|-------------------------|----------|--------|--------|
| 02-3 | 03-1 | 06-3 | 06-9 | 06-9 | 08-3 | 08 | 08 | 08 | 08 | |
| | | | | | | | 100,323.00 | | | |
| | | | | | | 132.81 | | 1,709.00 | 664.05 | *1 |
| | | | | | | | | 8.06 | | |
| | | | | | | | 50.00 | | | |
| | 75.00 | | | | | | | | | |
| | | | | | 49185.33 | | | | | |
| | | | | | | | 20.00 | | | |
| | | | | | | | 8.65 | | | |
| | | | | | | | 26.65 | | | |
| | | | | | | | 43.33 | | | |
| | | | | | | | | | 522.00 | 06-5 |
| | 68.00 | | | | | | | | | |
| | 220.00 | | | | | | | | | |
| | | | | | | | 6.60 | | | |
| | | | | | | | 100.00 | | | |
| | | | | | | | 2.19 | | | |
| | 157.00 | | | | | | | | | |
| | | | | | | | 30.76 | | | |
| | | | | | | | 5.94 | | | |
| | | | | 510.00 | | | | | | |
| | | | | | | 3,415.34 | | | | |
| | | | | | | | 1.99 | | | |
| | | | | | | | 31.80 | | | |
| | | | 200.00 | | | | | | | |
| | | | 200.00 | | | | | | | |
| | | | | | | | 6.03 | | | |
| | | | | | | | 10.00 | | | |
| | | | | | | | 2.12 | | | |
| | | | 200.00 | | | | | | | |
| | | | | | | | 31.81 | | | |
| | 35.00 | | | | | | | | | |
| | | | | 840.00 | | | | | | |
| | | | | 240.00 | | | | | | |
| | 280.00 | | | | | | | | | |
| | 35.00 | | | | | | | | | |
| | | | | | | | | 114.80 | | |
| | | | | | | | 4.36 | | | |
| | | | | | | | | | | |
| | | | | 500.00 | | | | | | |
| | | | | | | | 30.80 | | | |
| | | | | | | | 2.12 | | | |
| | | | | | | | 1.89 | | | |
| 870.00 | 0.00 | 600.00 | 1080.00 | 1010.00 | 49185.33 | 3548.15 | 100740.04 | 1831.86 | 664.05 | 522.00 |
| 02-3 | 03-1 | 06-2 | 06-8 | 06-8 | 08-3 | 08 | 08 | 08 | | |

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

EUXTON PARISH COUNCIL**Item 6.2**

Bank Reconciliation Financial year ending 31 March 2017

| Balance per bank statement as at | 31 October 2016 | | £ | £ |
|--|------------------------|-----------|------------|-------------------|
| RBS Current | 31/10/16 | | 598.47 | |
| RBS High Interest Account | 31/10/16 | | 40,918.91 | |
| RBS Current 2/Debit Card | 31/10/16 | | 4,000.00 | |
| TSB Business Instant Access | 31/10/16 | | 50,008.42 | |
| Co-op Fixed Rate Deposit | 31/08/16 | | 50,043.33 | |
| Santander Business Savings | 31/10/16 | | 75,171.82 | |
| Barclays Bank | 30/09/16 | | 75,000.00 | |
| | | | | <u>295,740.95</u> |
| Less: any unrepresented cheques as at the statement date | | | | |
| | Month | Cheque No | Amount | |
| | June | 4291 | 1,710.00 - | |
| | October | 4348 | 16.74 - | |
| | October | 4351 | 637.92 - | |
| | October | 4354 | 1,540.19 - | |
| | October | 4355 | 800.00 - | |
| | October | 4356 | 1,711.54 - | |
| | October | 4359 | 826.62 - | |
| | October | 4360 | 716.85 - | |
| | | | | <u>- 7,959.86</u> |
| Add: any unbanked cash | | | 0.00 | 0.00 |
| Net bank balances as at: | 31 October 2016 | | | <u>287,781.09</u> |

| | | |
|----------------------------|-----------------|-------------------|
| <u>Cash Book</u> as at: | 31 October 2016 | |
| Opening Balance | | 196,522.16 |
| Add: Receipts in the year | | 160,051.43 |
| Less: Payments in the year | | -68,792.50 |
| | | <u>287,781.09</u> |

| | | |
|----------------------------|------------------|-------------------|
| <u>Cash Book</u> as at: | 17 November 2016 | |
| Opening Balance | | 196,522.16 |
| Add: Receipts in the year | | 160,051.43 |
| Less: Payments in the year | | -85,042.87 |
| | | <u>271,530.72</u> |

EUXTON PARISH COUNCIL**Item 6.2****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 | Note | Section totals | |
|---|--|-----------|---------------|------------------------|--------------------------|---------------|----------------|------------|----------------|------|----------------|--|
| 01 Employees | | | | | | | | | | | | |
| 01-1 | Employees | Per | 56000 | | 56000 | 36989 | | | 19011 | | | |
| 01-2 | HMRC Liabilities | Per | | | 0 | 114 | | 2500 | 2386 | *1 | 37103 | |
| 02 Housekeeping | | | | | | | | | | | | |
| 02-1 | Mileage | Per | 1600 | | 1600 | 991 | | 200 | 809 | *1 | | |
| 02-2 | General Office - stationery, copy, post, IT, tel | PC | 1400 | | 1400 | 882 | | | 518 | | | |
| 02-3 | Publicity - newsletter/AnnRepl/ Other | AP | 3000 | | 3000 | 2114 | 870 | | 1756 | | | |
| 02-4 | Insurance | C | 2750 | | 2750 | 1627 | | | 1123 | | | |
| 02-5 | Subscriptions | C | 1500 | | 1500 | 959 | | | 541 | | | |
| 02-6 | Audit | C | 900 | | 900 | 580 | | | 320 | | | |
| 02-7 | Legal Fees/Planning Investigations | C | 2500 | | 2500 | 720 | | | 1780 | | | |
| 02-8 | H&S working from home advice | Per | 2000 | | 2000 | 0 | | | 2000 | | | |
| 02-9 | Advice/assistance on NIC/VAT | Per | 1500 | | 1500 | 1472 | | | 28 | | | |
| 02-10 | Website maintenance | AP | 240 | | 240 | 160 | | 540 | 620 | *1 | | |
| 02-11 | IT/Laptop/Hardware | | 2000 | | 2000 | 935 | | | 1065 | *1 | | |
| 02-12 | Room hire | | | | 0 | 356 | | 900 | 544 | *1 | 10796 | |
| 03 Council | | | | | | | | | | | | |
| 03-1 | Training/Conference Fees | C | 350 | | 350 | 175 | 0 | | 175 | | | |
| 03-2 | Elections and Parish Poll Fund | C | 5000 | 5000 | 10000 | 0 | | | 10000 | | | |
| 03-3 | General Reserve | C | 18440 | 20000 | 38440 | 0 | | -20540 | 17900 | *1 | 175 | |
| 04 Grants/S137 | | | | | | | | | | | | |
| 04-1 | Grants | AP | 3000 | | 3000 | 1200 | | | 1800 | | | |
| 04-2 | Christmas Celebrations | AP | 500 | | 500 | 220 | 664 | | 944 | | 1420 | |
| 05 Special Events/Projects | | | | | | | | | | | | |
| 05-1 | Euxton Gala | AP | 500 | | 500 | 656 | | 200 | 44 | *1 | | |
| 05-2 | Speed Indicator Device new plates | AP | 150 | | 150 | 0 | | | 150 | | | |
| 05-3 | Neighbourhood Plan | | 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 | 0 | | | 250 | | | |
| 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 | 0 | | 20000 | 24000 | *2 | | |
| 05-9 | Heritage/Sign project | AP | | 1000 | 1000 | 540 | | | 460 | | | |
| 05-10 | Defibrillator project | | | | 0 | 12840 | | 15000 | 2160 | *1 | | |
| 05-11 | Queens 90th Birthday | | | | 0 | 625 | | 1200 | 575 | *1 | 15330 | |
| 06 Amenity/Utility | | | | | | | | | | | | |
| 06-1 | Utilities | C | 1000 | | 1000 | 675 | | | 325 | | | |
| 06-2 | Gardens/Planting/Competitions | AP | 3500 | | 3500 | 5070 | 600 | | -970 | | | |
| 06-3 | War Memorial | AP | 500 | | 500 | 17 | | | 483 | | | |
| 06-4 | Millennium Green - grass cuts, maint | L | 4000 | | 4000 | 0 | | | 4000 | | | |
| 06-5 | All Purposes Committee | AP | 2500 | | 2500 | 2731 | 522 | | 291 | | | |
| 06-6 | Greenside Pitch Maintenance | L | 4000 | | 4000 | 3602 | | | 398 | | | |
| 06-7 | Play Equipment Replace Scheme | L | 10000 | 5124 | 15124 | 0 | | | 15124 | | | |
| 06-8 | Amenity/Open Space RRM | L | 13500 | | 13500 | 1239 | 2090 | | 14351 | | 13333 | |
| 07 Earmarked Reserve/Carry Forward Money | | | | | | | | | | | | |
| 07-1 | Land Fund/Amenity | L | 0 | 18684 | 18684 | 0 | | | 18684 | | | |
| 07-2 | Street Sweeping Machine Fund | AP | | 4000 | 4000 | 0 | | | 4000 | | | |
| 07-3 | Bowling/Boules Project | BC | 30000 | 62500 | 92500 | 400 | | | 92100 | | 400 | |
| 08 Other | | | | | | | | | | | | |
| 08-1 | Healthy Streets | | 0 | 817 | 817 | 200 | | 106120 | 617 | | | |
| 08-2 | Ransnap Brook | | 0 | 279 | 279 | 0 | | | 279 | | | |
| 08-3 | CIL | | | | | 1686 | 49185 | -20000 | 27499 | *2 | | |
| | | | | | | | | | | | 1886 | |
| | | | 178630 | 121454 | 300084 | 80442 | 160051 | | 273573 | | 80442 | |
| VAT total on purchases | | | £4,601.30 | | | exl vat | | | | | | |

*1 May 2016 Council decisions to create new budgets and move some budget amounts, from 03-3 £20540

*2 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

CERTIFICATE OF INTERNAL FINANCIAL CONTROL

EXAMPLE OF CHECKS WHICH COULD BE CARRIED OUT

Choose a month to audit, within the current Financial Year

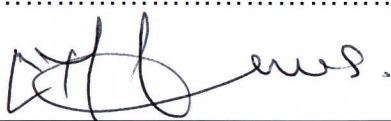
Month audited: JULY 2016

- Check several Expenditures against payments made:
Invoice voucher/Bank Statement/Report No 2
- Check an employee salary payment:
Voucher/Bank Statement/Report No 2
- Check corresponding Tax & NI paid for employees that month
Voucher/Bank Statement/Report No 2
- Check some Income items/Receipts:
Voucher/Bank Statement/Report No 1
- Check a Petty Cash record:
Voucher/Petty Cash Summary sheet/Report No 2
- Check Authority to Pay acknowledged in Minutes for that month

Any further checks you carried out besides the ones above/or referred to you:

.....
.....
.....
.....

Carried out by:


Councillor Auditor C. Jones

Date: 11/10/16



Chief Planning Officer
 Chorley Borough Council
 Civic Offices
 Union Street
 Chorley
 Lancashire
 PR7 1AL

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23rd September 2016

TIME SENSITIVE - 90 Day Consultation period end date: 21st December 2016

Dear Planning Officer

Further to our previous letter, we are writing to you as part of a formal consultation process regarding our current programme of intended public payphone removals. This letter formally starts our consultation with you and the local community.

There are currently 30 public payphones in your area which have been identified and proposed for removal by BT under the 90-day consultation process and details of these payphones are shown below.

To ensure that the local community are fully informed, we have placed consultation notices on the relevant payphones, and a sample notice is enclosed. We have also included the date we posted these notices on the payphones. The consultation period will close on 21st December 2016. Unless you contact us to agree otherwise, responses received after this date will not be accepted.

This consultation process gives your local communities the opportunity to adopt a traditional red 'heritage' phone box and make them an asset that local people can enjoy. It's really simple to do and it costs just £1 - <http://business.bt.com/phone-services/payphone-services/adopt-a-kiosk/>

Overall use of payphones has declined by over 90 per cent in the last decade and the need to provide payphones for use in emergency situations is diminishing all the time, with at least 98 per cent of the UK having either 3G or 4G coverage. This is important because as long as there is network coverage, it's now possible to call the emergency services, even when there is no credit or no coverage from your own mobile provider.

You may also want to consider the recent Ofcom affordability report which found that most people do not view payphones as essential for most consumers in most circumstances - http://stakeholders.ofcom.org.uk/binaries/research/affordability/affordability_report.pdf

On the 14th March 2006 the Office of Communications (Ofcom) published a statement following their 2005 review of universal service in the Telecommunications market, which includes a requirement for payphone provision to meet reasonable needs. Part of that statement amended our obligations with regard to the removal of payphone service - http://stakeholders.ofcom.org.uk/consultations/uso/uso_statement/

As stated in Ofcom's 2005 review, it is the responsibility of the local authority to initiate its own consultation process to canvas the views of the local community. They would normally expect these consultations to involve other public organisations such as the Parish or Community councils and work within the terms of the Communications Act 2003. This means that you must be able to objectively justify your decisions.

Full guidance on the removal process can be viewed at:

<http://stakeholders.ofcom.org.uk/binaries/consultations/uso/statement/removals.pdf>

and a summary is available at:

http://stakeholders.ofcom.org.uk/binaries/consultations/uso/statement/removing_callboxes.pdf

The guidance also details the appeals process we must follow in case of unreasonable objections.

What you need to do next

Please complete and return the attached annex with your decision on each payphone.

If the decision is that the local community wish to 'adopt', please provide their contact details and we'll do the rest.

If you wish to 'object', you'll need to complete the last column with your reasons, having reviewed all of the factors set out in Annex 1 of Ofcom's guidance (see link above), and the information sent to you in our previous letter.

If the information is incomplete for any payphone in the list, then we'll assume you have no objection to its removal and also that you do not wish to adopt it.

The best way to respond to us is by email at btp.authorisation.team@bt.com. Please retain proof that the email was sent or apply a read receipt. If you would prefer to respond by post please use the following address and allow at least two days for postal delivery:

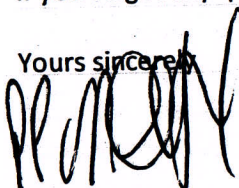
BT Payphones

pp 4th Floor Monument TE
11 – 13 Great Tower Street
London
EC3R 5AQ

You will need to obtain proof of postage from your local post office and be aware that we are unable to receive mail that requires a signature.

If you've got any questions then please get in touch with us by emailing btp.authorisation.team@bt.com.

Yours sincerely



Rick Thompson
Payphone Planning Officer

British Telecommunications plc
Registered office:
81 Newgate Street
London EC1A 7AJ
Registered in England No 1800000
www.bt.com

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| Telephone Number | Address | Post Code | Number of calls in last 12 months | Posting Completed Date | Agree/ Adopt/ Object | Comments/Reasons |
|------------------|---|-----------|-----------------------------------|------------------------|----------------------|------------------|
| 57270346 | OUTSIDE SHOPS RUNSHAW LANE EUXTON CHORLEY | PR7 6AX | 27 | 14/09/2016 | | |
| 57270407 | JNC OF PRESTON & SWANSEY LN PRESTON ROAD CLAYTON LE WOODS CHORLEY | PR6 7JE | 13 | 14/09/2016 | | |
| 57270444 | JUNCTION OF CHORLEY OLD ROAD HILLSIDE CRESCENT WHITTLE LE WOODS CHORLEY | PR6 7LU | 16 | 14/09/2016 | | |
| 57270536 | NR THE ORDNANCE PUBLIC HOUSE WIGAN ROAD EUXTON CHORLEY | PR7 6LA | 2 | 14/09/2016 | | |
| 57270627 | O/S BRYANT HOMES EAST TERRACE EUXTON LANE EUXTON CHORLEY | PR7 6TE | 51 | 14/09/2016 | | |
| 57275454 | ADJ. EAGLE HOTEL BOLTON STREET CHORLEY | PR7 3DX | 165 | 14/09/2016 | | |
| 57451193 | OUTSIDE 166 WOOD LANE WOOD LANE HESKIN CHORLEY | PR7 5NP | 2 | 14/09/2016 | | |
| 57451201 | OUTSIDE 295 THE GREEN. THE GREEN ECCLESTON CHORLEY | PR7 5TJ | 2 | 14/09/2016 | | |

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British Telecommunications plc
 Registered office:
 81 Newgate Street
 London EC1A 7AJ
 Registered in England No 1600000
www.bt.com

FLAGS

We have now assumed responsibility for the flagpoles/flags for the Euxton War Memorial site.

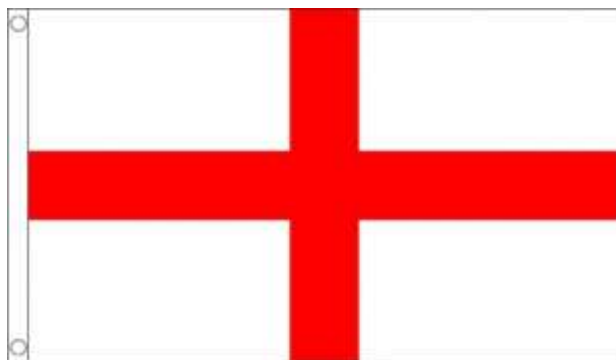
Council needs to make a decision when to fly flags ie, every day, special occasions.

These are some examples of occasions ie, St Georges, St Patricks, St Davids, St Andrews, and more below.

Remembrance



St Georges



Armed Forces Day

