

# EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 20 August 2020, 7.15 pm start

**Virtual meeting via Zoom – request meeting code and pass**

## A G E N D A

Page Ref

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

Approve the signing as a correct record

- Full Council Minutes of 20 February 2020
- Extra-Ordinary Minutes of 5 March 2020

Item 3

4. Public Participation

Matters brought to the Parish Council by residents. The Chair may limit a member of the public to 3 minutes of speaking in order to ensure the smooth running of the meeting. Overall this section will typically be limited to 20 minutes although the Chair may, at their discretion, extend this.

5. Statutory Business

5.1 Co-option update, as there are a number of applicants for one Councillor vacancy it would be difficult to have many different voting rounds, whether by show of hands or paper ballot so this item will need to carry forward to a physical face-to-face meeting

5.2 Planning - Consider planning report from Lead Member for Planning, approve responses and ratify responses made between meetings or to meet deadlines

Item 5.2

6. Financial Items

6.1 Approve all expenditures on the submitted lists

Item 6.1

6.2 Receive updated financial reports (Items: a Income, b Reconciliation, c Budgets)

Item 6.2

6.3 Approve the final figures for year ending 31 March 2020

Item 6.3

6.4 Review the Audit Asset Register to end March 2020

Item 6.4

6.5 Receive the Internal Auditors Report year ending 31 March 2020

Item 6.5

6.6 Approve the Annual Governance statement 2019/20 on the Annual Return

Item 6.6

6.7 Approve the Accounting statements 2019/20 on the Annual Return

Item 6.7

7. To authorise the sealing of documents

7.1 Allotment Committee recommends the signing of the lease for the land off Euxton Lane for the creation of allotment plots

Item 7.1

7.2 To consider and co-sign the 'wayleave' document for access the main drain at Greenside land through Chorley Council from Westchurch Homes

Item 7.2

7.3 To sign the agreement for the renting of car parking spaces at Greenside by Westchurch Homes

Item 7.3

*D. Platt*  
CLERK

Published: 13/08/2020

Full Council meetings 2020: 17 September, 15 October, 19 November

Newsletter deadlines: 09/07/20 for September issue; 09/11/20 for December issue; 07/02/21 for March issue; 08/05/21 for June issue.

8. Working Group report on Tree Preservation Orders Item 8  
Report by the TPO Working Group for consideration and decision by Council
9. Arrangements for future meetings and dates Item 9  
Consider the report on future meetings and suggested meeting dates
10. Committee, Working Group and External Meetings Reports  
Verbal reports or arrangements for meetings. Suggested virtual meetings for all three Committees
11. Matters for information  
*Notify the Chair prior to the meeting starts 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: 13/08/2020

| Date, Valid, Ref   | Description/Location (click to be directed to www)   | Comment/Recommendation |
|--|--|------------------------|
| 20/00438/FULHH<br>21 Coniston Avenue   | <a href="#"><u>First floor side extension</u></a>  |                        |
| 20/00425/TPO<br>10 Cherryfields  | <a href="#"><u>Application for work to a protected tree - Chorley BC TPO 1 (Euxton) 1996: T1 Oak - 2 metre crown reduction</u></a>   | Maintenance works      |
| 20/00422/FULHH<br>14 Casterton   | <a href="#"><u>Single storey rear extension, conversion of garage to habitable accommodation and construction of pitched roof above existing garage</u></a>  |                        |
| 20/00400/FULHH<br>12 Plantation Close BV   | <a href="#"><u>Single storey side/rear extension and rear dormer extension</u></a>   |                        |
| 20/00471/TPO<br>11 Hillside Close  | <a href="#"><u>Application for works to a protected tree - Chorley BC TPO 3 (Euxton) 1978: Beech (T1) - 30% crown reduction</u></a>  |                        |
| 20/00457/FUL<br>Five Acres Plant Centre Five Acres Dawbers Lane Euxton Chorley PR7 6EE | <a href="#"><u>Demolition of former shop and store and erection of building to form offices</u></a>  |                        |
| 20/00446/FULHH<br>30 Anderton Road   | <a href="#"><u>Erection of detached garage</u></a>   |                        |
| 20/00491/FULHH<br>13 Beech Avenue  | <a href="#"><u>Singe storey side extension (following demolition of existing garden wall)</u></a>  |                        |
| 20/00469/FUL<br>5 Euxton Hall Mews   | <a href="#"><u>Erection of timber picket fence and gate (retrospective)</u></a>  |                        |
| 20/00540/FULHH<br>15A The Cherries   | <a href="#"><u>Single storey side extension</u></a>  |                        |
| 20/00537/FULHH<br>18 Empress Way   | <a href="#"><u>Single storey rear extension</u></a>  |                        |
| 20/00530/TPO<br>31 Gleneagles  | <a href="#"><u>Application for works to protected trees - Chorley BC TPO 1 (Euxton) 1996: T1 - Oak - 2 metre reduction of the branches growing to the south T2 - Oak - 2 metre reduction of the branches growing towards the house</u></a> |                        |

|   |   |                   |
|---|---|-------------------|
| 20/00509/FULHH<br>43 Stirling Drive BV              | <u>Conversion of garage to habitable accommodation</u>  |                   |
| 20/00511/FULHH<br>40 Queensway                      | <u>Extension of existing pitched roof dormers to front</u>  |                   |
| 20/00498/FULHH<br>98 Runshaw Lane                   | <u>Single storey side/rear extension</u>  |                   |
| 20/00460/FUL<br>Five Acres Farm Dawbers Lane        | <u>Erection of agricultural livestock building and extension to existing building to form midden store</u>  |                   |
| 20/00435/FULHH<br>17 Warwick Crescent BV            | <u>Single storey side extension (conservatory)</u>  |                   |
| 20/00576/FUL<br>Land 10M South Of 21 Dunrobin Drive | <u>Installation of underground pipelines to connect drainage scheme for planning application ref.18/01211/FULMAJ</u>  |                   |
| 20/00486/FULHH<br>209 Wigan Road                    | <u>Erection of detached car port/bin store (retrospective)</u>  |                   |
| 20/00616/TPO<br>14 Anderton Road                    | <u>Application for works to prtotected trees - Chorley BC TPO 5 (Euxton) 1998: T1 Oak, T2 Beech, T3 Ash and T4 Sycamore - Prune branches overhanging rear gardens by a maximum of 4 Metres.</u> | Maintenance works |
| 20/00592/FULHH<br>4 Springfield Gardens             | <u>Single storey rear extension</u>   |                   |
| 20/00588/TPO<br>6 The Croft                         | <u>Application for works to protected trees - Chorley BC TPO 6 (Euxton) 1980: T1 Horse Chestnut - Fell; T2 Pine - Fell</u>  | Maintenance works |
| 20/00582/FULHH<br>22 Anderton Road                  | <u>Single storey rear and side extension</u>  |                   |
| 20/00580/TPO<br>32 Cherryfields                     | <u>Application for works to a protected tree - Chorley BC TPO 1 (Euxton) 1996: T1 Oak - Fell</u>  | Maintenance works |
| 20/00510/FUL<br>9 Washington Lane                   | <u>Erection of detached dwelling, following the demolition of the existing dwelling</u>   |                   |

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|--|--|--|
| 20/00633/TPO<br>7 Euxton Hall Gardens  | <u>Application for works to protected trees - Chorley Rural District Council TPO 1 (Euxton) 1971: Oak (T1)- Crown raise to 4m above ground level; Sycamore (T2) - Fell; Sycamore (T3) - Fell; and Ash(T4) - Fell</u> | Replacement tree/where/type                    |
| 20/00629/FULHH<br>79 Park Avenue       | <u>Part two/part first floor side extension</u>  |  |
| 20/00669/TPO<br>2 Church Walk          | <u>Application for work to a protected tree - Chorley Rural District Council TPO 1 (Euxton) 1971: Horse Chestnut (T1) - Crown raise to 3 metres above ground level</u>   | Maintenance works                              |
| 20/00648/FULHH<br>7 Hampden Close      | <u>Conversion of integral garage to habitable accommodation</u>  | Was more parking needed/requested              |
| 20/00641/FULHH<br>11 Countess Way      | <u>Single storey side extension (following demolition of existing conservatory)</u>  |  |
| 20/00639/FULHH<br>64 Kingsway          | <u>Extension to, and conversion of existing detached garage to form an ancillary annex</u>   | Was more parking needed/requested              |
| 20/00627/FULHH<br>2 Copland Place      | <u>Single storey side extension (garage)</u>   |  |
| 20/00730/TPO<br>40 Fieldside Avenue    | <u>Application for works to a protected tree - Chorley BC TPO 2 (Euxton) 1986: Oak (T1) - Crown reduction to a maximum of 25%</u>  | Maintenance works                              |
| 20/00696/FUL<br>32 The Cherries        | <u>Erection of boundary fence with brick pillars and dwarf wall</u>  |  |
| 20/00700/FULHH<br>5 Horseshoe Drive BV | <u>Single storey side/rear extension</u>   | Was more parking needed/requested              |
| 20/00756/FULHH<br>5 Junction Terrace   | <u>Two storey side extension and associated alterations</u>  | Was more parking needed/requested              |
| 20/00720/TPO<br>2 The Croft            | <u>Application for works to protected trees - Chorley BC TPO 6 (Euxton) 1980: T1 Horse Chestnut - Crown lift to 3 Metres above ground level T3 Sycamore - Fell. T5</u>   | Maintenance works, Replacement tree/where/type |

|   |   |  |
|---|---|--|
|   | <u>Sycamore - Fell. T6 Oak - Crown lift to 3 Metres above ground level.</u>   |  |
| 20/00719/TPO<br>4 The Croft                 | <u>Application for works to protected trees - Chorley BC TPO 6 (Euxton) 1980: T1 Sycamore - 20% Crown thin T2 Horse Chestnut - Fell. T3 Horse Chestnut - Prune to give 2 Metres clearance from building</u>                                       | Maintenance works, Replacement tree/where/type |
| 20/00706/FULHH<br>26 Highways Avenue        | <u>Part single storey, part first floor side extension over existing garage</u>   |  |
| 20/00684/FUL<br>Woodcock Farm Runshaw Lane  | <u>Erection of a steel framed agricultural building to be attached to an existing cowshed</u>   |  |
| 20/00792/FULHH<br>3 Argyll Avenue BV        | <u>Single storey side extension</u>   | Was more parking needed/requested              |
| 20/00772/FULHH<br>49 Halifax Drive BV       | <u>Conversion of existing integral garage to habitable accommodation</u>  | Was more parking needed/requested              |
| 20/00764/FUL<br>22 Spennymoor Close BV      | <u>Two storey rear extension</u>  |  |
| 20/00767/TPO<br>10 Church Walk              | <u>Application for works to a protected tree - Chorley RDC No. 1 (Euxton) 1971: Oak T1 - Fell</u>   | Replacement tree/where/type                    |
| 20/00794/FULHH<br>83 Sunningdale Drive BV   | <u>First floor balcony to rear elevation</u>  |  |
| 20/00843/TPO<br>Gleadhill Barn Dawbers Lane | <u>Application for works to protected trees - Chorley BC TPO 4 (Euxton Hall) 1982 Various tree works as detailed in APPENDIX B - TREE SCHEDULE</u>  | Maintenance works                              |
| 20/00836/TPO<br>19 Talbot Drive             | <u>Application for works to protected trees - Chorley BC TPO 7 (Euxton) 1994 T1 Sycamore - Crown lift to 4 Metres above ground level. T2 Oak - Crown lift to 4 Metres above ground level. T3 Oak - Crown lift to 4 Metres above ground level.</u> | Maintenance works                              |

## Current Bank A/c

## List of Payments made between 24/02/2020 and 31/03/2020

| <u>Date Paid</u>      | <u>Payee Name</u>        | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------|------------------|--------------------|-----------------------|---------------------------|
| 24/02/2020            | Peoples Pension          | 306              | 170.30             |                       | Pension contributions     |
| 24/02/2020            | Timpson                  | 309              | 10.50              |                       | Keys cut                  |
| 28/02/2020            | Southern Electric        | 307              | 36.97              |                       | Electricity @Skate        |
| 28/02/2020            | Southern Electric        | 308              | 48.28              |                       | Electricity @Skate        |
| 01/03/2020            | Easy Websites            | 310              | 80.40              |                       | Website/emails            |
| 05/03/2020            | Post Office Limited      | 313              | 384.00             |                       | Stamps                    |
| 10/03/2020            | Peoples Pension          | 311              | 165.54             |                       | Pension payments          |
| 19/03/2020            | Chorley Borough Council  | 312              | 6.00               |                       | Field lease               |
| 19/03/2020            | Delivered NW             | 314              | 320.65             |                       | Newsletter delivery Mar20 |
| 19/03/2020            | Marmax Recycled Products | 315              | 441.72             |                       | Buddy Seat/Greenside      |
| 19/03/2020            | C&W Berry Ltd            | 316              | 129.83             |                       | Hardware                  |
| 19/03/2020            | British Telecom          | 317              | 117.36             |                       | Telephony                 |
| 19/03/2020            | Various                  | 318              | 1,565.31           |                       | Remuneration Mar2020 - E1 |
| 19/03/2020            | Various                  | 319              | 722.42             |                       | Remuneration Mar2020 - E2 |
| 19/03/2020            | Various                  | 320              | 921.26             |                       | Remuneration Mar2020 - E3 |
| 19/03/2020            | Various                  | 322              | 859.43             |                       | Remuneration Mar2020 - E4 |
| 19/03/2020            | Various                  | 323              | 637.05             |                       | Remuneration Mar2020 - E5 |
| 19/03/2020            | Various                  | 324              | 580.40             |                       | Remuneration Mar2020 - E6 |
| 19/03/2020            | Various                  | 325              | 128.00             |                       | Remuneration Mar2020 - E7 |
| 19/03/2020            | HMRC                     | 326              | 833.62             |                       | Tax&NIMar20               |
| 19/03/2020            | Water Plus               | 327              | 25.50              |                       | Water                     |
| 19/03/2020            | Y Colverson              | 328              | 40.00              |                       | Training 28/1/20 Websites |
| <b>Total Payments</b> |                          |                  | <b>8,224.54</b>    |                       |                           |

**Euxton Parish Council****Payments for April 2020**

| Date       | Supplier                | Method       | ref | Budget | £.      | Description                                    |
|------------|-------------------------|--------------|-----|--------|---------|--|
| 01/04/2020 | Easywebsites            | Direct debit | 001 | 4080   | 80.40   | Website/emails                                 |
| 15/04/2020 | Various                 | Debit card   | 002 | 4581   | 20.03   | Flags (VE/Remembrance Days)                    |
| 16/04/2020 | Southern Electric       | Direct debit | 003 | 4500   | 29.66   | Southport Road                                 |
| 16/04/2020 | Southern Electric       | Direct debit | 004 | 4500   | 104.74  | Greenside                                      |
| 16/04/2020 | Fabrications NE         | Electronic   | 005 | 4380   | 1992.00 | VE/VJ Planters                                 |
| 16/04/2020 | Play Inspection Company | Electronic   | 006 | 4570   | 324.00  | Annual play inspections                        |
| 16/04/2020 | WaterPlus               | Direct debit | 007 | 4500   | 25.00   | Greenside                                      |
| 16/04/2020 | ICO                     | Direct debit | 008 | 4080   | 35.00   | License renewal (£40 less £5 for Direct debit) |
| 16/04/2020 | Eccleston Electrical    | Electronic   | 009 | 4570   | 143.66  | Repair skate lights                            |
| 16/04/2020 | Salary E1               | Electronic   | 010 | 4000   | 1563.47 | Salary April 2020                              |
| 16/04/2020 | Salary E2               | Electronic   | 011 | 4000   | 702.98  | Salary April 2020                              |
| 16/04/2020 | Salary E3               | Electronic   | 012 | 4000   | 929.37  | Salary April 2020                              |
| 16/04/2020 | Salary E4               | Electronic   | 013 | 4000   | 853.97  | Salary April 2020                              |
| 16/04/2020 | Salary E5               | Electronic   | 014 | 4000   | 615.32  | Salary April 2020                              |
| 16/04/2020 | Salary E6               | Electronic   | 015 | 4000   | 582.25  | Salary April 2020                              |
| 16/04/2020 | Salary E7               | Electronic   | 016 | 4000   | 128.00  | Salary April 2020                              |
| 16/04/2020 | HMRC                    | Chq          | 017 | 4000   | 819.38  | Tax & NI for Apr20                             |
| 16/04/2020 | Floristic               | Electronic   | 018 | 4581   | 85.00   | VJ Day May Wreath                              |
| 16/04/2020 | Peoples Pension         | Direct debit | 019 | 4000   | 165.68  | Pension contributions                          |
| 16/04/2020 | BT                      | Direct debit | 020 | 4080   | 120.60  | Telephony                                      |
|            |                         |              |     |        | 9320.51 |  |

**Euxton Parish Council****Payments for May 2020**

| Date       | Supplier             | Method       | ref | Budget | £.      | Description            |
|------------|----------------------|--------------|-----|--------|---------|------------------------|
| 18/04/2020 | Screwfix             | Debit        | 023 | 4570   | 4.99    | Hardware               |
| 30/04/2020 | Birkacre             | Debit        | 25  | 4510   | 130.77  | Plants/soil            |
| 01/05/2020 | Easywebsites         | Direct debit | 26  | 4080   | 80.40   | Website/emails         |
| 20/05/2020 | Water Plus           | Direct debit | 27  | 4500   | 25.50   | Water                  |
| 21/05/2020 | JDH Business Svs Ltd | EB           | 28  | 4120   | 370.80  | Internal Audit         |
| 21/05/2020 | Sign Trade Supplies  | Debit        | 29  | 4530   | 164.63  | Posts                  |
| 21/05/2020 | JRB Enterprise Ltd   | EB           | 30  | 4570   | 707.40  | Dog bags               |
| 21/05/2020 | HiVis Supplies       | Debit        | 31  | 4570   | 94.95   | PPE                    |
| 21/05/2020 | Southern Electric    | DD           | 32  | 4500   | 22.98   | Electricity            |
| 21/05/2020 | Studholme-Bell       | EB           | 33  | 4010   | 258.00  | Salary services        |
| 21/05/2020 | Newbury Printers     | EB           | 34  | 4090   | 1003.00 | March newsletter print |
| 21/05/2020 | BT                   | Direct debit | 35  | 4080   | 121.35  | Telephony              |
| 21/05/2020 | Salary E1            | Electronic   | 36  | 4000   | 1588.69 | Salary May 2020        |
| 21/05/2020 | Salary E2            | Electronic   | 37  | 4000   | 706.73  | Salary May 2020        |
| 21/05/2020 | Salary E3            | Electronic   | 38  | 4000   | 913.04  | Salary May 2020        |
| 21/05/2020 | Salary E4            | Electronic   | 39  | 4000   | 867.34  | Salary May 2020        |
| 21/05/2020 | Salary E5            | Electronic   | 40  | 4000   | 597.19  | Salary May 2020        |
| 21/05/2020 | Salary E6            | Electronic   | 41  | 4000   | 578.65  | Salary May 2020        |
| 21/05/2020 | Salary E7            | Electronic   | 42  | 4000   | 147.20  | Salary May 2020        |
| 21/05/2020 | HMRC                 | Chq          | 43  | 4000   | 830.20  | Tax & NI for AMay20    |
| 26/05/2020 | Screwfix             | Debit        | 44  | 4570   | 3.73    | Chain                  |
| 11/05/2020 | Peoples Pension      | Direct debit | 45  | 4000   | 170.71  | Pensions               |
|            |                      |              |     |        | 9388.25 |                        |

**Euxton Parish Council**

**Payments for June 2020**

| Date       | Supplier                   | Method       | ref | Budget     | £.      | Description         |
|------------|----------------------------|--------------|-----|------------|---------|---------------------|
| 01/06/2020 | Facebook                   | Debit        | 46  | 4340       | 1.08    | Boosts              |
| 01/06/2020 | Easywebsites               | Direct debit | 47  | 4080       | 80.40   | Website/emails      |
| 04/06/2020 | Birkacre                   | Debit        | 48  | 4510       | 149.70  | Soil                |
| 10/06/2020 | SoloPress                  | Debit        | 49  | 4090       | 973.65  | Newsletter printing |
| 15/06/2020 | ASC Timber                 | Debit        | 50  | 4530       | 56.40   | Postfix             |
| 19/06/2020 | Amazon                     | Debit        | 51  | 4570       | 37.98   | Fixings             |
| 29/06/2020 | Screwfix                   | Debit        | 52  | 4570       | 14.99   | Hardware            |
| 18/06/2020 | Southern Electric          | DD           | 53  | 4500       | 105.30  | Electric            |
| 18/06/2020 | Southern Electric          | DD           | 54  | 4500       | 14.03   | Electric            |
| 18/06/2020 | Waterplus                  | DD           | 55  | 4500       | 25.50   | Water               |
| 18/06/2020 | National Allotment Society | EB           | 56  | 4520       | 66.00   | Subscription        |
| 18/06/2020 | BT                         | DD           | 57  | 4080       | 120.60  | Telephony           |
| 18/06/2020 | Salary E1                  | Electronic   | 58  | 4000/70/80 | 1582.93 | Salaries            |
| 18/06/2020 | Salary E2                  | Electronic   | 59  | 4000/70    | 718.53  | Salaries            |
| 18/06/2020 | Salary E3                  | Electronic   | 60  | 4000/70    | 946.59  | Salaries            |
| 18/06/2020 | Salary E4                  | Electronic   | 61  | 4000/70    | 869.84  | Salaries            |
| 18/06/2020 | Salary E5                  | Electronic   | 62  | 4000/70    | 632.74  | Salaries            |
| 18/06/2020 | Salary E6                  | Electronic   | 63  | 4000/70    | 584.95  | Salaries            |
| 18/06/2020 | Salary E7                  | Electronic   | 64  | 4000/70    | 224.00  | Salaries            |
| 18/06/2020 | HMRC                       | Chq          | 65  | 4000       | 856.09  | Salaries            |
| 18/06/2020 | Unity Trust Bank           | DD           | 66  | 4080       | 18.00   | Bank charges        |
| 18/06/2020 | Peoples Pension            | DD           | 67  | 4000       | 168.47  | Pensions            |

8247.77

**Euxton Parish Council**

**Payments for July 2020**

| Date       | Supplier           | Method       | ref | Budget     | £.      | Description           |
|------------|--------------------|--------------|-----|------------|---------|-----------------------|
| 01/07/2020 | Easywebsites       | Direct debit |     | 4080       | 80.40   | Website/emails        |
| 22/07/2020 | Tell Tale Signs    | Electronic   |     | 4530       | 220.80  | Mgreen exercise signs |
| 22/07/2020 | C&W Berrys         | Chq          |     | 4570       | 10.18   | Hardware              |
| 22/07/2020 | Screwfix           | Debit        |     | 4570       | 38.95   | Hardware              |
| 22/07/2020 | B&Q                | Debit        |     | 4570       | 11.00   | Hardware              |
| 22/07/2020 | Tesco              | Debit        |     | 4570       | 16.80   | Cleaning fluids       |
| 22/07/2020 | Tesco              | Electronic   |     | 4570       | 20.00   | Fuel                  |
| 22/07/2020 | Pole Green Nursery | Electronic   |     | 4570       | 3.25    | Grass seed            |
| 22/07/2020 | Facebook           | Electronic   |     | 4340       | 10.19   | Boost survey          |
| 22/07/2020 | BT                 | DD           |     | 4080       | 120.60  | Telephony             |
| 22/07/2020 | Peoples Pension    | DD           |     | 4000       | 170.29  | Pensions              |
| 22/07/2020 | Southern Electric  | DD           |     | 4500       | 11.95   | Electricity           |
| 22/07/2020 | Water Plus         | DD           |     | 4500       | 25.50   | Water                 |
| 22/07/2020 | Delivered NW       | Electronic   |     | 4090       | 344.95  | Newsletter delivery   |
| 22/07/2020 | Salary E1          | Electronic   |     | 4000/70/80 | 1583.29 | Salaries              |
| 22/07/2020 | Salary E2          | Electronic   |     | 4000/70    | 720.53  | Salaries              |
| 22/07/2020 | Salary E3          | Electronic   |     | 4000/70    | 969.55  | Salaries              |
| 22/07/2020 | Salary E4          | Electronic   |     | 4000/70    | 878.14  | Salaries              |
| 22/07/2020 | Salary E5          | Electronic   |     | 4000/70    | 649.19  | Salaries              |
| 22/07/2020 | Salary E6          | Electronic   |     | 4000/70    | 607.00  | Salaries              |
| 22/07/2020 | Salary E7          | Electronic   |     | 4000/70    | 201.60  | Salaries              |
| 22/07/2020 | HMRC               | Chq          | 65  | 4000       | 819.47  | Salaries              |

7513.63

**Item 6.1****Euxton Parish Council****Payments for August 2020**

| <b>Date</b> | <b>Supplier</b>        | <b>Method</b> | <b>ref</b> | <b>Budget</b> | <b>£.</b>      | <b>Description</b> |
|-------------|------------------------|---------------|------------|---------------|----------------|--------------------|
| 01/08/2020  | Easywebsites           | Direct debit  | 91         | 4080          | 80.40          | Website/emails     |
| 12/08/2020  | Zoom Video Comms       | Debit         | 92         | 4080          | 14.39          | Zoom meetings      |
| 20/08/2020  | Peoples Pension        | DD            | 93         | 4000          | 168.47         | Pensions           |
| 20/08/2020  | JRB                    | Electronic    | 94         | 4570          | 1125.00        | Dog bags           |
| 20/08/2020  | Floristic              | Electronic    | 95         | 4581          | 90.00          | VJ Day display     |
| 20/08/2020  | Nat. Allotment Society | EB            | 96         | 4520          | 66.00          | Subscription       |
| 20/08/2020  | Wickes                 | Debit         | 97         | 4570          | 14.00          | Hardware           |
| 20/08/2020  | SSE                    | DD            | 98         | 4500          | 13.91          | Electric           |
| 20/08/2020  | Water Plus             | DD            | 99         | 4500          | 25.50          | Water              |
| 20/08/2020  | Chorley Council        | Electronic    | 100        | 4570          | 6.00           | Field lease        |
| 20/08/2020  | Salary E1              | Electronic    | 101        | 4000/70/80    | 1585.54        | Salaries           |
| 20/08/2020  | Salary E2              | Electronic    | 102        | 4000/70       | 722.33         | Salaries           |
| 20/08/2020  | Salary E3              | Electronic    | 103        | 4000/70       | 958.55         | Salaries           |
| 20/08/2020  | Salary E4              | Electronic    | 104        | 4000/70       | 880.64         | Salaries           |
| 20/08/2020  | Salary E5              | Electronic    | 105        | 4000/70       | 639.04         | Salaries           |
| 20/08/2020  | Salary E6              | Electronic    | 106        | 4000/70       | 591.70         | Salaries           |
| 20/08/2020  | Salary E7              | Electronic    | 107        | 4000/70       | 153.60         | Salaries           |
| 20/08/2020  | HMRC                   | Chq           | 108        | 4000          | 807.67         | Salaries           |
|             |                        |               |            |               | <u>7942.74</u> |                    |

## Current Bank A/c

Receipts received between 01/04/2020 and 31/07/2020

## Nominal Ledger Analysis

| <u>Receipt Ref</u> | <u>Name of Payer</u>             | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u>   | <u>Transaction Detail</u> |
|--------------------|----------------------------------|------------------------|------------------|--------------|------------|---------------|-------------------|---------------------------|
|                    | Banked: <b>01/04/2020</b>        | <b>101.57</b>          |                  |              |            |               |                   |                           |
|                    | CCLA                             | 101.57                 |                  |              | 1080       | 220           | 101.57            | Interest                  |
|                    | Banked: <b>10/04/2020</b>        | <b>16.55</b>           |                  |              |            |               |                   |                           |
|                    | TSB                              | 16.55                  |                  |              | 1080       | 220           | 16.55             | Interest                  |
|                    | Banked: <b>15/04/2020</b>        | <b>26.07</b>           |                  |              |            |               |                   |                           |
|                    | Santander                        | 26.07                  |                  |              | 1080       | 220           | 26.07             | Interest                  |
|                    | Banked: <b>17/04/2020</b>        | <b>165,851.00</b>      |                  |              |            |               |                   |                           |
|                    | CBC                              | 165,851.00             |                  |              | 1100       | 220           | 1,709.00          | Precept & Grant           |
|                    |                                  |                        |                  |              | 1076       | 220           | 164,142.00        | Precept & Grant           |
|                    | Banked: <b>20/04/2020</b>        | <b>120.00</b>          |                  |              |            |               |                   |                           |
|                    | Macaree Dance                    | 120.00                 |                  |              | 1090       | 120           | 120.00            | Advert                    |
|                    | Banked: <b>30/04/2020</b>        | <b>15.81</b>           |                  |              |            |               |                   |                           |
|                    | RBS                              | 15.81                  |                  |              | 1080       | 220           | 15.81             | Interest                  |
|                    | Banked: <b>01/05/2020</b>        | <b>64.85</b>           |                  |              |            |               |                   |                           |
|                    | CCLA                             | 64.85                  |                  |              | 1080       | 220           | 64.85             | Interest                  |
|                    | Banked: <b>10/05/2020</b>        | <b>16.03</b>           |                  |              |            |               |                   |                           |
|                    | TSB                              | 16.03                  |                  |              | 1080       | 220           | 16.03             | Interest                  |
|                    | Banked: <b>15/05/2020</b>        | <b>25.25</b>           |                  |              |            |               |                   |                           |
|                    | Santander                        | 25.25                  |                  |              | 1080       | 220           | 25.25             | Interest                  |
|                    | Banked: <b>15/05/2020</b>        | <b>6,068.03</b>        |                  |              |            |               |                   |                           |
|                    | CBC                              | 6,068.03               |                  |              | 1620       | 220           | 6,068.03          | CIL                       |
|                    | Banked: <b>29/05/2020</b>        | <b>27.27</b>           |                  |              |            |               |                   |                           |
|                    | RBS                              | 27.27                  |                  |              | 1080       | 220           | 27.27             | Interest                  |
|                    | Banked: <b>01/06/2020</b>        | <b>58.11</b>           |                  |              |            |               |                   |                           |
|                    | CCLA                             | 58.11                  |                  |              | 1080       | 220           | 58.11             | Interest                  |
|                    | Banked: <b>10/06/2020</b>        | <b>16.58</b>           |                  |              |            |               |                   |                           |
|                    | TSB                              | 16.58                  |                  |              | 1080       | 220           | 16.58             | Interest                  |
|                    | Banked: <b>14/06/2020</b>        | <b>26.10</b>           |                  |              |            |               |                   |                           |
|                    | Santander                        | 26.10                  |                  |              | 1080       | 220           | 26.10             | Interest                  |
|                    | Banked: <b>16/06/2020</b>        | <b>8.12</b>            |                  |              |            |               |                   |                           |
|                    | Barclays                         | 8.12                   |                  |              | 1080       | 220           | 8.12              | Interest                  |
|                    | Banked: <b>19/06/2020</b>        | <b>12,826.13</b>       |                  |              |            |               |                   |                           |
|                    | HMRC VAT Office                  | 12,826.13              |                  |              | 105        |               | 12,826.13         | Vat Refund                |
|                    | Banked: <b>30/06/2020</b>        | <b>38.82</b>           |                  |              |            |               |                   |                           |
|                    | Unity                            | 38.82                  |                  |              | 1080       | 220           | 38.82             | Interest                  |
|                    | Banked: <b>30/06/2020</b>        | <b>120.00</b>          |                  |              |            |               |                   |                           |
|                    | <b>Subtotal Carried Forward:</b> | <b>185,426.29</b>      | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>185,306.29</b> |                           |

## Current Bank A/c

Receipts received between 01/04/2020 and 31/07/2020

## Nominal Ledger Analysis

| <u>Receipt Ref</u> | <u>Name of Payer</u>      | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u>   | <u>Transaction Detail</u> |
|--------------------|---------------------------|------------------------|------------------|--------------|------------|---------------|-------------------|---------------------------|
|                    | Churches Together         | 120.00                 |                  |              | 1090       | 120           | 120.00            | Advert                    |
|                    | Banked: <b>30/06/2020</b> | <b>1.07</b>            |                  |              |            |               |                   |                           |
|                    | RBS                       | 1.07                   |                  |              | 1080       | 220           | 1.07              | Interest                  |
|                    | Banked: <b>10/07/2020</b> | <b>13.66</b>           |                  |              |            |               |                   |                           |
|                    | TSB                       | 13.66                  |                  |              | 1080       | 220           | 13.66             | Interest                  |
|                    | Banked: <b>15/07/2020</b> | <b>19.47</b>           |                  |              |            |               |                   |                           |
|                    | Santander                 | 19.47                  |                  |              | 1080       | 220           | 19.47             | Interest                  |
|                    | Banked: <b>27/07/2020</b> | <b>500.00</b>          |                  |              |            |               |                   |                           |
|                    | Lancashire CC             | 500.00                 |                  |              | 1100       | 200           | 500.00            | PROW grant                |
|                    | Banked: <b>31/07/2020</b> | <b>50.10</b>           |                  |              |            |               |                   |                           |
|                    | CCLA                      | 50.10                  |                  |              | 1080       | 220           | 50.10             | Interest                  |
|                    | Banked: <b>31/07/2020</b> | <b>0.95</b>            |                  |              |            |               |                   |                           |
|                    | RBS                       | 0.95                   |                  |              | 1080       | 220           | 0.95              | Interest                  |
|                    | <b>Total Receipts:</b>    | <b>186,011.54</b>      | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>186,011.54</b> |                           |

**Bank Reconciliation Statement as at 31/08/2020  
for Cashbook 1 - Current Bank A/c**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|----------------|-----------------|
| RBS Current Account                    | 31/07/2020            | 177            | 525.57          |
| RBS High Interest                      | 31/07/2020            | 105            | 79,450.65       |
| TSB - Current                          | 02/02/2020            | 10             | 417.18          |
| Coop - Current                         | 22/05/2020            |                | 45,973.09       |
| Barclays Current                       | 16/07/2020            |                | 65.00           |
| Santander                              | 03/08/2020            | 82020          | 51,405.07       |
| RBS Debit Card                         | 31/07/2020            | 68             | 4,000.00        |
| TSB - Savings                          | 02/08/2020            | 28             | 19,687.59       |
| Coop - Savings                         | 31/03/2020            | 14             | 5,038.21        |
| Barclays Savings                       | 16/07/2020            |                | 30,265.98       |
| Public Sector Deposit Fund             | 31/07/2020            | 27             | 252,040.07      |
| Unity Trust (Current)                  | 31/07/2020            | 17             | 662.82          |
| Unity Trust (Saver)                    | 31/07/2020            | 13             | 41,085.64       |

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530,616.87

**Unpresented Cheques (Minus)****Amount**

|            |     |                                |          |
|------------|-----|--------------------------------|----------|
| 16/04/2020 | 8   | ICO                            | 35.00    |
| 18/06/2020 | 56  | The National Allotment Society | 66.00    |
| 18/06/2020 | 65  | HMRC                           | 856.09   |
| 22/07/2020 | 70  | C&W Berry Ltd                  | 10.18    |
| 22/07/2020 | 89  | HMRC                           | 819.47   |
| 01/08/2020 | 91  | Easy Websites                  | 80.40    |
| 12/08/2020 | 92  | Zoom                           | 14.39    |
| 20/08/2020 | 93  | Peoples Pension                | 168.47   |
| 20/08/2020 | 94  | JRB Enterprise Ltd             | 1,125.00 |
| 20/08/2020 | 95  | Floristic                      | 90.00    |
| 20/08/2020 | 96  | The National Allotment Society | 66.00    |
| 20/08/2020 | 97  | Wickes                         | 14.00    |
| 20/08/2020 | 98  | Southern Electric              | 13.91    |
| 20/08/2020 | 99  | Water Plus                     | 25.50    |
| 20/08/2020 | 100 | Chorley Borough Council        | 6.00     |
| 20/08/2020 | 101 | Various                        | 1,585.54 |
| 20/08/2020 | 102 | Various                        | 722.33   |
| 20/08/2020 | 103 | Various                        | 958.55   |
| 20/08/2020 | 104 | Various                        | 880.64   |
| 20/08/2020 | 105 | Various                        | 639.04   |
| 20/08/2020 | 106 | Various                        | 591.70   |
| 20/08/2020 | 107 | Various                        | 153.60   |
| 20/08/2020 | 108 | HMRC                           | 807.67   |

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9,729.48

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520,887.39

**Receipts not Banked/Cleared (Plus)**

0.00

**Bank Reconciliation Statement as at 31/08/2020  
for Cashbook 1 - Current Bank A/c**

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| <u>Amount</u>                      | <u>Balances</u>   |
|------------------------------------|-------------------|
|                                    | 0.00              |
|                                    | <u>520,887.39</u> |
| <b>Balance per Cash Book is :-</b> | <b>520,887.39</b> |
| <b>Difference is :-</b>            | <b>0.00</b>       |

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

## Cost Centre Report

|                                     | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent | Transfer<br>to/from EMR |
|-------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| <u>100 Employees</u>                |                        |                       |                          |                          |                    |         |                         |
| 4000 Employees                      | (31,607)               | (90,000)              | 58,393                   |                          | 58,393             | 35.1%   |                         |
| <u>120 Housekeeping</u>             |                        |                       |                          |                          |                    |         |                         |
| 1090 Income Publicity               | 240                    | 0                     | (240)                    |                          |                    | 0.0%    |                         |
| 4010 Payroll Services               | (215)                  | (1,200)               | 985                      |                          | 985                | 17.9%   |                         |
| 4070 Mileage                        | (722)                  | (3,000)               | 2,279                    |                          | 2,279              | 24.1%   |                         |
| 4075 Employee Training              | 0                      | (3,000)               | 3,000                    |                          | 3,000              | 0.0%    |                         |
| 4080 General Office                 | (1,267)                | (5,200)               | 3,933                    |                          | 3,933              | 24.4%   |                         |
| 4090 Communications                 | (1,319)                | (4,100)               | 2,781                    |                          | 2,781              | 32.2%   |                         |
| 4100 Insurance                      | 0                      | (3,500)               | 3,500                    |                          | 3,500              | 0.0%    |                         |
| 4120 Audit                          | 491                    | (1,250)               | 1,741                    |                          | 1,741              | (39.3%) |                         |
| 4130 Legal Fees/Planning Investig   | 0                      | (5,000)               | 5,000                    |                          | 5,000              | 0.0%    |                         |
| <u>140 Council</u>                  |                        |                       |                          |                          |                    |         |                         |
| 4211 Councillor Training            | 0                      | (250)                 | 250                      |                          | 250                | 0.0%    |                         |
| <u>160 Grants/S137</u>              |                        |                       |                          |                          |                    |         |                         |
| 4250 Grants                         | 0                      | (6,000)               | 6,000                    |                          | 6,000              | 0.0%    |                         |
| 4260 Christmas Celebrations         | 0                      | (3,000)               | 3,000                    |                          | 3,000              | 0.0%    |                         |
| <u>180 Special Events/Projects</u>  |                        |                       |                          |                          |                    |         |                         |
| 4300 Euxton Gala                    | 0                      | (1,500)               | 1,500                    |                          | 1,500              | 0.0%    |                         |
| 4310 Road Safety/SPID               | 0                      | (2,500)               | 2,500                    |                          | 2,500              | 0.0%    |                         |
| 4320 Footways/Cycleways             | 0                      | (250)                 | 250                      |                          | 250                | 0.0%    |                         |
| 4340 Community Engagement           | (9)                    | (250)                 | 241                      |                          | 241                | 3.8%    |                         |
| 4350 ECO Projects                   | 0                      | (8,000)               | 8,000                    |                          | 8,000              | 0.0%    |                         |
| 4380 Heritage Projects              | (1,660)                | (3,000)               | 1,340                    |                          | 1,340              | 55.3%   |                         |
| 4390 Defibrillator Project          | 0                      | (4,000)               | 4,000                    |                          | 4,000              | 0.0%    |                         |
| 4410 Monarch Passing                | 0                      | (500)                 | 500                      |                          | 500                | 0.0%    |                         |
| 4581 War Memorial                   | (195)                  | (500)                 | 305                      |                          | 305                | 39.0%   |                         |
| <u>200 Amenity/Utility</u>          |                        |                       |                          |                          |                    |         |                         |
| 1100 Grants and Donations RCVD      | 500                    | 0                     | (500)                    |                          |                    | 0.0%    |                         |
| 4500 Utilities                      | (416)                  | (1,400)               | 984                      |                          | 984                | 29.7%   |                         |
| 4510 Gardens/Planting/Competitions  | (234)                  | (10,000)              | 9,766                    |                          | 9,766              | 2.3%    |                         |
| 4520 Allotments                     | (110)                  | (17,000)              | 16,890                   |                          | 16,890             | 0.6%    |                         |
| 4530 Millennium Green               | (368)                  | (10,000)              | 9,632                    |                          | 9,632              | 3.7%    |                         |
| 4540 All Purpose Committee          | 0                      | (2,500)               | 2,500                    |                          | 2,500              | 0.0%    |                         |
| 4560 Multi/All Weather Greenside (n | 0                      | (1,500)               | 1,500                    |                          | 1,500              | 0.0%    |                         |
| 4570 Amenity/Open Space RRM         | (2,156)                | (35,000)              | 32,844                   |                          | 32,844             | 6.2%    |                         |
| <u>220 Other</u>                    |                        |                       |                          |                          |                    |         |                         |
| 1076 Precept                        | 164,142                | 0                     | (164,142)                |                          |                    | 0.0%    |                         |
| 1080 Bank Interest Received         | 526                    | 0                     | (526)                    |                          |                    | 0.0%    |                         |

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2020

## Cost Centre Report

|                                       | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 1100 Grants and Donations RCVD        | 1,709                  | 0                     | (1,709)                  |                          |                    | 0.0%         |                         |
| <b>Grand Totals:- Income</b>          | <b>167,117</b>         | <b>0</b>              | <b>(167,117)</b>         |                          |                    | <b>0.0%</b>  |                         |
| <b>Expenditure</b>                    | <b>39,786</b>          | <b>223,400</b>        | <b>183,614</b>           | <b>0</b>                 | <b>183,614</b>     | <b>17.8%</b> |                         |
| <b>Net Income over Expenditure</b>    | <b>127,331</b>         | <b>(223,400)</b>      | <b>(350,731)</b>         |                          |                    |              |                         |
| <b>Movement to/(from) Gen Reserve</b> | <b>127,331</b>         |                       |                          |                          |                    |              |                         |

06/05/2020

## Euxton Parish Council

15:40

## Balance Sheet as at 31st March 2020

31st March 2019

31st March 2020

| 31st March 2019            |  | 31st March 2020 |  |
|----------------------------|--|-----------------|--|
| <b>Current Assets</b>      |  |                 |  |
| 3,645                      | Debtors                                      | 6,068           |  |
| 3,758                      | VAT Control                                  | 12,826          |  |
| 360,105                    | Current Bank A/c                             | 377,641         |  |
| <u>367,508</u>             |  | <u>396,536</u>  |  |
| <b>367,508</b>             | <b>Total Assets</b>                          | <b>396,536</b>  |  |
| <b>Current Liabilities</b> |  |                 |  |
| 2,739                      | Creditors                                    | 1,803           |  |
| <u>2,739</u>               |  | <u>1,803</u>    |  |
| <b>364,769</b>             | <b>Total Assets Less Current Liabilities</b> | <b>394,732</b>  |  |
| <b>Represented By</b>      |  |                 |  |
| 58,675                     | General Reserves                             | 94,394          |  |
| 22,564                     | EMR Emergency Fund                           | 22,564          |  |
| 65,000                     | EMR Land Fund                                | 65,000          |  |
| 4,000                      | EMR Street Machines                          | 4,000           |  |
| 279                        | EMR Ransnap Brook                            | 279             |  |
| 214,251                    | EMR CIL                                      | 201,973         |  |
| 0                          | EMR Balshaw Villa                            | 6,522           |  |
| <u>364,769</u>             |  | <u>394,732</u>  |  |

The above statement represents fairly the financial position of the authority as at 31st March 2020 and reflects its Income and Expenditure during the year.

Signed :  
Chairman \_\_\_\_\_ Date : \_\_\_\_\_

Signed :  
Responsible  
Financial  
Officer \_\_\_\_\_ Date : \_\_\_\_\_

Date: 06/05/2020

Euxton Parish Council

Page 1

Time: 15:38

**Bank Reconciliation Statement as at 31/03/2020  
for Cashbook 1 - Current Bank A/c**

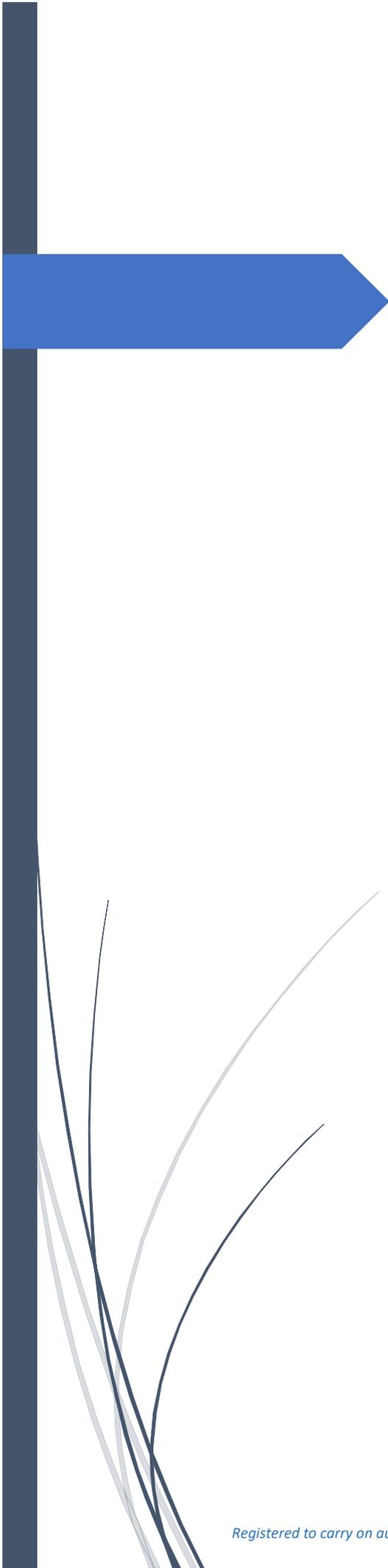
User: CLERK

| <u>Bank Statement Account Name (s)</u>           | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u>   |
|--|-----------------------|------------------------------------|-------------------|
| RBS Current Account                              | 31/03/2020            | 173                                | 560.55            |
| RBS High Interest                                | 31/03/2020            | 101                                | 24,477.33         |
| TSB - Current                                    | 02/02/2020            | 10                                 | 417.18            |
| Coop - Current                                   | 31/03/2020            | 32                                 | 973.09            |
| Barclays Current                                 | 16/03/2020            |                                    | 65.00             |
| Santander  | 31/03/2020            | 42020                              | 51,308.18         |
| RBS Debit Card                                   | 31/03/2020            | 62                                 | 4,000.00          |
| TSB - Savings                                    | 31/03/2020            | 24                                 | 19,624.77         |
| Coop - Savings                                   | 31/03/2020            | 14                                 | 5,038.21          |
| Barclays Savings                                 | 16/03/2020            |                                    | 30,257.86         |
| Public Sector Deposit Fund                       | 31/03/2020            | 23                                 | 201,765.44        |
| Unity Trust (Current)                            | 31/03/2020            | 12                                 | 23,806.95         |
| Unity Trust (Saver)                              | 31/03/2020            | 9                                  | 15,346.82         |
|  |                       |                                    | <u>377,641.38</u> |
| <b><u>Unpresented Cheques (Minus)</u></b>        |                       | <b><u>Amount</u></b>               |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 377,641.38        |
| <b><u>Receipts not Banked/Cleared (Plus)</u></b> |                       |                                    |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 377,641.38        |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>377,641.38</b> |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>       |

**AUDIT ASSET LIST**

**Item 6.4**

| Description                                       | £       | Date if known | Stored/Operated from               | Change in 2019/2020                           |       |
|---|---------|---------------|------------------------------------|---|-------|
| Buildings - pavilion                              | 100,000 | e             |                                    |   |       |
| Euxton War Memorial Monument                      | 1       | Jul'15        | Corner School Lane/Wigan Road      |   |       |
| Play equipment/areas                              |         |               |                                    |   |       |
| Balshaw Lane Play Area                            | 200,000 | e             | Balshaw Lane                       |   |       |
| Primrose Hill Play Area                           | 150,000 | e             | Primrose Hill Road                 |   |       |
| Greenside Recreation Ground                       | 5,500   |               | Greenside                          |   |       |
| Southport Road Shelter                            | 7,500   |               | Southport Road                     |   |       |
| Millennium Green seats/bins                       | 3,500   | e             | Millennium Green                   |   |       |
| Skate Park, Southport Road                        | 170,000 | Feb'13        | Southport Road                     |   |       |
| Greenside Gym Equipment                           | 8,000   | Mar'13        | Greenside                          |   |       |
| Greenside Play Area                               | 108,000 | Apr'18        | Greenside                          |   |       |
| Bowling Green                                     | 99,000  | Apr'18        | Greenside                          |   |       |
| Land - (community value)                          |         |               |                                    |   |       |
| Primrose Hill Play Area                           | 1       |               | Primrose Hill Road                 |   |       |
| Balshaw Lane Play Area                            | 1       |               | Balshaw Lane                       |   |       |
| Pockets of Land at Talbot Row Shops               | 1       |               | Talbot Row, Highways Avenue        |   |       |
| Balshaw Villa Corner garden                       | 1       |               | Corner Balshaw Lane and Wigan Road |   |       |
| Badge of Office (gold)                            | 1,200   | e             | With the Chairman/or Clerk         |   |       |
| Chain of Office (gold plate)                      | 600     | e             | Aug'04                             | With the Chairman/or Clerk                    |       |
| Vice Chairman's badge of office (silver)          | 562     | Jul'17        |                                    | With the Chairman/or Clerk                    |       |
| Office equipment (lap top)                        | 1001    | April'18      |                                    | Clerk's office                                |       |
| Gazebo canopy 'Instant Shelters' branded          | 559     | May'18        |                                    | Garage at Greenside                           |       |
| Willow Artwork of a Cannon 'EcoArts'              | 900     | Feb'19        |                                    | Roundabout BV Buckshaw Hall                   |       |
| Defibrillator public units in box x 3             | 6,276   | Nov'16        |                                    | 3 locations in village (skate/greens/library) |       |
| Defibrillator public units in box x 1             | 2,088   | July'18       |                                    | 1 locations in village (MGreen)               |       |
| Street Furniture (17 wayside seats)               | 7,000   |               |                                    | Locations around the village                  |       |
| Street Furniture (2 wayside seats)                | 812     | Nov'16        |                                    | Millennium Green decking                      |       |
| Picnic plastic benches x 2 'TBR Products brown'   | 1,082   | Sep'17        |                                    | Millennium Green (one is Lions Centennial)    |       |
| Seats at Bowling Green x3 'Marmax plastic green'  | 1,079   | May'18        |                                    | Bowling Green path                            |       |
| Recycled plastic seats x 2 'Furnitubes brown'     | 975     | Jul'18        |                                    | Balshaw Villa Garden                          |       |
| Buddy bench on Greenside Garden 'Marmax black'    | 442     | Oct'18        |                                    | Greenside Garden                              |       |
| Benches x4 'Marmax Rainbow'                       | 817     | Oct'18        |                                    | Balshaw Lane play area                        |       |
| Benches x 2 'Broxap Picnic brown'                 | 1,132   | Jul'19        |                                    | Millennium Green                              | 1,132 |
| Benches on x 4 'Marmax Rainbow'                   | 1,172   | Jul'19        |                                    | Primrose play area                            | 1,172 |
| Buddy bench on Greenside Garden 'memorial'        | 442     | Mar'20        |                                    | Greenside garden                              | 442   |
| Noticeboards (x6)                                 | 2,500   | e             | May'13                             | All over the village                          |       |
| Notice/map combination boards x 1                 | 790     | Jul'16        |                                    | Southport Road                                |       |
| Notice/map combination boards x2                  | 1,540   | Oct'16        |                                    | Unity Place BV, Southport Road                |       |
| Ornamental sign (x1)                              | 540     | Dec'16        |                                    | Euxton Lane corner opp Bay Horse              |       |
| Notice/map combination boards x2                  | 978     | Feb'18        |                                    | Chancery Rd, Lancaster Way                    |       |
| Ornamental signs (x5)                             | 2,450   | May'18        |                                    | All over the village                          |       |
| Notice/map combination boards x 1                 | 790     | Nov'18        |                                    | Brookwood Way, BV                             |       |
| Information Board on Millennium Green             | 930     | Jan'19        |                                    | Millennium Green decking                      |       |
| Barrier basket containers x 4 'Plantscape black'  | 792     | Nov'17        |                                    | Pavilion or on site at Comm.Cnt               |       |
| Flower towers x 4 'Plantscape metal'              | 4,000   | Oct'18        |                                    | 4 locations in village                        |       |
| Stone look planter containers x 1 'Amberol stone' | 289     | Nov'17        |                                    | School Lane                                   |       |
| Stone look planter containers x 4 'Amberol stone' | 1,037   | Nov'18        |                                    | Bowling Green perimeter path                  |       |
| 1m2 tub containers x 3 'Plantscape black'         | 1,460   | Oct'19        |                                    | Euxton Lane traffic island east side          | 1,460 |
| 1m2 tub containers x 3 'Amberol black'            | 1,098   | Feb'20        |                                    | Euxton Lane traffic island west side          | 1,098 |
| Barrier containers x 3 'Amberol black'            | 614     | Feb'20        |                                    | Balshaw Lane at Pelican crossing              | 614   |
| Solar Light column                                | 3,395   | Aug'05        |                                    | Southport Road land                           |       |
| Powered strimmer (petrol) Makita BCX3400          |         | Aug'08        |                                    | Pavilion-                                     | -303  |
| Powered blower (petrol) Stihl BR280               | 330     | Oct'09        |                                    | Pavilion                                      |       |
| Trailer (small)                                   | 450     | Jan'11        |                                    | Pavilion                                      |       |
| Speed indicator road sign device                  | 2,295   | Jan'10        |                                    | Pavilion / or at sites around village         |       |
| Hedge trimmer (petrol) Ryobi RHT2660R             |         | Feb'13        |                                    | Pavilion                                      | -115  |
| Dennis FT510 Mower and Cartridges                 | 7897    | Sep'18        |                                    | Pavilion                                      |       |
| Stihl Strimmer model FS 91 X2                     | 600     | Jun'19        |                                    | Pavilion                                      | 600   |
| Stihl Hedgecutter model HS45 24"/60cm X2          | 456     | Jun'19        |                                    | Pavilion                                      | 456   |
| Stihl Blower model B600                           | 491     | Dec'19        |                                    | Pavilion                                      | 491   |
| Vacuum pavement machine                           | 3,000   | Nov'12        |                                    | Pavilion                                      |       |
|   | 918,366 |               |                                    |   |       |
|   |         |               |                                    | 7,047   |       |



# Euxton Parish Council

Internal Audit Report 2019/20

**Euxton Clerk**  
JDH BUSINESS SERVICES LTD

The internal audit of Euxton Parish Council is carried out by undertaking the following tests as specified on the Annual Return for Local Councils in England:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year end testing on the accuracy and completeness of the financial statements

### **Conclusion**

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan overleaf.

As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

**J D H Business Services Ltd**

## ACTION PLAN

|   | ISSUE   | RECOMMENDATION  | FOLLOW UP - Clerk   |
|---|---|---|---|
| 1 | <p>The AGAR is incorrect as follows:</p> <ul style="list-style-type: none"> <li>- Box 1. 2019/20 balances brought forward of £364789 does not agree to box 7 2018/19 balance carried forward of £364769. The correct figure is £364769.</li> <li>- 2018/19 Fixed assets comparative in both the RBS output and the AGAR of £771845 is incorrect. As this is the 2017/18 fixed asset figure. The correct 2018/19 comparative is £908443</li> </ul>       | <p><i>The AGAR accounts should be corrected as noted.</i></p> <p><i>The fixed asset value in the RBS ledger should be corrected for 2018/19.</i></p>                                  | <p><b>This is a transposition of the numbers in Internal Auditors draft - corrected prior to submission to External Auditor</b></p> <p><b>Transposed the incorrect figure in Internal Auditors draft – corrected for submission to External Auditor</b></p> |
| 2 | <p>The Financial Regulations (FRs) state the following:</p> <p><i>4. BUDGETARY CONTROL AND AUTHORITY TO SPEND 4.1. Expenditure on non-routine revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by: • the Council for all items over £500 (except as provided in para 4.5); • a duly delegated committee of the Council for items up to £500.</i></p> | <p><i>The council must resolve the inconsistency of the Committee ‘Authority to Spend’ between the Financial Regulations and the Terms of Reference of the Leisure Committee.</i></p> | <p><b>This will go on a future agenda. The SOs are contradictor to the Committee TORs and if not corrected will prevent committees from running efficiently and contradict the need for a committee</b></p>   |

|   | <b>ISSUE</b>  | <b>RECOMMENDATION</b>  | <b>FOLLOW UP - Clerk</b>   |
|---|---|--|--|
|   | Therefore a duly delegated committee only has the authority per the FRs to commit the council to up to £500 of expenditure. However, the actual terms of reference of the Leisure Committee delegates authority to spend up to the totals in each of the allocated leisure budgets and has therefore committed the council to material expenditure items in the year, for instance, the £12580 Primrose Play Area contract and the £11639 Skate Park Lighting contract. |  |  |
| 3 | There is no annual budget for interest receivable.  | <i>An annual budget should be set for interest receivable as the expected income can be forecast.</i>  | <b>This can be done but, as interest at the moment is so low, changing so often and interest is not relied upon by the Council the Clerk would argue this is work which is not necessary. Expected income is listed and can be itemised which will cover this point.</b> |
| 4 | There are eleven bank accounts in operation as well as a CCLA deposit account.  | <i>The council should consider rationalising the number of bank accounts to reduce administration.</i> | <b>The Council made a decision to spread its money with different organisations (Banks) up to the FSCS limit for Parish Councils. If Council wish to consolidate – this would need to go on a future agenda.</b>   |

|                               | ISSUE   | RECOMMENDATION  | FOLLOW UP - Clerk  |
|-------------------------------|---|---|--------------------|
| <b>2018/19 internal audit</b> |   |   |                    |
| 1                             | <p>The reserves analysis provided for internal audit, produced from the RBS ledger, was not correct as follows:</p> <ul style="list-style-type: none"> <li>- Earmarked reserves did not disclose the correct values council had set for each earmarked reserve</li> <li>- The CIL reserve did not agree to the separate analysis that is maintained of CIL income and expenditure and c/f reserves</li> <li>- The general reserve was incorrectly stated</li> </ul> | <p><i>The RBS ledger should be corrected to show the accurate balances for general reserves and each earmarked reserve and the CIL reserve.</i></p> <p><i>The CIL reserve per the RBS ledger should be reconciled annually to the separate analysis maintained of CIL income and expenditure.</i></p> | <b>Implemented</b> |
| 2                             | <p>Review of the council insurances identified that the current level of Fidelity Insurance of £350k did not cover the maximum projected cash and bank balances, calculated as year end cash and bank balances plus the next precept instalment, which is £520k.</p>  | <p><i>The council should increase the level of fidelity insurance to cover maximum projected cash and bank balances.</i></p> <p><i>The adequacy of fidelity insurance should be reviewed as part of the annual risk assessment.</i></p>   | <b>Implemented</b> |

|   | <b>ISSUE</b>   | <b>RECOMMENDATION</b>  | <b>FOLLOW UP - Clerk</b> |
|---|--|--|--------------------------|
| 3 | <p>The council has made substantive progress on implementing the requirements to comply with the Data Protection Act 2018 and GDPR. However, we noted that an internal privacy notice for staff had not been implemented.</p>  | <p><i>An internal privacy notice should be adopted and provided to all staff</i></p>   | <b>Implemented</b>       |
| 4 | <p>The Financial Regulation wording in section j.) for quotations is ambiguous. The FRs state that for contracts below £25000 there should be three quotations (priced descriptions of the supply), but also specify that the council will strive to obtain 3 estimates where the value of a contract is below £25000 and above £1000. The NALC model FRs on which these are based have three levels of rigour for contracts depending on three financial thresholds: tenders for above a certain threshold, then three quotations required for the next threshold, and for the lowest threshold, the council will strive to obtain three estimates.</p> | <p><i>The council should review the NALC model FRs with regard to contracts and revisit the wording of the FRs to ensure it is clear what the procurement requirement is for each contract threshold</i></p> | <b>Implemented</b>       |

|   | ISSUE | RECOMMENDATION | FOLLOW UP - Clerk |
|---|-------|----------------|-------------------|
| <p><b>IMPORTANT GUIDANCE NOTE</b><br/> <b>INTERNAL AUDIT CERTIFICATE in the AGAR</b></p> <p>There is a new internal control objective (Objective L) in the 2018/19 internal audit certificate that requires internal audit to conclude on whether the Public Rights Notice during the <b>previous Summer</b> was compliant with the Regulations. This is pre-filled for 2018/19 but in order to test this and conclude YES or NO for the 2019/20 internal audit we would need to receive with the 2019/20 books and records:</p> <ul style="list-style-type: none"> <li>- A copy of the completed 2018/19 Notice of Public Rights and Publication of the Unaudited Annual Governance and Accountability Review</li> <br/> <li>- A dated photograph showing the first day of the Notice of Public Rights on the noticeboard and/or a dated computer screenshot showing the first date of the Notice of Public Rights on the website for 2018/19</li> </ul> <p>Our approach to this new requirement will be to conclude NO if we have not received the above evidence and explain on the AGAR that we received insufficient evidence to be able to conclude YES; we would also conclude NO if the dates advertised were not compliant with the Regulations.</p> <p>This will be a new ongoing requirement for internal audit, as well as verifying whether certain smaller councils meet the exemption criteria from an external audit. Therefore, for the 2019/20 internal audits there will be additional time charged at a fixed fee of £9 + VAT per local council to complete the new requirements.</p> |       |                |                   |

## Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

EUXTON PARISH COUNCIL  
ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

|   | Agreed |     | 'Yes' means that this authority:   |  |
|---|--------|-----|--|--|
|   | Yes    | No* |  |  |
| 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.  | ✓      |     | <i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>   |  |
| 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.  | ✓      |     | <i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>   |  |
| 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. | ✓      |     | <i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>   |  |
| 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.   | ✓      |     | <i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>   |  |
| 5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.  | ✓      |     | <i>considered and documented the financial and other risks it faces and dealt with them properly.</i>  |  |
| 6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.  | ✓      |     | <i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i> |  |
| 7. We took appropriate action on all matters raised in reports from internal and external audit.  | ✓      |     | <i>responded to matters brought to its attention by internal and external audit.</i>   |  |
| 8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.                                  | ✓      |     | <i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>   |  |
| 9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.                         | Yes    | No  | N/A  | <i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i> |
|   |        |     | ✓  |  |

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

**Other information required by the Transparency Codes (not part of Annual Governance Statement)**

Authority web address

WWW.EUXTONCOUNCIL.ORG.UK AUTHORITY WEBSITE ADDRESS

## Section 2 – Accounting Statements 2019/20 for

EUXTON PARISH COUNCIL  
ENTER NAME OF AUTHORITY

|   | Year ending           |                       | Notes and guidance   |
|---|-----------------------|-----------------------|--|
|   | 31 March<br>2019<br>£ | 31 March<br>2020<br>£ |  |
|   |                       |                       | <i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>   |
| 1. Balances brought forward   | 139483                | 364,769               | <i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>  |
| 2. (+) Precept or Rates and Levies  | 159000                | 165190                | <i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>   |
| 3. (+) Total other receipts   | 228966                | 31263                 | <i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>   |
| 4. (-) Staff costs  | 58813                 | 72536                 | <i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i> |
| 5. (-) Loan interest/capital repayments   | 0                     | 0                     | <i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>  |
| 6. (-) All other payments   | 103867                | 93954                 | <i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>  |
| 7. (=) Balances carried forward   | 364769                | 394732                | <i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>   |
| 8. Total value of cash and short term investments                                   | 360105                | 377641                | <i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>   |
| 9. Total fixed assets plus long term investments and assets                         | 908,443               | 918076                | <i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>  |
| 10. Total borrowings  | 0                     | 0                     | <i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>  |
| 11. (For Local Councils Only) Disclosure note re Trust funds (including charitable) | Yes                   | No                    | <i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>   |
|   |                       | ✓                     | <i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>  |

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

7. To authorise the sealing of documents

7.1 Allotment Committee recommends the signing of the lease for the land off Euxton Lane for the creation of allotment plots

This document is available electronically if you want it emailing, please contact me but, I thought it too much to copy to everyone for this meeting due to it being through the Allotment Committee who spent a lot of time scrutinising and altering the document.

**Recommendation:** To accept the Allotment Committee's recommendation to sign the lease for the land off Euxton Lane, for the creation of allotments.

7.2 To co-sign the 'wayleave' document for access the main drain at Greenside land through Chorley Council from Westchurch Homes

This wayleave agreement is for the new housing site on the former mini football pitch at Greenside, being constructed by Westchurch, to link in to the main drain. The land runs under Euxton Parish Council's leased land from Chorley Council. I understand that this may appear to be 'a bit late' considering the work has already taken place at the pitches but the document also covers future maintenance and care. There is a wayleave fee of £13,600 which we believe EPC will receive half of.

This document is not circulated due to its size and content of large scale drawings, much of the agreement and plans are available for Councillors on the email if you request them from the Clerk.

**Recommendation:** To co-sign the document along with Westchurch Homes and Chorley Council.

7.3 To sign the agreement for the renting of car parking spaces at Greenside by Westchurch Homes

This agreement was discussed and agreed in principle, with adjustments (which were agreed to by Westchurch), at the 20 February meeting. The rental for the spaces will be (Five Thousand Four Hundred Pounds for the first 12 months with £450 per month thereafter).

The contractors have installed a new gate/fence system at the inner point of the first part of the car park, re-stoned the space behind the bowling green and created a stone walkway path from the edge of the hardstanding, alongside resident fences in to the construction site, painted yellow hatching square at each gateway, marked out and allocated spaces to residents.

**Recommendation:** To sign the document confirming the decision to allow Westchurch Homes to rent car parking spaces at Greenside for contracting/building workers and some resident parking.

### **Working party on Tree Preservation Orders.**

#### **Report recommending suggestions for further protection orders to be submitted to Chorley BC (CBC)**

1) A Tree Preservation Order (TPO) is an order made by a local planning authority in England to protect specific trees, groups of trees or woodlands in the interests of amenity. An Order [prohibits](#) the:

- cutting down
- topping
- lopping
- uprooting
- wilful damage
- wilful destruction

of trees without the local planning authority's written consent. If consent is given, it can be subject to conditions which have to be followed. In the Secretary of State's view, cutting roots is also a prohibited activity and requires the authority's consent.

2) The TPOs currently in force in Euxton can be seen on the CBC website by going to "My Chorley" (which puts up the maps of the borough) and clicking on "show contents/map layers/boundaries/Tree preservation orders". There is plenty of woodland and individual trees in Euxton which are not currently protected by Orders. It is tempting to seek blanket recognition of all of these trees. The Working Group has met with the Tree Officer for Chorley BC who appeared sympathetic to an application for a new order but who advised that such an application would be better received if some justification could be provided for the various component trees/woodland. The attached report seeks to provide this.

3) Many trees and areas of woodland would remain unprotected even if the recommendations on the attached report are all accepted. The recent proposals by various landowners for nearly all of Euxton west of the M6 to be allocated for development in the next Local Plan show that all woodland is vulnerable to some extent (although most such proposals are unlikely to be accepted) and it is tempting to suggest that it all should be protected. Such an approach would not provide the more specific justifications that the Tree Officer recommended. However, although there have been no suggestions from outside the Working Group for specific trees/areas to be included it is probable that our recommendations will stimulate suggestions for others to be put forward or, indeed, for more blanket coverage

4) The Working Group will review their recommendations in the light of the Council's consideration of this report.

## Location 1

Woodland alongside M6 motorway to the west and south of The Croft

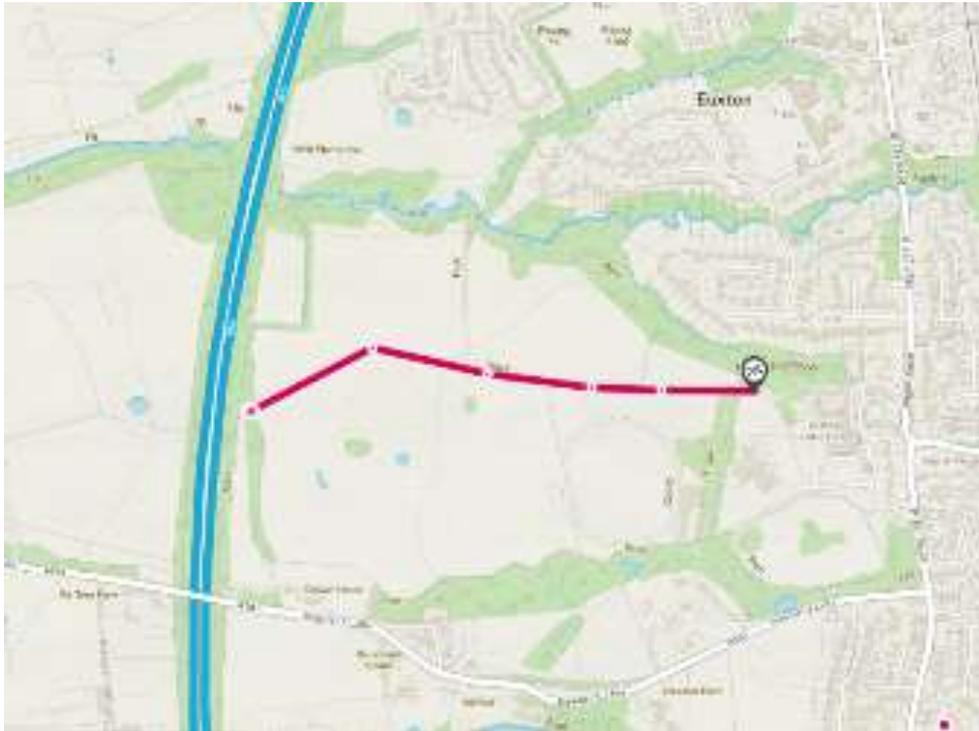


## Justification

Attractive mixed woodland that obscures direct views and oblique views of the M6 and its infrastructure. Extending the protection to cover the woodland adjacent to Runshaw Lane will also obscure views of the gas distribution station and Runshaw Lane as it rises to cross the motorway.

## Location 2

Avenue of trees from Euxton Hall to Dawbers Lane



Western length



Eastern Length

## Justification

This was once the carriage drive between Euxton Hall and Dawbers Lane (although in the earlier days of the Hall the drive turned a right angle to a lodge where the Dower House is now). The eastern length is on the line of the original drive and the western length (now curtailed by the M6) was present on 1890s Ordnance Survey maps.

Both sections are mainly oaks, those on the eastern section being generally more mature whilst those on the western section are more recent. The 'avenue' is attractive and visually interesting and help define a feature of Euxton's history

### Location 3

Single tree in the grounds of electricity sub- station on Wigan Road



### Justification

Once magnificent beech tree which was very severely cut back a few years ago. At least it was not taken down and might recover some of its previous presence if allowed to. The tree is important because it provides a tree presence that softens an otherwise unattractive and unrepresentative part of the residential area which is dominated by a car sales yard, an electricity sub-station, traffic sign and a large plain gable end to a row of terraced houses.

## Location 4

Woodland north of the River Yarrow between Pincock Brow and the M6 and, in particular, the 'island' between Pincock weir and the mill race/fish pass.



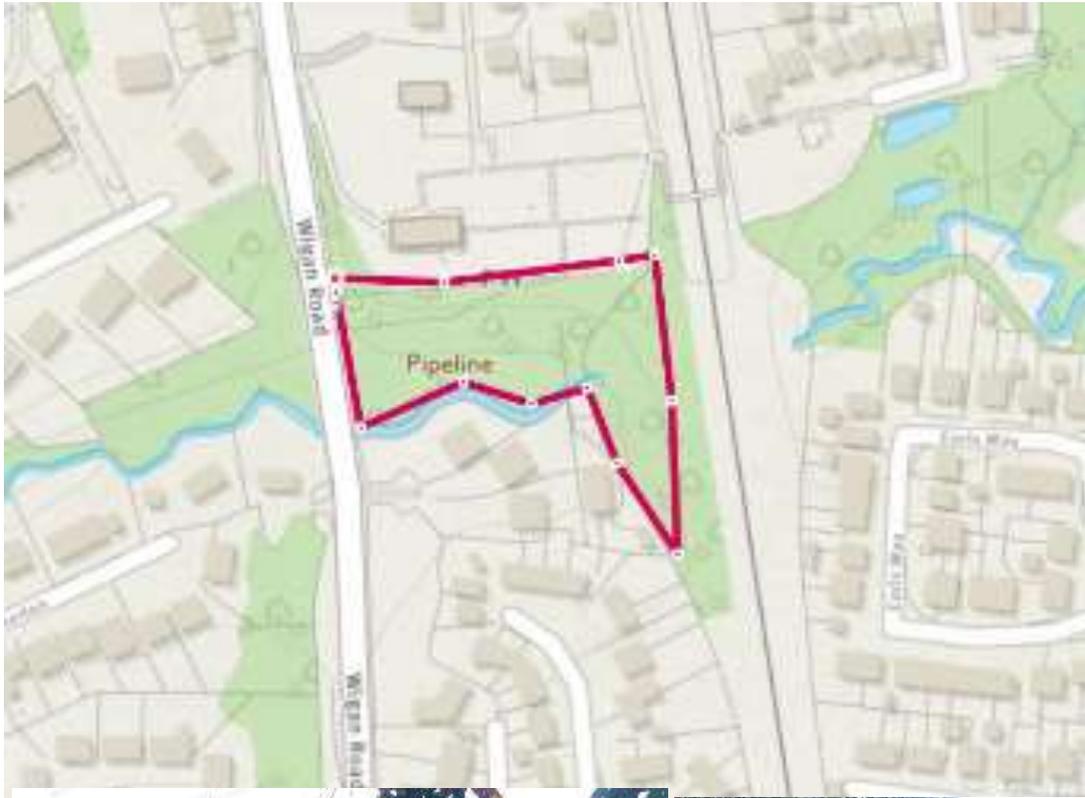
## Justification

Similar woodland south of the river in Charnock Richard is subject of extensive TPOs and yet has neither the amenity value nor the likely future pressure for development as that in Euxton. The Euxton woodland has increased amenity value as it is accessible by attractive footpaths and now has increased accessibility through the footpath connection between the river and Dawbers Lane through Armetriding Reaches. It enhances the Yarrow River wildlife corridor.

In particular the 'island' between the weir and the former mill race/fish pass is a very pretty, interesting, historical and accessible location. It also provides a wildlife 'bridge' across the river for some wildlife elements for which the river could be a barrier.

## Location 5

Woodland defined by Wigan Road, Euxton Parish Church graveyard, the railway and Chapel Brook



## Justification

Woodland west of Wigan Road and east of the railway is subject of TPO protection but this area, east of Wigan Road, does not. More than any other woodland this attractive mixed woodland gives an impression that the old part of Euxton is well wooded. Its amenity value is enhanced by virtue of its being accessible by a public footpath and because it obscures views of the railway and a large sewage pipeline

## Location 6

Trees at junctions of 1) Princess Way with Talbot Drive and Empress Way, 2) Princess Way with Regents Way (and nearby cul-de-sac) 3) the south east corner of the loop at Earls Way and 4) Countess Way and Balshaw House Gardens



## Justification

The trees and grass verges at these minor road junctions are the **only** pieces of green public realm within this large area of housing (roughly 500-600 houses between the railway and Washington Lane) and therefore play an especially important role in the local street scene

## **Location 7**

**Mature trees in front gardens on the southern section of Washington Lane**



## **Justification**

The western section of Washington Lane has a pleasant air of mature, tree lined suburbia. In fact, there are relatively few mature trees. These, possibly together with some of the smaller infill trees should be protected

## Location 8

Washington Lane, area of woodland east of the junction with Whinney Lane



### Justification

The entry into the built-up part of Euxton along Washington Lane passes through a pleasing 'gateway' of trees which has the second benefit of obscuring the untidy rear yards and buildings of the Lancashire Fire And Rescue Service Training Centre. The protection should cover the whole of this area.

## Location 9

Balshaw Lane near the junction with Highways Avenue



### Justification

These two trees, although of no great merit in themselves, serve the most desirable attribute, when in leaf, of obscuring the views of the side façade and rear access to the shops on Highways Avenue. These offer a most unattractive impression of one of Euxton's 'centres' from the busiest road passing through the village. In addition to protection, these trees should ideally be supplemented by more tree and/or shrub planting to obscure views still further.

9. Arrangements for future meetings and dates

During this unprecedented time due to Covid19, the meeting dates for the Council have been changed.

Normally Council would have met in each month except August and December but, due to there being a legal obligation to sign off the Annual Audit before a deadline, a meeting has been arranged in August.

Also in the last four years Council has held a December meeting to view the precept details and set the precept, previously this was always done at the January meeting. Previously, this was done at the January meeting.

The problem with the December meeting is that it is often the day after the Christmas carol singing event but also, the Tax Base figure which Chorley supplies is never available so part of the Council's precept setting is based on an estimate.

Added to these problems at the last precept, in 2019 Chorley consulted on changes to the precept system which were only emailed to us on the 24<sup>th</sup> December so, the assumptive figures we worked with at the December meeting were then completely changed due to Chorley introducing changes to the Chorley Council Tax Support (CTS) Scheme Consultation.

**Recommendation:** Council re-consider having a meeting in December to set the Precept and if accepted, agree to revert the Standing Order item 1.1 (which it amended in 2019 to include December) back to read that meetings will be "the third Thursday of each month except August and December".

With the Covid19 situation being still so movable, can Council discuss how soon it might want to revert back to 'face-to-face' meetings and/or whether it would like to consider holding virtual meetings until a particular month.

Venue – the community centre contacted Council early August to ask when Council might want to resume using the centre as they were reviewing if and how they can start to allow groups in over the coming weeks/months (excluding kitchen facilities) and asked whether WE would be able to carry out Covid cleaning after your hire.

The future meeting dates in the calendar are:  
17<sup>th</sup> September, 15<sup>th</sup> October and 19<sup>th</sup> November

**Recommendation:** Council to decide on whether to resume face-to-face meetings, as long as Government guidance allows, or which meetings might possible be virtual and to put the decision about face-to-face meetings back on the next agenda to see how the situation has changed in another month.