

MINUTES of the Full Council Meeting held 21 January 2021 at 7.15 pm via Zoom.

Present	Cllr P Fellows Cllr I Hamer Cllr C Jones Cllr E Jones Cllr J Matson Cllr A Oddy	Cllr R Peers Cllr K Reed (Chairman) Cllr D Rigg Cllr A Riggott Cllr G Sharples	Cllr V Thornhill Cllr H Tune Cllr S Walker Cllr B Williamson Cllr J Williamson
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Clerking: A Platt, D Platt
Members of the public 0

1. Apologies

Cllr P Preston

2. Declarations of Interest

Cllr Tune, as owner of a neighbouring property, declared a interest in a planning application 20/01382/FULHH.

3. Minutes of Council Meetings

Resolved: Minutes of the Full Council Meeting held on 19 November 2020 were agreed to be an accurate record and signed by the Chairman.

4. Public Participation

No items raised.

5. Statutory Business

Planning

20/01379/FUL Buckshaw Hall, Knight Avenue, Buckshaw Village - a request is to be submitted for a condition to be applied tying the development to investment in The Hall to ensure the refurbishment of The Hall.

21/00031/FULHH 66 Whitley Drive, Buckshaw Village - the standard response regarding loss of a parking spaces is to be submitted.

Resolved: Council agreed for these responses to be submitted to Chorley Planning.

6. Sealing of Documents and approval of associated works

6.1 Ginnel between Chiltern Avenue and Highways Avenue

Resolved: The Chairman was authorised to sign the Land Registry documentation for transfer of ownership.

As the surface of the ginnel is in a dangerous condition resurfacing works will be necessary immediately on taking ownership of the land. Quotations for resurfacing were considered.

Resolved: Council accepted the quotation from Contractor 2 of £5,500.

6.2 Diocese Land off Wigan Road

Resolved: The Chairman was authorised to sign the transfer documents.

Resolved: Council agreed the payment of the purchase price of £30,000 was authorised. A tree survey of the land is required as soon as possible to enable

any tree works to be carried out immediately on taking ownership. Quotations for surveys were considered.

Resolved: Council accepted the quotation from Contractor 1 of £860.

7. Financial Items

7.1 Approve Expenditures published

Resolved: Council approved the listed expenditures (see Appendix 1).

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

Resolved: Council received the reports.

7.3 Receive External Auditor's report

Resolved: Council received the report of the External Auditor, there were no actions arising from the report.

7.4 Receive the CIL update.

Resolved: Council received the update.

7.5 Precept 2021-2022

Resolved: Council agreed the draft budget and the precept figure of £165,389.00.

8. Committee reports or updates

8.1 All Purposes Committee - quotations for resurfacing the path between Highways Avenue and Balshaw Lane

Quotations were considered for work on parish council owned land.

Resolved: Council agreed the quotation from Contractor 2 of £7,634.

9. Improvements to the footpath network in the Parish

A report on suggested improvements to the footpath links in the West of the parish, together with a proposed letter to the Landowner were considered.

Resolved: Council agreed the drafted letter to the landowner suggesting the footpath improvements.

A proposal for the closure of Whinney Lane to all vehicles (other than emergency vehicles and access to properties) was considered. An amendment was tabled to allow cycles.

Resolved: Council agreed to submit a request to the Highways Authority for the closure of Whinney Lane to all vehicles (other than emergency vehicles, cycles and access to properties).

10. Matters for Information

The award of an MBE to a local resident in the Queen's Birthday Honours list was reported. Clerk to send a letter of recognition and congratulations with flowers.

Young people using the skatepark, not conforming with social distancing guidelines, were mentioned. The PCSO's are to be informed.

An increase in litter in Buckshaw Village was reported.

11. Exclusion of Press and Public

Resolved: Council agreed to exclude Members of the Press and Public pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Paragraph 1, Part 3 of Schedule 12A to the Local Government Act 1972. It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming business, item 12.

12. Personnel Committee

Reports from meetings of the Committee held on 12 November 2020, 8 December 2020, 15 December 2020 and 14 January 2021 were provided.

Resolved: Council noted all the recommendations of the Personnel Committee.

The Chairman declared the meeting closed.

8.20 pm

APPENDIX 1 to Minutes of 21 January 2021

7. Financial Items

7.1 Approve Expenditures published

Resolved: Council approved the listed expenditures (see Appendix 1).

List of Payments made between 20/11/2020 and 31/12/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/11/2020	Water Plus	189	21.68		Water at pavilion
20/11/2020	TESCO	200	41.00		Remembr/Christ
23/11/2020	Baker Ross	201	59.50		ECO birdbox proj
23/11/2020	Screwfix	202	22.97		Hardware/PPE
27/11/2020	Screwfix	203	109.95		PPE
27/11/2020	Nuts	204	9.60		PPE/hardware
27/11/2020	Nuts	205	17.25		PPE
30/11/2020	British Telecom	198	128.08		Telephony
01/12/2020	Easy Websites	208	80.40		Website/emails
15/12/2020	TESCO	206	30.00		Fuel
15/12/2020	ASC Timber Supplies Ltd	207	1.90		Hardware
15/12/2020	C&W Berry Ltd	210	89.76		Hardware
15/12/2020	Sam Croniken	211	600.00		Tree care
15/12/2020	Richard Campey Ltd	212	633.30		Mower service
15/12/2020	Plantscape Ltd	213	1,195.20		Christmas trees
15/12/2020	John Hy Mayor	214	432.00		Christmas tree
15/12/2020	Amazon	215	22.95		Cleaner
15/12/2020	Delivered NW	216	320.65		Newsletter del. Dec20
15/12/2020	Everglades Nursery	217	420.00		Living Christmas tree
15/12/2020	Suregreen Ltd	218	78.17		Green fencing
15/12/2020	Floristic	219	80.00		Christmas Wreath
15/12/2020	Water Plus	220	41.60		Water
15/12/2020	Wilko	221	11.50		Hardware
15/12/2020	HM Land Registry	222	3.00		Land search
15/12/2020	SM Sheet Metal Ltd	223	300.00		Repairs
15/12/2020	Parish Online	224	336.00		Mapping system
15/12/2020	Eccleston Electrical	225	217.20		Electric repairs
15/12/2020	Society of Local Council Clerk	226	208.00		Subscription
15/12/2020	C J Lyon	227	180.00		Drain jetting sk pk
15/12/2020	Various	228	1,617.45		Remuneration Dec 20 E1
15/12/2020	Various	229	702.13		Remuneration Dec 20 E2
15/12/2020	Various	230	777.80		Remuneration Dec 20 E3
15/12/2020	Various	231	884.24		Remuneration Dec 20 E4
15/12/2020	Various	232	642.19		Remuneration Dec 20 E5
15/12/2020	Various	233	598.00		Remuneration Dec 20 E6
15/12/2020	Various	234	153.60		Remuneration Dec 20 E7
15/12/2020	HMRC	235	1,013.14		Tax & NI Dec20
15/12/2020	Peoples Pension	236	171.74		Pensions
20/12/2020	Water Plus	209	21.68		Water
Total Payments			12,273.63		

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20/11/2020	Water Plus	189	21.88		Water at pavilion
20/11/2020	TESCO	200	41.00		Remembr/Christ
23/11/2020	Baker Ross	201	59.50		ECO birdbox proj
23/11/2020	Screwfix	202	22.97		Hardware/PPE
27/11/2020	Screwfix	203	109.95		PPE
27/11/2020	Nuts	204	9.60		PPE/hardware
27/11/2020	Nuts	205	17.25		PPE
30/11/2020	British Telecom	198	128.08		Telephony
01/12/2020	Easy Websites	208	80.40		Website/emails
15/12/2020	TESCO	206	30.00		Fuel
15/12/2020	ASC Timber Supplies Ltd	207	1.90		Hardware
15/12/2020	C&W Berry Ltd	210	89.76		Hardware
15/12/2020	Sam Croniken	211	600.00		Tree care
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15/12/2020	HM Land Registry	222	3.00		Land search
15/12/2020	SM Sheet Metal Ltd	223	300.00		Repairs
15/12/2020	Parish Online	224	338.00		Mapping system
15/12/2020	Eccleston Electrical	225	217.20		Electric repairs
15/12/2020	Society of Local Council Clerk	226	208.00		Subscription
15/12/2020	C J Lyon	227	180.00		Drain jetting sk pk
15/12/2020	Various	228	1,617.45		Remuneration Dec 20 E1
15/12/2020	Various	229	702.13		Remuneration Dec 20 E2
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15/12/2020	Various	232	642.19		Remuneration Dec 20 E5
15/12/2020	Various	233	598.00		Remuneration Dec 20 E6
15/12/2020	Various	234	153.60		Remuneration Dec 20 E7
15/12/2020	HMRC	235	1,013.14		Tax & NI Dec20
15/12/2020	Peoples Pension	236	171.74		Pensions
20/12/2020	Water Plus	209	21.88		Water
Total Payments			12,273.63		

Item 7.5

Draft budget report for 2021/2022 precept

Budget heads	Description	Budget 20/2021	Spend	Income	Balance	Committed expend. to end Mar21	Budget Balance	Carry Fwd	PRECEPT 2021 /2022
4000	Employees	90000	63339		26661	16000	10661		90000
4010	Payroll Services	1200	635		565	310	255		1200
4070	Mileage	3000	1662		1338	360	978		3000
4075	Employee Training	3000	208		2792	200	2592		3000
4080	General Office	5200	3771		1429	1400	29		5300
4081	Covid Response (see 310 below)		75		-75		-75		
4090	Communications	4100	3618	255	737	1110	-373		4100
4100	Insurance	3500	3115		385		385		3750
4120	Audit	1250	0		1250	1250	0		1500
4130	Legal Fees/Planning Investig	5000	280		4720	3000	1720		5000
4211	Councillor Training	250	0		250		250		250
4250	Grants	6000	2600		3400	2000	1400		6000
4260	Christmas Celebrations	3000	1727		1273		1273		3000
4300	Euxton Gala	1500	0		1500	365	1135		1500
4310	Road Safety/SPID	2500	0		2500	2250	250		2500
4320	Footways/cycleways	250	0		250		250		250
4340	Community Engagement	250	9		241		241		250
4350	ECO Projects	8000	180		7820	1500	6320		8000
4380	Heritage Projects	3000	1660		1340		1340		3000
4390	Defibrillator Project	4000	0		4000	3768	232		4000
4410	Monarch Passing	500	169		331		331		500
4500	Utilities	1400	663		737	400	337		1400
4510	Gardens/Planting	10000	2433		7567	7350	217		10000
4520	Allotments (non infa-struct)	17000	3707		13293	3025	10268	10268	5000
4530	Millennium Green	10000	368		9632	1500	8132		10000
4540	All Purpose Committee	2500	893		1607	1000	607		2500
4560	Multi/All Weather Greenside	1500	0		1500		1500	1500	
4570	Amenity/Open Space RRM	35000	5479		29521	6500	23021		35000
4581	War Memorial	500	316		184		184		500
						53288		11768	210500
Earmarked Reserved Funds									
320	Emergency Fund	22564	0		22564			22564	
321	Unspent Grants (inc tree,Covid)	12000	75		11925			11925	
330	Land Fund	65000	0		65000			65000	35000
340	Street Machines	4000	0		4000			4000	16000
350	Ransnap Brook	279	0		279			279	
360	Elections and Parish Poll Fund	3500	0		3500			3500	
370	CIL	209093	0		209093			209093	
380	Balshaw Villa	6522	478		6044			6044	
390	Greenside Parking Fund	1800	0		1800			1800	
								324205	51000
								335973	261500

Item 7.5

Calculations		Explanations
Bank	484,372	This is the balance of money in the bank
Less estimated spend to end March 2021	53,288	Projected spend to the end of this financial year
Less carry forwards/EMR Funds	335,973	All EMR funds and allocated funds/orders
Cash in hand	95,111	Balance of non-allocated funds
Draft budget request	261,500	Precept 2021/2022 column
Projected income	1,000	Money due in from invoices raised/non EMRs
Less the Cash in hand	95,111	Calculation from above, bank balance less spend/carry fwds etc
	165,389	Proposed precept amount

Previous years comparisons				Annual		
<u>Band D equivalent Calculations</u>	<u>Tax Base</u>	<u>change</u>	<u>Precept figure</u>	<u>Resident pays</u>	<u>% +/- paid by residents</u>	<u>Top Up</u>
2009 / 2010	3327.80		112340	£33.76		
2010 / 2011	3409.80		113200	£33.20	-1.66%	down 1.7% for residents
2011 / 2012	3527.20		107,990	£30.62	-7.78%	down 7.8% for residents
2012 / 2013	3656.90		104,270	£28.51	-6.87%	down 6.9% for residents
2013 / 2014	3597.38		101,171	£28.12	-1.37%	down 1.4% for residents
2014 / 2015	3759.46	162.08	104,817	£27.88	-0.86%	down nearly 1% for residents
2015 / 2016	3992.53	233.07	107,816	£27.00	-3.25%	down over 3% for residents
2016 / 2017	4116.64	124.11	100,323	£24.37	-9.74%	down over 9%
2017 / 2018	4295.49	178.85	150,944	£35.14	44.10%	raised over 44%
2018 / 2019	4437.48	141.99	159,000	£35.83	2%	rise of 2%
2019 / 2020	4674.28	236.80	165,190	£35.34	-1.10%	down
2020 / 2021	4709.96	35.68	164,142	£34.85	-1.50%	down
2021 / 2022	4791.8	81.84	165,389.10	£34.52	-0.95%	