

MINUTES of Euxton Parish Council full council meeting held on 18 January 2024 from 7.15pm at Annexe, Euxton PC Community Centre, Wigan Road, Euxton.

Present:	Cllr K Reed (Chairman)	Cllr P Morton	Cllr V Thornhill
	Cllr E Jones	Cllr A Oddy (late)	Cllr H Tune
	Cllr B Duckworth	Cllr R Peers	Cllr S Walker
	Cllr P Fellows	Cllr D Rigg	Cllr B Williamson
	Cllr I Hamer	Cllr A Riggott	Cllr J Williamson

Clerks: D Platt, L Hardman
 Members of the public: 1 and Cllr Platt

1. Apologies

Cllrs S Hoyle, C Parker

2. Declarations of Interest and Dispensation Considerations

Cllr D Rigg declared a person interest in the application 23/00937/CLPUD.

3. Minutes of Council Meetings

Resolved: Minutes of the Full Council Meeting held 16 November 2023 were agreed to be an accurate record and signed by the Chairman.

4. Public Participation

5. Statutory Business

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

Clerk updated that responses for the December planning list had been submitted.

The response to 23/00937/CLPUD was:

“Many of the properties have covenants which prevent the houses from storing caravans etc. The site for this will be prominent on the corner of the road, being seen from both the feeder road and estate road, it will be stored in front of the building line on both sides of the property.”

The definition of a Certificate of Lawfulness was raised – included below in Annex 1. 23/01112/CLPUD respond with standard B1 & B2c responses.

Resolved: Members agreed with the responses and required actions detailed above.

Councillor casual vacancy is currently being advertised – there have been no applications received yet.

6. Financial Items

6.1 Approve Expenditures for this month, and any submitted after the agenda.

Councillor asked about there being two payments but both for dog bags, Clerk responded that the large supply of a new design biodegradable, compostable and printed bags have a long production time and an interim supply was required.

Resolved: Council approved the listed expenditures (see Appendix 2).

Cllr Oddy arrive

6.2 Receive reports (income, bank reconciliation)

Resolved: Council received the reports.

6.3 Consider the Precept budget paper circulated and agree the precept
Council debated the budget lines, the rise compared to other much higher percentage rises, the uplift in the Euxton council tax base figure due to increased houses.

Resolved: Council agreed the budget and precept request for £185,571 which equates to £36.97 per band D household, an increase of 2.25% on last year (see Appendix 3 for full breakdown)

7. Consultation by Chorley Council: proposals to make changes to the Council Tax Local Discounts & Premiums Policy (circulated to Cllrs 11/12/23)

Council could not see that the changes for option C is encouraging to get houses back in to circulation as it allows the property owner more relief over a longer period.

8. Policy Review: Information & Data Protection Policy

Resolved: Council agreed for this policy to be adopted and published.

9. Matters for Information

None.

The Chairman declared the meeting closed.

8.11pm

APPENDIX 1

<https://main.chorley.gov.uk/article/1583/Lawful-Development-Certificates>

Lawful Development Certificates

What is a Lawful Development Certificate?

A Lawful Development Certificate (sometimes called a Certificate of Lawfulness) is a legal document confirming that a proposed or existing development is lawful in planning terms.

There are 2 types:

Proposed Use or Development

Existing Use or Development

Lawful Development Certificate: Proposed Use or Development

The law which sets out what can be built without planning permission (under permitted development rights) can be quite complex and some properties have had their permitted development rights removed.

To be certain if you need planning permission or not before you start work you can submit an application for a Lawful Development Certificate: Proposed Use or Development. If the Certificate is granted this provides you with a legal document that planning permission is not required.

If you think the development you are going to carry out does not need planning permission it is not compulsory to have a certificate before you start work. You may however wish to have one in case you come to sell your property in the future or to give you peace of mind before you start an expensive project.

You can [apply for a Lawful Development Certificate](#): Proposed Use or Development on the government's Planning Portal website. Select 'Lawful Development Certificate: Proposed Use' as the application type.

Such applications are not subject to public consultation. We will check whether what you are wanting to do meets the requirements of the law to not need planning permission and either grant or refuse a certificate.

Lawful Development Certificate: Existing Use or Development

This type of certificate provides legal proof that for example, an existing use of land, some development that has already taken place, or some activity being carried out in breach of a planning condition, is lawful for planning purposes. For example, an extension that was built without planning permission has now become lawful due to the amount of time that has lapsed since it was built.

You can [apply for a Lawful Development Certificate](#): Existing Use or Development on the government's Planning Portal website . Select 'Lawful Development Certificate: Existing Use' as the application type.

Further information

There is [more information on Lawful Development Certificates](#) on the GOV.UK website

List of Payments made between 17/11/2023 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
17/11/2023	EE Mobile & Broadband	224	94.04		Mobiles
17/11/2023	TESCO	225	10.00	Remembrance	TESCO
17/11/2023	Post Office Limited	226	75.00		Stamps
17/11/2023	Post Office Limited	227	112.50		Stamps
20/11/2023	Water Plus	202A	-0.09		Water
28/11/2023	Wickes	228	11.80		Repair mortar
29/11/2023	Amazon	229	20.47		Office
29/11/2023	Water Plus	230	27.19		Water - allotment
01/12/2023	Easy Websites	238	98.40		Website & Emails
01/12/2023	Livedrive Internet Ltd	239	25.00		Cloud
01/12/2023	Amazon	240	12.99		Office supplies
01/12/2023	Chorley Business & Technology	266	444.00		Office
04/12/2023	EE Mobile & Broadband	241	93.34		Mobiles
04/12/2023	The Print Quarter	242	105.00		Carol sheets
07/12/2023	Southern Electric	267	59.77		Electric
08/12/2023	Pole Green Nurseries	243	115.97		Plants
11/12/2023	Amazon	244	35.98		office/Christmas
11/12/2023	Peoples Pension	268	328.71		Pension
14/12/2023	Pole Green Nurseries	245	141.70		Plants
15/12/2023	Amazon	246	20.98		Christmas
18/12/2023	B&D Print Svs Ltd	231	1,592.00		Newsletter Dec23 Print
18/12/2023	Parish Online	232	336.00		Mapping software
18/12/2023	Euxton PC Community Centre	233	35.00		Rooms
18/12/2023	Eco Green Living Ltd	234	8,215.58		Dog bags Degrad/Printed
18/12/2023	G Burley & Sons Ltd	235	1,339.20		Christmas trees
18/12/2023	Various	236	6,880.43		December 24 Salaries
18/12/2023	HMRC	237	1,479.66		Tax & NI Dec 23
18/12/2023	TESCO	247	139.04		Christmas supplies
18/12/2023	Society of Local Council Clerk	248	229.00		Fees DP
18/12/2023	Leaflet Delivery UK	252	360.00		Decem newsletter
20/12/2023	Water Plus	269	51.13		Water
21/12/2023	RBS Bank	249	2.45		Charges
22/12/2023	Water Plus	270	32.93		Water at Allotment
27/12/2023	TESCO	250	-39.36		Christmas returns
28/12/2023	Plusnet	271	7.49		Mobile
28/12/2023	Southern Electric	272	300.18		Electric Greenside
31/12/2023	Unity Trust Bank	273	18.00		Bank charge
01/01/2024	Easy Websites	251	99.00		Website and emails
01/01/2024	Chorley Business & Technology	253	444.00		Office
01/01/2024	Plusnet	254	7.49		Mobile
18/01/2024	Ch & SR Shopmobility	255	1,000.00		Grant
18/01/2024	Coppull & Standish Brass Band	256	150.00		Christmas
18/01/2024	John Hy Mayor	257	516.00		Christmas tree
18/01/2024	Royal British Legion	258	150.00		Grant/wreaths
18/01/2024	Glenroyde Garden Nurseries	259	75.00		Plants
18/01/2024	JRB Enterprise Ltd	260	1,056.00		Dog bags
18/01/2024	Asda	261	20.14		Fuel

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18/01/2024	The Sign Shed	262	91.26		Signs
18/01/2024	Various	263	6,724.81		January 2024 salaries
18/01/2024	HMRC	264	1,541.85		Tax & NI Jan 2024
19/01/2024	RBS Bank	265	3.50		Charges

	Total Payments		<u>34,690.53</u>		
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Draft budget report for 2024/2025 precept

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Budget heads	Description	Budget 23/2024	Spend	Income	Balance	Est. Committed expenditure to end Mar24	Budget Balance	Carry Fwd	PRECEPT 2024 /2025	Notes on 'Committed' items
4000	Employees	110,000	73,296		36,704	36,648	56		110,000	
4010	Payroll Services	1,000	372		628	372	256		1,000	
4020	Office Premises	5,000	2,960		2,040	1,480	560	-	5,000	
4070	Mileage	3,000	1,857		1,143	920	223		3,500	
4075	Employee Training	3,500	177		3,323	350	2,973		3,000	
4080	General Office	5,300	3,734		1,566	1,500	66		5,500	
4090	Communications	4,300	2,914	679	2,065	3,042	-	977	6,000	Inc'd expected income £550
4100	Insurance	6,500	6,694	-	194	-	194		7,000	
4120	Audit	1,500	1,003		497		497		1,500	
4130	Legal Fees/Planning Investig	3,000	-		3,000		3,000		3,000	
4211	Councillor Training	500	35		465		465		500	
4250	Grants	6,000	3,194		2,806	1,150	1,656		6,000	ShopMob £1K/RBL
4260	Christmas Celebrations	1,500	15		1,485	600	885		2,500	
4300	Euxton Gala	4,500	3,829		671		671		1,500	
4310	Road Safety/SPID	1,000	-		1,000		1,000		1,000	
4340	Community Engagement (inc Calendar)	2,500	23		2,477		2,477		2,500	
4350	ECO/Trees/Foot/Cycle	5,000	-		5,000		5,000		10,000	
4380	Heritage Projects	2,000	-		2,000	1,990	10		7,000	
4390	Defibrillators	2,500	3,282	-	782	-	782		1,000	
4410	Major events (prev Coronation)	10,000	71		9,929		9,929		1,000	
4500	Utilities	3,000	2,020		980		980		3,000	
4510	Gardens/Planting	10,000	1,271		8,729		8,729		10,000	
4520	Allotments	15,834	3,112	3,306	16,028		16,028	16,028		
4530	Millennium Green	8,000	6,318	1,084	2,766	2,500	266			D moved into 4600
4540	All Purpose Committee	2,500	986		1,514		1,514		3,000	
4550	Balshaw Lane area 3 Renewal	-	-		-		-			D delete
4560	Multi/All Weather Greenside	4,750	1,644		3,106		3,106			D delete
4570	Amenity/Open Space RRM	40,000	11,814		28,186	14,250	13,936		45,000	now inc YV Walk/WarM order
4580	Street Machines	4,500			4,500		4,500		2,000	
4581	War Memorial	500			500		500		500	
4585	Yarrow Valley path system	5,000			5,000		5,000			D moved into 4570
4890	Chapel Brook	20,000			20,000		20,000			D moved into 4570
New 4600	Environmental Spaces/Improvements								36,000	Inc's MillGreen, Chapel Bk etc
						64,802		16,028	278,000	
Earmarked Reserved Funds										
320	Emergency Fund	22,564			22,564		22,564	22,564	2,436	
321	Unspent Grants (inc tree,Covid)	3,816			3,816		3,816	3,816		
330	Land Fund	80,000			80,000		80,000	80,000		
350	Ransnap Brook	279			279		279	279		
360	Elections and Parish Poll Fund	10,000			10,000		10,000	10,000		
370	CIL	62,102	164,299	162,911	60,715	5,000	55,715	55,715		EVFC
380	Balshaw Villa	6,132			6,132	-	6,132	6,132		
390	Greenside Parking Fund	5,400			5,400		5,400	5,400		
								183,906	2,436	
								199,934	280,436	

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Calculations		Explanations
Bank	322,127	This is the balance of money in the bank
Less estimated spend to end March 2024	64,802	Projected spend to the end of this financial year
Less carry forwards/EMR Funds	199,934	All EMR funds and allocated funds/orders
Cash in hand	57,391	Balance of non-allocated funds
Draft budget request	280,436	Precept 2024/2025 column
Projected income to 31 March 2024	2,474	Bank interest, contracts etc
Projected income 2024/2025	35,000	Bank interest, contracts
Less the Cash in hand	57,391	Calculation from above, bank balance less spend/carry fwds etc
	185,571	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 1709
2014 / 2015	3759.46	162.08	104,817	£27.88	-0.86%	down nearly 1% for residents 1709
2015 / 2016	3992.53	233.07	107,816	£27.00	-3.25%	down over 3% for residents 1709
2016 / 2017	4116.64	124.11	100,323	£24.37	-9.74%	down over 9% 1709
2017 / 2018	4295.49	178.85	150,944	£35.14	44.10%	raised over 44% 1709
2018 / 2019	4437.48	141.99	159,000	£35.83	2%	rise of 2% 1709
2019 / 2020	4674.28	236.80	165,190	£35.34	↓	1709
2020 / 2021	4709.96	35.68	165,411	£34.85	↓	1709
2021 / 2022	4791.80	81.84	174,291	£34.52	↓	1709
2022 / 2023	4914.50	122.70	174,291	£35.46	↑	rise 2.75% 1709
2023 / 2024	4927.60	13.10	178,158	£36.16	↑	rise of 2% 1709
2024 / 2025	5019.72	92.12	185,571	£36.97	↑	rise of 2.25%

Examples		
£36.88	is a 2% rise for residents or 71p extra per year	↑
£36.97	2.25% or 81p per year	↑
£37.06	2.5% or 90p per year	↑
£37.24	3% or £1.08 per year	↑