

# EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 17 April 2025, 7.15 pm start

**Annexe, Euxton PC Community Centre, Wigan Road, Euxton**

## A G E N D A

Doc. 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 of 20 March 2025
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 Councillor vacancies
  - 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 Expenditures for this month, and any submitted after the agenda Item 6.1
  - 6.2 Receive figures to 31 March 2025 Item 6.2
  - 6.3 Receive the CIL report to 31 March 2025 Item 6.3
7. Financial Regulations Item 7  
Review and approve the updated regulations
8. Standing Orders Item 8  
To approve the updating of two sections within the orders to correspond with the new Financial Regulations
9. 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.*

*D. Platt*  
CLERK

Published: 07/04/2025

Full Council meetings 2025: 15 May, 19 June, 17 July, 18 September, 16 October, 20 November

Newsletter deadlines: 08/05/25 for June issue; 07/09/25 for September issue; 07/11/25 for December issue; 07/02/26 for March issue;

Date, Valid, Ref	Description/Location (click to be directed to www)	Comment/Recommendation
Ref. No: 25/00277/CLPUD   Received: Fri 21 Mar 2025   Validated: Fri 21 Mar 2025	Application for a certificate of lawfulness for a proposed single storey rear extension (following demolition of existing conservatory) 11 Hillside Close Euxton Chorley PR7 6JB	No observations
Ref. No: 25/00266/TPO   Received: Mon 17 Mar 2025   Validated: Mon 24 Mar 2025	Application to works to a protected tree, Chorley Rural District Council TPO 1 (Euxton) 1968 - OAK (T1) CROWN THIN BY 20% AND CROWN RAISE TO 4 MTERS TO PROTECT THE HEALTH AND APPEARANCE OF THE TREE. 25 Cotswold Avenue Euxton Chorley PR7 6NR	Std A1
Ref. No: 25/00284/TPO   Received: Mon 24 Mar 2025   Validated: Mon 31 Mar 2025	Application for works to protected trees, Chorley BC TPO 3 (Euxton) 1981. T1 Ash - reduce stem heavily leaning into road by 30%. T2 Ash - reduce canopy over the road by 30%. Middle Lodge Euxton Hall Gardens Euxton Chorley PR7 6PB	Std A1
Ref. No: 25/00278/TPO   Received: Fri 21 Mar 2025   Validated: Mon 31 Mar 2025	Application to works to protected trees, Chorley BC TPO 6 (Euxton) 1991. T1 - Prune back to property boundary as per common law rights. T2 - Prune back to property boundary as per common law rights. 11 Cedar Avenue Euxton Chorley PR7 6BB	Std A1
Ref. No: 25/00133/FULHH   Received: Mon 10 Feb 2025   Validated: Mon 17 Mar 2025	Erection of timber boundary fence (1.8m to 2.05m in height) (retrospective) 10 Empress Way Euxton Chorley PR7 6QB	
Ref. No: 18/00640/DIS   Received: Thu 28 Jun 2018   Validated: Thu 10 Apr 2025	Application to discharge conditions 4 (existing and proposed ground levels and proposed building finished floor levels) and 5 (engineering, drainage, street lighting and constructional details of the streets) of reserved matters consent 18/00269/REMMAJ (Erection of 125 no. residential dwellings (including 60 affordable dwellings) and associated landscape and highway works (pursuant to outline permission ref: 14/00927/OUTMAJ) (Resubmission of 17/00767/REMMAJ) Group 1 Euxton Lane Euxton	No observations

## List of Payments made between 21/03/2025 and 31/03/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/03/2025	Edge IT Systems Ltd	363	429.00		IT allotments
25/03/2025	Elan City Ltd	364	2,700.00		Defib Runshaw Ln
25/03/2025	Play & Leisure Ltd	365	18.00		Parts
31/03/2025	Pole Green Nurseries	357A	3.00		Plants
31/03/2025	Various	359A	12.60		Salaries correction
31/03/2025	Water Plus	366	14.82		Allot. water
31/03/2025	SSE Energy Solutions	367	276.95		Electric Pav
31/03/2025	Bright HR	368	28.80		software
31/03/2025	Leaflet Delivery UK	360A	65.00		Newsletter Mar25
31/03/2025	Water Plus	369	84.60		Water
31/03/2025	British Telecom	370	171.55		Telephony
31/03/2025	Unity Trust Bank	371	9.15		Bank charge
31/03/2025	Viking Direct Ltd	351A	0.01		Correction
31/03/2025	Richard Campey Ltd	372	1,611.43		Mower Service
31/03/2025	Lebara Mobile	373	4.95		mobile
31/03/2025	Online Playgrounds	374	21.60		Parts
31/03/2025	Pole Green Nurseries	375	80.88		Plants
31/03/2025	Post Office Limited	376	3.75		return
31/03/2025	Post Office Limited	377	42.50		postage allot
31/03/2025	Online Playgrounds	378	-31.68		parts
31/03/2025	Various	359B	-25.20		salaries corrections
31/03/2025	Atlas Business Finance	379	53.18		Copies WFH 03/24-30/25
31/03/2025	Euro Digital Systems	380	43.07		Copies 01/25-03/25
31/03/2025	C&W Berry Ltd	381	87.43		Supplies
<b>Total Payments</b>			<b>5,705.39</b>		

## EXPENDITURE

Payments for April 2025

Date	Supplier	Description	£.
01/04/2025	1 Easywebsites	Website & Emails	96.36
01/04/2025	2 EE Mobile & BB	Office mobiles	110.30
01/04/2025	3 SSE	Elec S'port Rd	78.74
01/04/2025	4 Chorley Bus & Tech	Office rent	461.74
01/04/2025	5 Peoples Pensions	Pensions	266.82
04/04/2025	6 Pole Green	Plants	124.64
04/04/2025	7 Defib store	5 Pads & battery	678.00
04/04/2025	8 Burt Wesley & Sons Ltd	Clearance Allotment	336.00
04/04/2025	9 Rialtas	Software	243.60
04/04/2025	10 Lebara	Mobile	4.95
04/04/2025	11 RBS	Charges	3.50
21/04/2025	12 Salaries	Apr-25	6587.39
21/04/2025	13 HMRC	Tax & NI Apr25	2379.97
21/04/2025	14 Pole Green	Plants	31.16
21/04/2025	15 LCC	Sign	85.20
21/04/2025	16 Landlife Wildflowers	Seeds	89.50
21/04/2025	17 Scribe	Subscription	66.00
21/04/2025	18 Scribe	Set up	574.80
21/04/2025	19 Agrigem	Weed killer	150.47
21/04/2025	20 ICO	License	47.00
21/04/2025	21 LALC	Membership	1374.86
			13791.00

## INCOME

Date	Supplier	Description	£.
03/04/2025	ECC	Donation	280.00
08/04/2025	GoCardless	Allotment rents	2727.62
09/04/2025	GoCardless	Allotment rents	495.95
10/04/2025	GoCardless	Allotment rents	99.19
	Chorley Council	Precept	192364.00
	Chorley Council	CIL	37138.21
			233104.97

**ANNUAL RETURN**  
**FOR THE YEAR ENDED 31 MARCH 2025**  
**Euxton Parish Council**

**SECTION 2 - THE STATEMENT OF ACCOUNTS**

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer  Date

I confirm that these accounts are approved by the Council and recorded as council minute reference  Dated

Signed on behalf of the above Council (Chair)  Date

		<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
<b>1</b>	Balances brought forward	<b>307,847</b>	<b>290,180</b>	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.
<b>2</b>	(+) Precept or Rates and Levies	<b>178,200</b>	<b>185,579</b>	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
<b>3</b>	(+) Total other receipts	<b>187,814</b>	<b>149,329</b>	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
<b>4</b>	(-) Staff costs	<b>100,028</b>	<b>111,654</b>	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.
<b>5</b>	(-) Loan interest/capital repayments	<b>0</b>	<b>0</b>	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
<b>6</b>	(-) All other payments	<b>283,653</b>	<b>161,913</b>	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
<b>7</b>	(=) Balances carried forward	<b>290,180</b>	<b>351,521</b>	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
<b>8</b>	Total value of cash and short term investments	<b>242,332</b>	<b>325,208</b>	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.
<b>9</b>	Total fixed assets plus long term investments and assets	<b>1,159,066</b>	<b>1,109,041</b>	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.
<b>10</b>	Total borrowings	<b>0</b>	<b>0</b>	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

The following documents should accompany the accounts when submitted to the auditor:

- \* A brief explanation of significant variations from last year to this year in Section 2;
- \* Bank Reconciliation as at 31 March

# Report to Euxton Parish Council for 2024/25 Year

## Community Infrastructure Levy

### Overview of how to allocate CIL receipts to Local Communities / Parishes / Town Councils

Local authorities must spend the levy on infrastructure needed to support the development of their area, and they will decide what infrastructure is needed. The levy is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development.

The table below is a quick guide on how the CIL is allocated to Parish / Town Councils, or how it is allocated in the event of no Parish / Town Council.

Parish Council ✓ Neighbourhood Plan ✓ = 25% uncapped, paid to Parish	Parish Council ✓ Neighbourhood Plan ✗ = 15% capped at £100/dwelling, paid to Parish
Parish Council ✗ Neighbourhood Plan ✓ = 25% uncapped, local authority consults with community	Parish Council ✗ Neighbourhood Plan ✗ = 15% capped at £100/dwelling, local authority consults with community

Follow the link below for details on CIL allocations:

[Spending the Levy](#)

### CIL Overview

Civil Parishes:	28 October 2024 Total Payment Actual	28 April 2025 Total Payment Due	28 October 2025 Total Payment Forecast
Euxton	£22,391.11	£37,138.21	£0.00

### CIL Breakdown

CP Area	Planning App Ref	Amount Paid 01/04/24 – 30/09/24	Amount Received 01/10/24 – 31/03/25	Amount Expected 01/04/25 – 30/09/25
Euxton	20/01141/FULMAJ	£17,285.55	£0.00	£0.00
Euxton	20/01379/FUL Plot 4	£3,284.00	£0.00	£0.00
Euxton	24/00430/FUL	£795.59	£0.00	£0.00
Euxton	24/00226/FULMAJ	£1,025.97	£1991.60	£0.00
Euxton	21/01475/FULMAJ	£0.00	£3,049.54	£0.00
Euxton	23/00237/FUL	£0.00	£979.66	£0.00
Euxton	24/00995/FUL	£0.00	£1,120.40	£0.00
Euxton	22/00792/REMMAJ Phases A-R	£0.00	£29,997.01	£0.00

**Please note:**

- 1) A Manual Payment Voucher for the total amount of CIL due will be raised by no later than 28 April 2025.
- 2) Regarding the Community Infrastructure Levy, this report details monies to be paid and monies forecast. However, the forecast may change dependent upon instalments being defaulted / appeals / or developments notifying us of commencement / Late Payment Interest being applied etc.