



EUXTON PARISH COUNCIL

Meeting arrangements: Bowling & Boules Committee Meeting

Annexe Hall

Euxton PC Community Centre,
Wigan Road, Euxton

Wednesday, 1st February 2017 7.15 pm

A G E N D A

1. Apologies
2. Minutes of the last meeting
3. Invitation to Tender Documents (ITTs) (Item 3)
 - Set the timescales for sending out the ITTs
 - Deadline for return of ITTs
 - Decide on process for opening/evaluating
 - Set up small group for assessing the ITTs
4. Update: information received by JB regarding lease, s106, garages
5. Sewer route on site, update
 - Consider CCTV quotations and choose contractor
6. Building alterations, doors and canopy, update
 - Consider quotations for doors and choose contractor
 - Consider options for a canopy
7. Trees, TPO application update
8. Programming the works
 - Set up a programme for the order of the above works, approximate start weeks
9. Any other items to be considered

Bowling & Boules Committee

John Matson
John Caughey
Anne Caughey
Patricia Fellows
Chris Jones
John Bamber
Marilyn Bamber
Tony Reed
Katrina Reed
Alan Platt

D. Platt

CLERK

Published: 25/01/17

EUXTON PARISH COUNCIL

MINUTES of BOWLING & BOULES COMMITTEE meeting held 27 October 2016 at Euxton PC Community Centre, Euxton.

<u>Present</u>	Cllrs	J Bamber (Chair)	J Caughey	A Platt
		M Bamber	P Fellows	K Reed
		A Caughey	C Jones	T Reed

1. Election of Committee Chair

Resolved: Cllr J Bamber was elected to be Chair.

2. Election of Committee Vice Chair

Resolved: Cllr C Jones was elected to be Vice Chair.

3. Apologies Cllrs E Jones, J Matson.

4. Minutes of the meeting

Resolved: Minutes of the Committee Meeting on 3 March 2016 were agreed to be an accurate record, and signed by the Committee Chairman.

5. Election of Project Manager

Resolved: Cllr C Jones was elected as Project Manager.

6. Identify Project Elements and specifications

a) Bowling Green (Sport England) - see information sheets

Resolved: It was agreed the bowling green construction will follow the Sport England specifications.

It was recommended there should be a root boundary barrier installed along the West side of the green for the trees, paths only required South and North, East will have part of the hard-standing but may need repairs. Irrigation system not needed in the Green, contractor is to maintain through the first playing year and advise on after care, equipment etc.

b) Boules Court

This element was not in demand and it was felt it was not required at this stage, but can be installed later if required.

c) Fencing

Resolved: The fencing requirement will form part of the contract along with the Bowling Green, unless contractors are unable to supply.

d) Shelters

These will not be required until further on in the project so these were deferred.

e) Hard-standing/car park

The specification for the hard-standing was discussed, depth of 100mm to 150mm; lay terrain matting; lay and compact stone to form porous hard standing.

f) Entrance/gate

This work could be done alongside the construction of the bowling green.

g) Tree works

TPO work required a planning permission.

Resolved: The tree work was proposed to be undertaken as soon as possible after permission is gained by Sam Croniken.

h) Benches

EUXTON PARISH COUNCIL

These will not be required until further on in the project so these were deferred.

i) Green maintenance equipment

Storage suggestions were discussed, disabled toilet, access. Site visit agreed to view the current arrangements.

7. Formulate Tender Documents

Resolved: The JCT 2011 document will be ordered when required.

8. Invite Tenderers (Initial contact)

Resolved: To contact the contractors identified to ask if they wish to be included in the tender invitation. Identify elements in the contact.

Invite contractors for the bowling green and fencing elements, and, hard-standing element.

9. CBC Involvement

a) Lease – chase up lease.

b) Garages – request timescale and price.

c) S106 Grant – chase requesting update.

10. Budget – Consider Budget request from precept

Resolved: Agreed to request £8,000 for equipment and, £25,000 from CIL allocated to additional works such as disabled toilet, gate, storage and similar.

11. Any other items to be considered by this Committee

Chair will do an update for the newsletter in December.

No further business, the Chair closed the meeting.

9.00

Item 3

Euxton Parish Council (“EPC”) has planning permission for the development of a bowling green at a location off Greenside in Euxton. (Access from PR7 6BL) The development includes increasing the space available for the parking of users’ cars at the location when either the bowling green or the adjacent football pitches are in use.

The work outlined above will be separated into four distinct parts; the construction of the bowling green itself, the groundwork necessary to provide the additional parking, the provision of additional doors on the rear of the pavilion, and the relocation of the gate following the removal of the garages. The four parts will be the subjects of separate Contracts.

This letter is a formal ITT for the construction of a bowling green as set out below:

1. EPC requires the construction of a (**crow**n) bowling green with *approximate* dimensions of 30 metres x 30 metres.
2. The green is to be constructed on land to the rear (i.e. the north side) of the pavilion at the location.
3. The green must be constructed to the specifications set out in the *Sport England* document that accompanies this ITT. A drawing of the site is also included.
4. The boundaries of the bowling green and its path are to be as follows:
 - (a) Western edge: the line of the existing wooden fence
 - (b) Eastern edge: an existing white line on the car park
 - (c) Southern edge: the rear wall of the pavilion, other than at the south – western corner where the boundary shall be the line of the front of the pavilion extension.
 - (d) Northern edge: along a line parallel to, and 33.5 metres from, the rear of the pavilion.

At the south – eastern corner the corner is to be “cut off” to allow the passage of pedestrians and council – owned plant to pass. The “cut off” is to run from the corner of the pavilion at an angle of 135 / 45° across to the boundary fence on the eastern side.
5. The area outlined above is to be surrounded by a 1.8 metre high fence in a style illustrated by photographs that accompany this ITT. The fence shall include a (pad) lockable gate installed in the south eastern corner described above. The wooden fence on the western boundary is to be removed and replaced with new metal fencing along the same line. The gate is to be of sufficient width to allow the easy passage of such plant as is required to maintain the playing area, and must be “outward opening”, and hinged on the left hand side when viewed from outside the gate. There must be provision for fastening the gate open, and it must not obstruct access from the hard standing to the pathway along the side of the pavilion when thus fastened.
6. The playing area is to have a 1.5 metre wide path on its northern, eastern and southern side. There is no requirement for a pathway on the western side.
7. Particular attention must be paid to the provision of adequate drainage; to avoid additional recurring charges water should not be discharged into a drain; field drainage should be used, possibly interfacing with the drainage of the playing fields. If any bidder believes that adequate drainage cannot be achieved using field drains then EPC will consider a written submission detailing an alternative proposal.
8. Tenders must include a sum for the removal and disposal of the excavated spoil away from the site. Bidders must be aware that there is a perforated rubber “mat” under the grass that will need to be removed prior to the start of excavation work.
9. Bidders must be aware of the fact that there is a main drain running under the site at a depth of between 3 and 4 metres. EPC shall not be responsible for any damage

Item 3

occurring to the drain during the construction of the bowling green. A diagram indicating the line of the drain accompanies this ITT.

10. Prospective bidders may visit the site at any reasonable time without prior notification to the Council. If any prospective bidder wishes to discuss the requirements with Council representatives at the site than a site meeting will be arranged with other prospective bidders attending should they wish to do so.
11. Any questions that a prospective bidder may have must be addressed to the Clerk in writing; emails are permissible. Questions raised, and the answers to them, will be shared with other prospective bidders with all details of their originators removed.
12. Tenders must include the earliest date on which work could commence and the likely duration of the work. EPC recognises that bad weather *may* result in a delay in the completion of the work.
13. Tenders must include stage points if interim payments are to be considered. EPC reserves the right to retain a proportion of any payment for settlement at a later date subject to continuing satisfactory performance.
14. Tenders must be submitted in writing to the Clerk to Euxton Parish Council at the address at the top of this letter to arrive not later than XXXXXXXXXX. Any tender must be in a sealed envelope clearly marked "**Bowling Green**"; no other material must be included in the same envelope.
15. Any contract awarded will be in accordance with JCT standards. (**Check wording of this!**)
16. Any contract awarded will be subject to the successful contractor's acceptance of, and adherence to, Annex 6 to EPC's Health and Safety Policy, a copy of which accompanies this ITT.
17. EPC does not make any prior commitment to accept the cheapest or any of the tenders received.

Item 3

Euxton Parish Council (“EPC”) has planning permission for the development of a bowling green at a location off Greenside in Euxton. (Access from PR7 6BL) The development includes increasing the space available for the parking of users’ cars at the location when either the bowling green or the adjacent football pitches are in use.

The work outlined above will be separated into four distinct parts; the construction of the bowling green itself, the groundwork necessary to provide the additional parking, the provision of additional doors on the rear of the pavilion, and the relocation of the gate following the removal of the garages. The four parts will be the subject of separate Contracts.

This letter is a formal ITT for the necessary groundwork as set out below:

1. The area that is marked for additional parking is on the north side of the site, finishing at the line formed by the boundary fences to the rear of those properties built on Glencroft. (PR7 6BX) It is shown on the site plan that accompanies this ITT. A drawing accompanies this ITT.
2. Remove existing surface to approximately 300mm from boundary fence to a depth of 150 mm. The opposite (southern) boundary of the work is to be along a line 33.5 metres from, and parallel to, the rear wall of the pavilion on the site, and thus includes the existing footpath and part of the grassed area.
3. Remove the 2 sections of wooden fencing at the western side, adjacent to the electricity substation compound; the section along that fence may be excavated to a lesser depth and backfilled and compacted sufficiently for foot traffic only. The new surface must meet the existing path through the woods, i.e. extending beyond the line of the (removed) fence by approximately 1.5 metres.
4. Care must be taken during excavation work to ensure that no damage is done to any tree roots that might impair the long term viability of any tree; in particular damage that might destabilise any tree making it more likely to topple must be avoided.
5. Supply and fit suitable treated boundary edging.
6. Supply and fit suitable terrain matting.
7. Back – fill the excavation with 100 mm depth of M.O.T or similar material, and then with 50mm depth of small gravel which is then compacted.
8. Tenders must include a sum for the removal and disposal of the excavated spoil away from the site.
9. Prospective bidders may visit the site at any reasonable time without prior notification to the Council. If any prospective bidder wishes to discuss the requirements with Council representatives at the site than a site meeting will be arranged with other prospective bidders attending should they wish to do so.
10. Any questions that a prospective bidder may have must be addressed to the Clerk in writing; emails are permissible. Questions raised, and the answers to them, will be shared with other prospective bidders with all details of their originators removed.
11. Tenders must include the earliest date on which work could commence and the likely duration of the work. EPC recognises that bad weather *may* result in a delay in the completion of the work.
12. Tenders must be submitted in writing to the Clerk to Euxton Parish Council at the address at the top of this letter to arrive not later than XXXXXXXXXX. Any tender must be in a sealed envelope clearly marked “**Greenside Ground Work**”; no other material must be included in the same envelope.

Item 3

13. Any contract awarded will be in accordance with JCT standards. (**Check wording of this!**)
14. Any contract awarded will be subject to the successful contractor's acceptance of, and adherence to, Annex 6 to EPC's Health and Safety Policy, a copy of which accompanies this ITT.
15. EPC does not make any prior commitment to accept the cheapest or any of the tenders received.

5th DRAFT



(New entrance layout)

Existing hard standing

New Hard standing

1.5 metre path on North, East, and South sides.

Fence to follow existing white line on car park

33.5 metres

Bowling Green

Gate to Green

Broken red line indicates approximate line of foul water drain (3 – 4 metres below surface)

New fence to replace existing wooden fence

32 metres approx

Pavilion

**GREENSIDE RECREATION GROUNDS
BOWLING GREEN**

Not to scale

DRAIN SURVEYS - CCTV

Item 5

Bowling Green Project

	Company	Quote	
A		£325.00+vat this is based on the pipe/sewer no requiring cleaning prior to survey. The price does include a Wincan report and DVD of the findings.	Recommended by Mr Bethwaite
B		Crawler Unit to survey the drains due to the diameter being 225mm. Our costs for 1 man to attend for up to 2 hours which would be sufficient to complete the survey would be £300 plus vat.	
C		Quotation to carry out CCTV inspection on the foul sewer under proposed bowling green. To carry out inspection from pump station for a distance of approximately 50 metres to assess the condition of the drain prior to building works being carried out. Cost for CCTV inspection is £650 + VAT	
D		CCTV Survey, report, high performance jet vac tanker with crew, tipping charge £1109 + vat	Recommended by Eccleston PC

Creation of Bowling Green, boules pitch and parking at Greenside Euxton.

[John Bethwaite](#)

14/12/2016 10:25

To clerk@euxtoncouncil.org.uk Copy [Adele Hayes](#)

Hi Debra,

Adele Hayes, Principal Planning Officer, has forwarded your email enquiry to me in relation to your query over public sewers.

Building Over Agreements, usually apply to buildings, and under the protocol with all Building Control providers, Chorley Council included, we would supervise and pass judgement on works over sewers that are shallower than 3.0m below ground level and less than 300mm in diameter.

However I note from the Planning application that no building is to be erected over a sewer or within 3m of a sewer and so Chorley Building Control would not act in any capacity in relation to the sewer as there is no building being erected that would or may compromise an existing sewer.

I do acknowledge that engineering operations may be taking place over the sewer and United Utilities may have concerns, however the developer or contractor would need to liaise direct with them.

Under the Building Regulations, H3 to Approved Document H (Drainage) only applies to paved areas providing access to buildings, as there are no intended buildings to which Building Regulations would apply then we would have no control over any drainage associated with the car park.

At this time I can only suggest that the Parish Council make contact with United Utilities to determine what consultation process or consents are required.

If I can be of further assistance please do not hesitate to contact me.

Regards

John

John Bethwaite
Building Control Team Leader
Chorley Council

 01257 515241 |  chorley.gov.uk

Debra Platt
Euxton Parish Council
9 Ambleside Ave
Euxton, Chorley
PR7 6NX

Your Reference
Our Reference 4200015497
Date 29th December 2016

Dear Sir or Madam,

Thank you for your build over consultation, of 23rd December 2016 regarding the;

225 mm diameter foul water public sewer at an unconfirmed depth of 3.8 m which is recorded as being within 3m of the proposed structure at: Greenside Recreation Fields, Greenside, Euxton, PR7 6BL.

In consideration of the affected public sewer, **United Utilities have no objection to the development** but would request that all works satisfy the Approved Document's Guidance that supports the requirement of Part H4 of the Building Regulations.

The following guidance should be passed to the applicant/property owner;

What does this mean?

- Permission to build over or near the public sewer is not required from us based on the information you have submitted. However, we would still ask that you take the appropriate steps to protect the public sewer from your development and also protect your development from the public sewer should it ever fail.
- Please note you will be responsible for any damage to the public sewer caused by your development, even were our permission to build is not required.
- These protective measures can be found in the Building Regulations Guidance; electronic copies of the guidance can be found here:

<http://www.planningportal.gov.uk/buildingregulations/approveddocuments/downloads>

- Although your development may be exempt from these regulations, United Utilities would recommend that the guidance is followed as 'good practice' to ensure protection to the sewer and your development.

What do I need to do next?

- The most important thing is to establish the exact location and condition of the sewer as you should not build near to or over a sewer that is in poor condition. Furthermore this will help you be sure that your work will not lead to damage to the public sewer. Defects such as deformation (change in Shape) hair-line cracks, open/displaced joints are unlikely to cause the sewer to fail and will not normally require attention if the sewer remains the same. Once construction starts close to or over the sewer these defects could possibly cause the sewer to collapse. Work to rectify such issues post development can be both intrusive and expensive, the cost of which may be repayable to United Utilities by the applicant.
- You will need to appoint your own contractor who can contact our call centre on 03456 723 723 and request an 'Access Certificate' from the local Wastewater Network Engineer to get permission to survey the sewer.
- You may need to procure the services of a structural or civil engineer who can make sure that your proposals meet the other requirements of the Building Regulations including how to protect the sewer (Part H4) and how to protect your building from the sewer (Part A2 & A3). They will be familiar with these regulations and what needs to be done to satisfy them.

Other useful information.

- United Utilities provides the approximate location of its sewers according to its records. These records are not necessarily accurate or complete nor do they normally show the positions of every sewer, culvert or drain, private connections to the public sewers or the particulars of any private system. No person or company shall be relieved from liability for any damage caused by reason of the actual position and/or depths being different from those indicated.
- The applicant should carry out a site survey to determine the exact position of any underground assets prior to construction. Should the site survey identify any discrepancies the applicant should contact United Utilities Developer Services for further assistance as soon as possible.

Yours faithfully,

Kim Davies
Developer Services & Planning

Centre : X : 355019 Y : 419195

Date : 09/01/2017

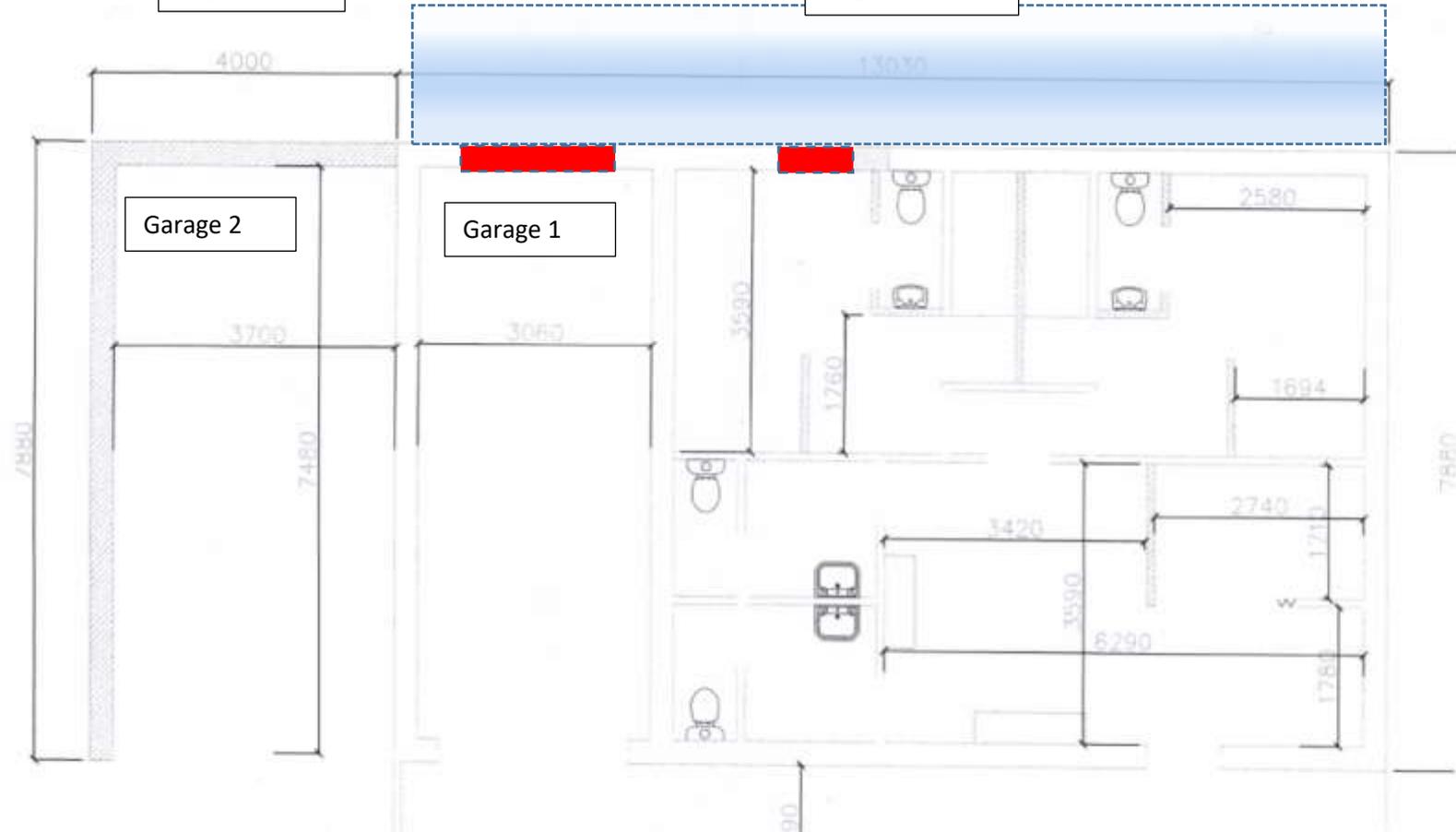
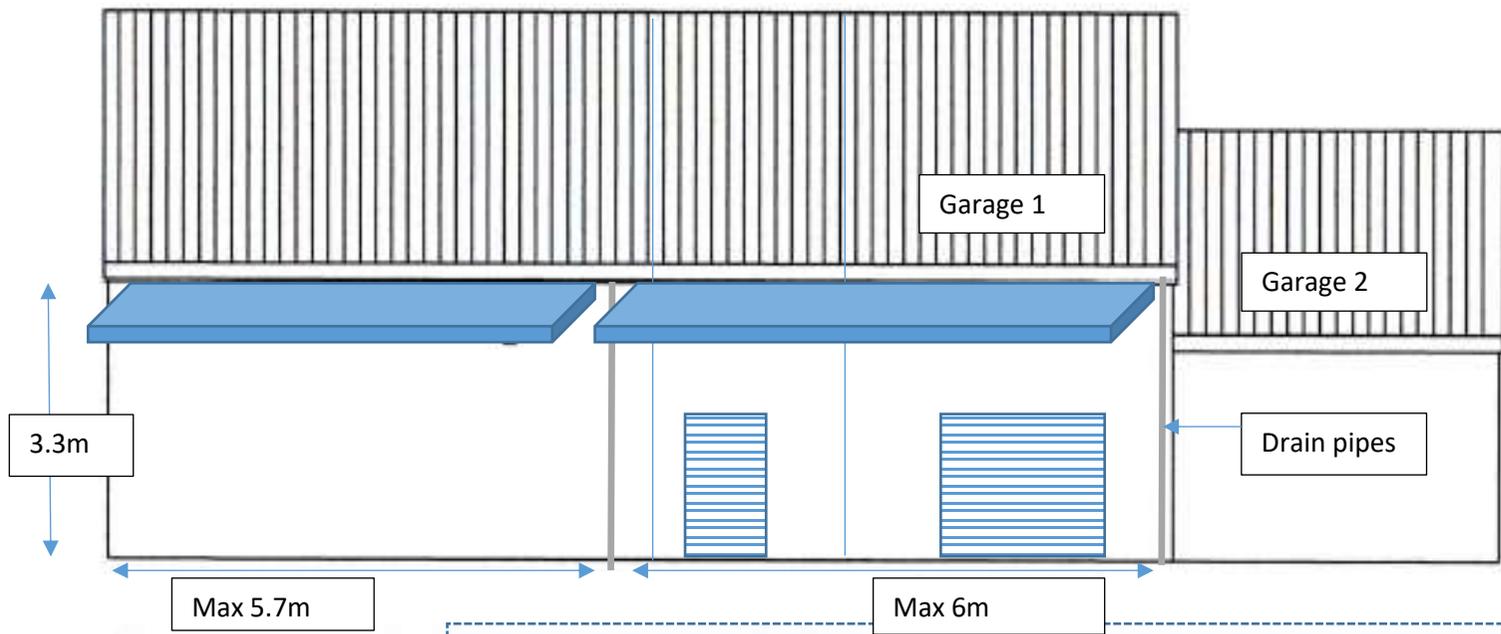
Scale Approx : 581



The position of the underground apparatus shown on this plan is approximate only and is given in accordance with the best information currently available. United Utilities Water will not accept liability for any loss or damage caused by the actual position being different from those shown.

Crown copyright and database rights [2016] Ordnance Survey 100022432.





PAVILION, GREENSIDE

Top plan is pavilion rear elevation.

Suggested canopy depicted here at approx. 1.5m out from building and across the back of the wall of the building.

Rear doorway, which is about half a doorway over from where the original rear doorway was (now blocked up)

Rear exit from back of Garage 1, shutter door to use for machinery such as mower/roller etc.

Bottom plan is pavilion overhead plan showing layout and depicting the proposed changes.

CARPORT 1.5M PROJECTION
★★★★★ (1 customer review)
£420-£965

Our 1.5m projection carport is perfect for covering a small area of your driveway. We offer many size, frame and polycarbonate tint options to suit your home and budget.

Length: 7.2m
Frame Colour: White
Polycarbonate Tint: Clear

£965

1 **ADD TO CART**

We're here to help!
For advice or information call us on **0345 241 7182**
Local rates apply from 011 London.
Alternatively visit our [Online Contact Page](#) below

CANOPY ACCESSORIES

- CANOPY LONGER POSTS**
£32-£40
- CANOPY EXTRA POSTS**
£45-£75

Canopies UK, Darwen



Date: 12 January 2017
Our Ref: 16/01079/TPO
Please ask for: Mr Ian Heywood

Euxton Parish Council
9 Ambleside Avenue
Euxton
Chorley
PR7 6NX

Planning Application

Dear Sir / Madam

Proposal: Trees within groups G1 and G2 of TPO no. 1 (Euxton) 2016: Prune back branches overhanging site of proposed bowling green.
Location: Playing Field To Rear Of Houses Greenside Euxton
Reference: 16/01079/TPO

Please find attached the Decision Notice in respect of the above application. The 'important notes' attached to the notice should be read carefully, they will help you to understand this decision, your rights and other things you may have to do.

Chief Planning Officer
Chorley Council

Page intentionally blank

CONSENT TO CARRY OUT TREE WORKS

Town and Country Planning Act 1990

Town and Country Planning (Tree Preservation) (England) Regulations 2012

Applicant:

Euxton Parish Council
9 Ambleside Avenue Euxton Chorley PR7 6NX

Application Number
16/01079/TPO

Date Received
17 November 2016

Proposed Tree Works:

Trees within groups G1 and G2 of TPO no. 1 (Euxton) 2016: Prune back branches overhanging site of proposed bowling green.

Location:

Playing Field To Rear Of Houses Greenside Euxton

Chorley Borough Council (the Local Planning Authority) gives notice of its decision to **Grant Consent for the above Proposed Tree Works**, subject to the following conditions -

1. The proposed tree works shall be completed within two years of the date of this decision.

Reason: The consent hereby granted is in recognition of the circumstances prevailing at the time of the application.

2. The tree works hereby permitted shall be undertaken in accordance with British Standard BS 3998:2010 or any subsequent amendment to the British Standards.

Reason: To safeguard the health and appearance of the trees being retained.

The decision has been made having regard to the Town and Country Planning (Tree Preservation) (England) Regulations 2012.

Signed:

Date: 12 January 2017

Chief Planning Officer, Chorley Council

Please read the notes attached to this notice carefully. They will help you to understand this decision, your rights and other things you may have to do. Further information is available at chorley.gov.uk/planning.

CONSENT TO CARRY OUT TREE WORKS

Important Notes

1. This decision is to grant consent to carry out tree works. No work may be carried out until all conditions which may have been imposed are satisfied as required.
2. This decision is to grant consent to carry out tree works only. This decision does not imply or grant any other form of consent or approval which may separately be required under the Planning Acts or any other Act, Byelaw, Order or Regulation. Nor does it convey the consent of any landowner or landlord. This permission is not:
 - i) an approval under the Building Regulations;
 - ii) a Listed Building Consent or Conservation Area Consent for demolition or other works;
 - iii) a consent to display advertisements;
 - iv) a consent to top, lop, prune, fell or carry out any other works to a protected tree or a tree in a Conservation Area;
 - v) an authority to close, divert, or in any way block a public footpath, a public bridleway or public highway.
 - vi) an authority to carry out any works within the public highway (e.g. to form or alter a footway crossing);
 - vii) an indication that the requirements of any other legislation (e.g. public safety, pollution control or food hygiene) have been satisfied.
3. This permission is for the tree works specified only. Carrying out of a different form of tree works could result in legal action. You should therefore seek advice in writing from the Development Control team on any proposed amendment or alteration.
4. Certain animals species (e.g. Barn Owls) are afforded special legal protection under the Wildlife and Countryside Act 1981. It is an offence to intentionally disturb such protected species.
5. If you are building or carrying out excavation in the vicinity of other buildings you may have a duty under the Party Wall Act 1996 to notify the owner of that property of your intentions.
6. You can usually appeal to the Secretary of State for Communities and Local Government against conditions imposed by the Council. Further details are below. However, it may help to discuss the position with Council officers first.
7. We aim to provide a fair and helpful service. Should you be unclear about any aspect of this decision, wish to discuss the decision, are concerned that the application was not dealt with properly, or have any comments on the Council's planning service, please [contact us](#).

Statement of applicant's rights in accordance with article 22 of The Town and Country Planning (General Development Procedure) Order 1995

Appeals to the Secretary of State

8. If you are aggrieved by the decision of your local planning authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State for Communities and Local Government under Section 78 of the Town and Country Planning Act 1990. You must do so within six months of the date of this notice. The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

You can appeal online at www.planningportal.gov.uk/pcs to complete an appeals form which you can get from the Planning Inspectorate, Room 3/18A Eagle Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN (Direct Line: 0117 372 8562). The Inspectorate will publish details of your appeal on the Planning Portal website. This may include a copy of the original planning application form and relevant supporting documents supplied to the local authority by you or your agent, together with the completed appeal form and information you submit to the Planning Inspectorate. Please ensure that you only provide information, including person information belonging to you that you are happy will be made available to others in this way. If you supply personal information belonging to a third party please ensure you have their permission to do so. More detailed information about data protection and privacy matters is available on the Planning Portal.

- The Secretary of State need not consider an appeal if it seems to him that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice, the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by him.

Purchase Notices

- If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council (District Council, London Borough Council or Common Council of the City of London) in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.