

HEAPEY PARISH COUNCIL

MINUTES of the Annual Meeting held on 15 May 2018 at 7.30 pm in St Barnabas Church, Heapey.

Present Cllrs C Grunstein (Chairman), G France, M Osborne and J Ross-Mills.

18.33 Election of Chairman

Resolved: Cllr C Grunstein was elected as Chairman for the forthcoming year.

The Chairman's Declaration of Acceptance of Office was received.

18.34 Councillor Vacancies

An application for co-option to fill a vacancy left unfulfilled at the election by reason of insufficient nominations was considered.

Resolved: Mrs Margaret Osborne was co-opted.

18.35 Acceptance of Office/Code of Conduct

Member's Declarations of Acceptance of Office were received.

18.35 Election of Vice Chairman for 2013-2014

Resolved: Cllr Osborne was elected as Vice Chairman for the forthcoming year.

18.36 Appointment of Representatives to Outside Bodies

Chorley Liaison Forum - Cllr Ross-Mills

Chorley Council Eastern Parishes Neighbourhood Area Meeting - Cllr Grunstein

Chorley Council Equality Forum - Cllr Grunstein

Heapey and Wheelton Charity Trust - Mr D Berry

Heapey and Wheelton Village Hall Committee - Cllr Allen

Heapey and Wheelton War Memorial Trust - Mr D Berry

LALC Chorley Area Committee - Cllr Ross-Mills

Rivington and Brinscall Local Advisory Group - Cllr Osborne

18.37 Apologies for Absence

None received.

18.38 Declarations of Interests

Cllr Osborne, as a relative of a consultant, declared a pecuniary interest in planning application 18/00262/FUL, which formed part of agenda item 7.

18.39 Minutes of the Meeting held on 6 March 2018

Resolved: the Minutes (as circulated) were approved and signed by the Chairman as a correct record.

18.40 Public Participation

No items raised.

18.41 Planning Matters

The following applications were considered:

18/00262/FUL Conversion of existing stone barn to dwelling with associated garden area, including raising of ridge height by 1.5m, rear and erection of detached garage (resubmission of 17/00003/FUL) at Higher Garstang House Farm, Chapel Lane.

18/00418/FULHH Erection of a detached outbuilding/summerhouse at 3 Heapey House, Heapey Road.
Councillors had no objections to the applications.

18.42 Financial Matters

- i) Evidence of receipt of the precept from Chorley Council was noted.
- ii) Resolved: the financial update for the year ended 31 March 2018 was approved and signed by the Chairman.
- iii) Resolved: the financial update was received and accepted and signed by the Chairman.
- iv) A request from North West Air Ambulance Charity for a grant towards operating expenses was considered.

Resolved: a grant of £200 was awarded.

Councillors considered requests for payment to the Council.

Resolved: the following payments were approved.

£ 15.00	Heapey Parish Church	Room hire
£ 390.78	Employee 1	Salary
£ 97.60	Inland Revenue	PAYE
£ 135.42	Lancashire Association of Local Councils	Annual subscription
£ 1.23	E.on	Christmas lights electricity
£ 250.00	Bowland Pennine MRT	Grant
£ 70.50	DWG (NW)	Grass cutting
£ 257.60	Zurich	Annual insurance premium

18.43 Internal Audit

- i) Councillors discussed the appointment of an Internal Auditor in accordance with guidance provided within Governance and Accountability for Smaller Authorities in England.

Resolved: Mrs A Partington was appointed.

- ii) The fee for the Internal Audit was considered.

Resolved: the fee was set at £35.00.

18.44 Annual Return for the Year Ended 31 March 2018

Councillors considered the Annual Return for the year ended 31 March 2018.

Resolved: the Asset Register was approved and signed by the Chairman.

Resolved: the Annual Governance Statement was approved and signed by the Chairman and Clerk.

Resolved: the Statement of Accounts was approved and signed by the Chairman and Clerk.

Resolved: the Certificate of Exemption was approved and signed by the Chairman and Clerk.

18.45 Silent Soldier Campaign

A suggestion to purchase a 'Silent Soldier' silhouette to place in the War Memorial grounds to mark the centenary of the end of the First World War was discussed. Councillors were in favour of the suggestion and Wheelton Parish Council is to be asked whether it wishes to take part either by co-funding the purchase or providing another silhouette.

18.46 Heapey Chase Flooding Issues

Lancashire County Council had cleared a culvert on Higher House Lane which had been blocked by tree roots and was leading to surface water causing problems on Merlin Close. No information relating to the ownership of Black Brook weir has been received

18.47 Parish Map

A final draft of the map was presented by the Chairman. A final proof read by other Members is required prior to the map being finalised ready for submission to the printer.

18.48 Litter Initiative

Information was provided on increased fines for littering and holding drivers responsible for litter thrown from vehicles. Chorley Council is to be asked to implement the higher fines.

It has been confirmed there are no layby's where bins could be sited within the parish.

18.49 General Data Protection Legislation

Information was provided on forthcoming changes to Data Protection laws which will require an action plan to be worked through to ensure compliance over the coming months.

18.50 Lancashire County Council Consultations

Consultations relating to the proposed reduction in funding for community transport in Lancashire and the proposed ceasing of routine streetlight inspections, with testing of streetlights and illuminated signs, due to the introduction of LED lighting, to be carried on a 10 year cycle rather than the current 5 year cycle were considered. The contents of both consultations were noted.

18.51 Reports from Outside Bodies

Eastern Parishes Neighbourhood Area meeting – the board walk for the public footpath in White Coppice has been completed. Ways of funding improvements to the road to White Coppice Cricket Club are to be looked into which may mean a delay for the nominated priority for the entrance marker for Heapey Chase.

18.53 Date of Next meeting

Tuesday 3 July 2018.

18.54 Exclusion of the Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Councillors considered the exclusion of members of the press and public for the following item on the grounds that the item comprised information relating to the financial or business affairs of any particular person and, in accordance with Part 1 (4) of Schedule 12A to the Local Government Act 1972, is exempt from public disclosure.

Resolved: due to the confidential nature of the business to be transacted, Members of the press and public were excluded for the consideration of the following item.

18.55 Personnel Matters

The Clerk's hourly rate was increased in accordance with the National Joint Council for Local Government Services 2018-2019 National Salary Award

There being no further business the Chairman declared the meeting closed.