

EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 15 November 2018, 7.15 pm start

Annexe, Euxton PC Community Centre, Wigan Road, Euxton

A G E N D A

Page 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
Council Minutes of the last meeting, approve their signing as a correct record Item 3
4. Statutory Business
Planning - Consider planning report from Lead Member for Planning, approve responses and ratify responses made between meetings or to meet deadlines Item 4
5. Public Participation
Matters brought to the Parish Council by residents. Residents will have twenty minutes set aside during which each resident shall have three minutes.
6. Financial Items
 - 6.1 Approve Expenditures on report, and any submitted later Item 6.1
 - 6.2 Receive financial reports (Item 6.2a Income, 6.2b Reconciliation, 6.2c Budgets) Item 6.2
7. Committee Reports
 - 7.1 Leisure Committee – verbal update
 - 7.2 All Purposes Committee – verbal update
8. Consultations
 - 8.1 Chorley Electoral Boundary Review response – circulated 6/11/18 Item 8.1
 - 8.2 Chorley Local Plan Call for Sites - update Item 8.2
9. Review Contracts List
Review the contracts list Item 9
10. Matters for information
Receive or update on the 'Fault Reports Log' Item 10

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.

Full Council meeting dates 2018: 20 December.
2019: 17 January, 21 February, 21 March, 18 April, 16 May, 20 June, 18 July, 19 September, 17 October
Newsletter deadlines 5 November 2018 for December issue.
5 February 2019 for March issue; 2 May 2019 for June issue, 1 August 2019 for September issue;

D. Platt

CLERK

Published: 07/11/18

List of Payments made between 19/10/2018 and 30/11/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/10/2018	Peoples Pension	184	85.57		Pension contribs
22/10/2018	Rigby Taylor	185	192.90		Weed treatment
29/10/2018	Various	186	3.00		Telephony
29/10/2018	Various	187	3.29		Telephony
29/10/2018	Postage Solutions	188	18.85		Bags plastic
30/10/2018	British Telecom	189	108.51		Telephony
01/11/2018	Easy Websites	190	76.80		Website emails
09/11/2018	Office Furniture	203	254.40		2 tables for Library/Grant
15/11/2018	Studholme Bell Ltd	191	162.00		Salary services
15/11/2018	Lancashire County Council	192	134.56		MGreen art board
15/11/2018	Rialtas Business Solutions	193	142.80		Subscription annual
15/11/2018	Telltale Signs	194	216.00		Signs
15/11/2018	Society of Local Council Clerk	195	6.00		Ref. book
15/11/2018	Peoples Pension	196	91.29		Pension contributions
15/11/2018	Various	197	1,667.73		Remuneration Nov18 E1
15/11/2018	Various	198	808.07		Remuneration Nov18 E2
15/11/2018	Various	199	832.30		Remuneration Nov18 E3
15/11/2018	Various	200	798.16		Remuneration Nov18 E4
15/11/2018	HMRC	201	772.16		Tax&NI Nov18
15/11/2018	Various	202	426.00		ELF - Eux Lib Friends Grant
15/11/2018	various Ch Couch	204	490.00		Grant to Couch to 15k
15/11/2018	Coppull & Standish Brass Band	205	125.00		Grant to Youth Band
15/11/2018	various Euxton Gala	206	260.00		Grant to EuxGala
15/11/2018	Coppull & Standish Brass Band	207	125.00		Christmas band
15/11/2018	Various	208	45.00		E3 workwear
Total Payments			7,845.39		

Current Bank A/c

Receipts received between 01/10/2018 and 30/11/2018

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 10/10/2018	250.00						
	Lancashire CC	250.00			1570	200	250.00	PROW grant
	Banked: 15/10/2018	37.33						
	Santander	37.33			1080	220	37.33	Interest
	Banked: 19/10/2018	300.00						
	Rowland Homes	300.00			1090	120	300.00	Advert
	Banked: 19/10/2018	27,205.63						
	H M Revenue VAT Office	27,205.63			515	999	27,205.63	VAT Reclaim 1/4-30/9/18
	Banked: 26/10/2018	43,989.87						
	Chorley BC	43,989.87			1620	220	43,989.87	CIL to 30/9/18
	Banked: 31/10/2018	70.00						
	Dave Gallimore/Wildlife	70.00			1090	120	70.00	Advert
	Banked: 31/10/2018	8.16						
	RBS	8.16			1080	220	8.16	Interest
	Total Receipts:	71,860.99	0.00	0.00			71,860.99	

**Bank Reconciliation Statement as at 30/11/2018
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
RBS Current Account	31/10/2018	138	590.08
RBS High Interest	01/11/2018	84	100,139.06
TSB - Current	01/10/2018	7	417.18
Coop - Current	31/10/2018	28	973.09
Barclays Current	16/10/2018		65.00
Santander	02/11/2018	112018	75,730.45
RBS Debt Card	31/10/2018	38	4,000.00
TSB - Savings	01/10/2018	6	49,007.65
Coop - Savings	05/10/2018	8	5,000.00
Barclays Savings	16/10/2018		75,077.70
Public Sector Deposit Fund	30/09/2018	5	100,171.63
			<u>411,171.84</u>

<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
16/08/2018	107	LALC	190.00
18/10/2018	164	Society of Local Council Clerk	300.00
18/10/2018	165	Marmax Recycled Products	817.20
18/10/2018	166	Marmax Recycled Products	441.72
18/10/2018	178	C J Lyon	234.00
18/10/2018	181	Various	500.00
01/11/2018	190	Easy Websites	76.80
09/11/2018	203	Office Furniture	254.40
15/11/2018	191	Studholme Bell Ltd	162.00
15/11/2018	192	Lancashire County Council	134.56
15/11/2018	193	Rialtas Business Solutions	142.80
15/11/2018	194	Telltale Signs	216.00
15/11/2018	195	Society of Local Council Clerk	6.00
15/11/2018	196	Peoples Pension	91.29
15/11/2018	197	Various	1,667.73
15/11/2018	198	Various	808.07
15/11/2018	199	Various	832.30
15/11/2018	200	Various	798.16
15/11/2018	201	HMRC	772.16
15/11/2018	202	Various	426.00
15/11/2018	204	various Ch Couch	490.00
15/11/2018	205	Coppull & Standish Brass Band	125.00
15/11/2018	206	various Euxton Gala	260.00
15/11/2018	207	Coppull & Standish Brass Band	125.00
15/11/2018	208	Various	45.00

9,916.19

401,255.65

Receipts not Banked/Cleared (Plus)

0.00

**Bank Reconciliation Statement as at 30/11/2018
for Cashbook 1 - Current Bank A/c**

<u>Amount</u>	<u>Balances</u>
	0.00
	<u>401,255.65</u>
Balance per Cash Book is :-	401,255.65
Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 09/11/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100 Employees</u>						
4000 Employees	(37,640)	(73,000)	35,360		35,360	51.6%
<u>120 Housekeeping</u>						
1090 Income Publicity	945	0	(945)			0.0%
4010 Payroll Services	(435)	(1,100)	665		665	39.5%
4070 Mileage	(1,166)	(1,900)	734		734	61.4%
4075 Employee Training	(285)	(1,200)	915		915	23.8%
4080 General Office	(1,663)	(2,000)	337		337	83.1%
4090 Publicity	(3,066)	(3,842)	776		776	79.8%
4100 Insurance	(1,796)	(1,800)	4		4	99.8%
4110 Subscriptions	0	(200)	200		200	0.0%
4120 Audit	(890)	(1,250)	360		360	71.2%
4130 Legal Fees/Planning Investig	(134)	(5,000)	4,866		4,866	2.7%
4160 Website Maintenance	(512)	(800)	288		288	64.0%
4180 Room Hire	0	(600)	600		600	0.0%
<u>140 Council</u>						
4211 Training/conference fees Council	(190)	(150)	(40)		(40)	126.7%
4220 Elections and Parish Poll Fund	(5,000)	(5,000)	0		0	100.0%
<u>160 Grants/S137</u>						
4250 Grants	(2,520)	(3,500)	980		980	72.0%
4260 Christmas Celebrations	(160)	(2,000)	1,840		1,840	8.0%
<u>180 Special Events/Projects</u>						
4300 Euxton Gala	(1,092)	(1,000)	(92)		(92)	109.2%
4310 Speed Indicator Device	0	(1,150)	1,150		1,150	0.0%
4340 Increase Public Involvement	0	(250)	250		250	0.0%
4350 Finance Software	(119)	(125)	6		6	95.2%
4380 Heritage/Sign Project	0	(1,500)	1,500		1,500	0.0%
4390 Defibrillator Project	(1,515)	(1,500)	(15)		(15)	101.0%
4430 Millennium Green Pond Project	(3,267)	(3,267)	0		0	100.0%
<u>200 Amenity/Utility</u>						
1540 Income All Purposes Committee	1,000	0	(1,000)			0.0%
1570 Income RRM	1,930	0	(1,930)			0.0%
4500 Utilities	(347)	(1,150)	803		803	30.2%
4510 Gardens/Planting/Competitions	(3,651)	(18,000)	14,349		14,349	20.3%
4530 Millennium Green	(267)	(10,000)	9,733		9,733	2.7%
4540 All Purpose Committee	(716)	(2,500)	1,784		1,784	28.6%
4570 Amenity/Open Space RRM	(27,301)	(35,656)	8,355		8,355	76.6%
4590 Bowling/Boules Project	(13,828)	(10,730)	(3,098)		(3,098)	128.9%

Detailed Income & Expenditure by Budget Heading 09/11/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>220 Other</u>						
1076 Precept	159,000	0	(159,000)			0.0%
1080 Bank Interest Received	511	0	(511)			0.0%
1100 Grants and Donations RCVD	41,709	0	(41,709)			0.0%
1620 Income CIL	174,092	0	(174,092)			0.0%
<u>300 EMR's</u>						
9320 EMR Emergency Fund	(436)	(23,000)	22,564		22,564	1.9%
9330 EMR Land Fund	0	(65,000)	65,000		65,000	0.0%
9340 EMR Street Machines	0	(4,009)	4,009		4,009	0.0%
9350 EMR Ransnap Brook	0	(279)	279		279	0.0%
9360 EMR EMR ELF	(23)	(35)	12		12	65.7%
9370 EMR CIL	(7,712)	(45,226)	37,514		37,514	17.1%
Grand Totals:- Income	379,187	0	(379,187)			0.0%
Expenditure	115,731	327,719	211,988	0	211,988	35.3%
Net Income over Expenditure	263,456	(327,719)	(591,175)			
plus Transfer From EMR	8,171					
less Transfer From EMR	130,103					
Movement to/(from) Gen Reserve	141,525					

8.1 Chorley Electoral Boundary Review response

The LGBCE response to the consultation process was published on the 6 November.

LGBCE has taken notice of the Parish Council's response to the consultation which was:

Euxton is a village with a strong identity.

The Parish Council is very active in keeping the village informed and 'together' and it actively includes the new houses on Buckshaw (most of which are in Euxton) and communicates regularly with the whole of the village with activities and news.

The Parish Council wants the village identity to be upheld and prevent it from further erosion by giving wards names and titles which do not include 'Euxton'.

Presently there are many Euxton residents with a ward name which has two other village names in but not 'Euxton's'.

The Parish Council would like to see 'Euxton' feature in the names of all the wards which include Euxton residents.

The Parish Council envisages that because Euxton is large it will be carved up and used to fill up wards with shortages of numbers but, this would split the village in to a number of different wards and some residents would have to travel some distance to get to their polling station to vote.

The Parish Council would ideally like to see 'Euxton' in its own wards, not split or carved up to make the numbers up in other wards. This will preserve Euxton's identity as a village.

LGBCE has adjusted the boundary proposal submitted by CBC in a number of areas, in particular in Euxton.

Below are the extracted maps and paragraphs from the LGBCE report applicable to Euxton.

Basically the boundary of the Euxton boundary has been adjusted to take back in the Euxton Lane, Whinney and Pear Tree Lane and Brook House Grove estate and Chancery Fields estates – following the boundary line of Euxton apart from using the Railway line as a divider between Euxton and the area of Buckshaw Village.

Buckshaw has become a ward of its own, including a section of Whittle-le-Woods.

In the south of the village, some areas still fall out of the Euxton ward and in to the ward next door which has now been renamed to include 'Euxton South' in its name.

8.2 Chorley Local Plan Call for Sites - update

The Call for Sites consultation period closed on the 9th November.

Chorley has confirmed on email:

“Thanks for your email. I can advise the call for sites will close on the 9th November however it is highly likely to be repeated in early 2019 - dates to follow. “

When asked for confirmation of dates:

“We have no dates as yet , as soon as we can tell you we will “

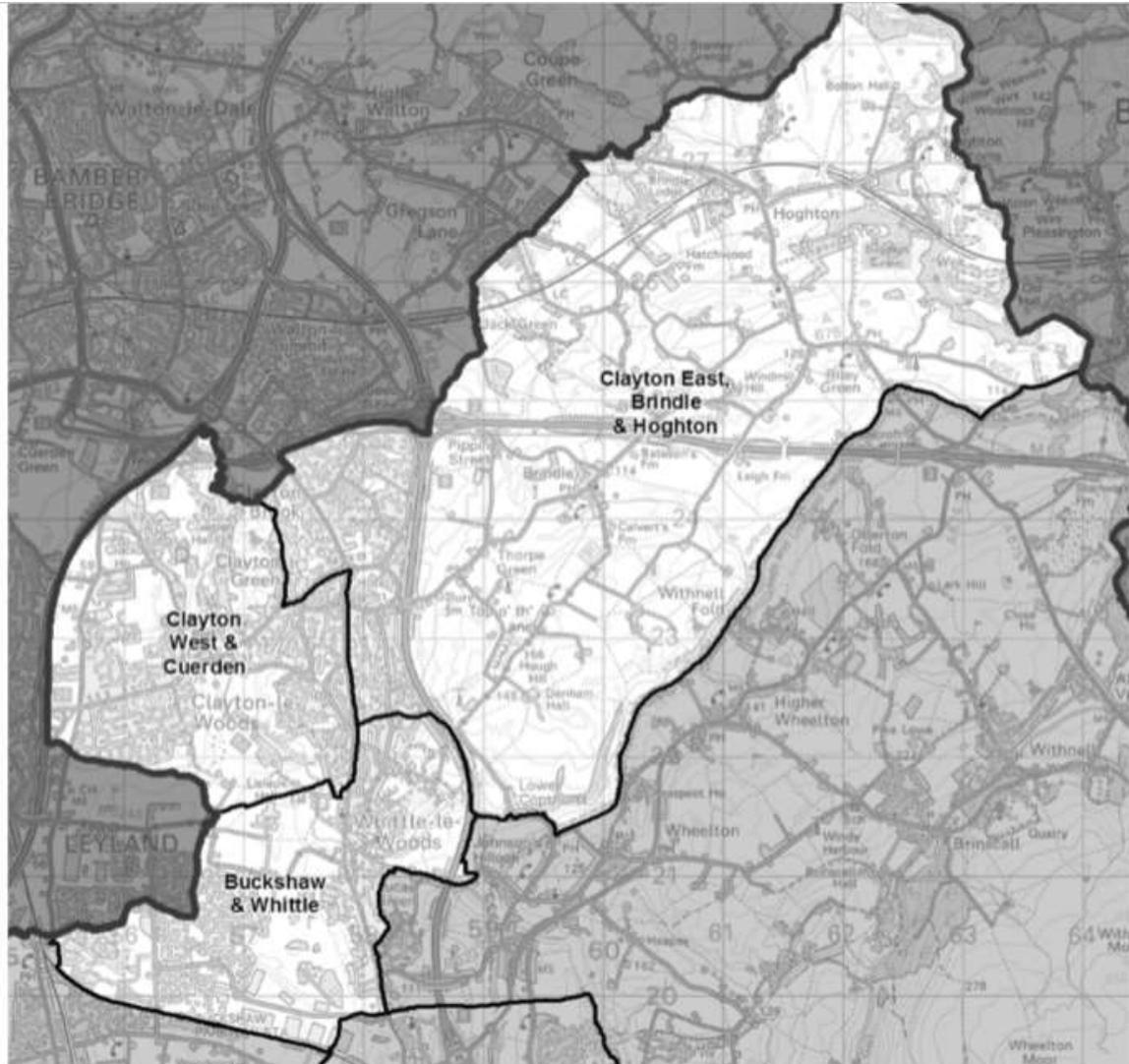
I have requested some information from CBC for our meeting:

- Numbers of submissions split Chorley/South Ribble/Preston
- Numbers of submissions in Euxton
- From this, the number of Euxton submissions requesting protection or the opposite of ‘development/building’

The following paragraphs are extracted from the LGBCE report (link below) only the relevant paragraph numbers extracted – this is not a copy of the whole report.

<http://s3-eu-west-2.amazonaws.com/lgbce/Reviews/North%20West/Lancashire/Chorley/Draft%20Recs/Chorley%20Report%20web.pdf>

Northern Chorley



Ward name	Number of Cllrs	Variance 2024
Buckshaw & Whittle	3	10%
Clayton East, Brindle & Hoghton	3	10%
Clayton West & Cuerden	3	7%

Buckshaw & Whittle

32 The Council and the Conservative Association proposed significantly different wards for the Buckshaw village and Whittle-le-Woods areas. The Council proposed a Buckshaw & Whittle ward containing the whole of Buckshaw village and the western part of Whittle-le-Woods parish. It proposed that the ward boundary follow the existing county division and parish ward boundaries in the east of the ward. The Conservative Association proposed that Buckshaw village be placed in a Buckshaw ward with Astley Village parish. It also proposed

placing part of Whittle-le-Woods parish in a ward with part of Clayton-le-Woods parish, which is broadly similar to the current warding arrangements.

33 In addition to the borough-wide schemes, we received several submissions that related directly to the village of Buckshaw, a relatively new residential development that overlaps the borough boundary and is currently split between two wards. These submissions provided strong evidence that Buckshaw village should ideally be wholly contained in a single ward given its strong community identity. In addition, Astley Village Parish Council and a local resident argued against any proposal to keep Astley Village parish in a ward with Buckshaw village, emphasising the significant differences between the two areas.

34 Having carefully considered the evidence received, we have decided to place all of Buckshaw village in a single ward and place Astley Village in our proposed Chorley North ward (which is described in more detail later in this report).

35 However, while we note Buckshaw village's distinct community identity, there will not be enough electors by 2024 for it to have its own three-councillor ward with good electoral equality. In consideration of this, we visited Chorley to see whether placing the village with part of Whittle-le-Woods parish, as proposed by the Council, would produce a cohesive ward. It appeared to us that Buckshaw village has good links with the Whittle-le-Woods area. In particular, we noted that Dawson Lane and Buckshaw Avenue represent good road links between the two areas. In light of this, we have decided to base our draft recommendations on the Council's proposed Buckshaw & Whittle ward, which will have an electoral variance of 10% by 2024.

36 A small number of submissions also suggested that Buckshaw village should be wholly contained in one local authority. However, changing the external boundaries between Chorley and South Ribble boroughs falls outside the scope of the electoral review.

Western Chorley



Ward name	Number of Cllrs	Variance 2024
Coppull	3	2%
Croston & Mawdesley	3	-8%
Eccleston, Charnock Richard & Euxton South	3	2%
Euxton	3	-4%

Euxton

63 The Council and the Conservative Association proposed a broadly similar warding arrangement for Euxton. Both proposed a ward which contained the existing Euxton North ward and the eastern part of the current Euxton South ward, thus placing the south-western part of the parish into rural wards to the west to provide for electoral equality.

64 Both Euxton Parish Council and two local residents stated a preference for Euxton parish remaining wholly in one borough ward but recognised that the parish had an electorate that was both too large for a single ward and too small to divide into two wards. Consequently, the three submissions generally accepted the likelihood of the parish being split as part of draft recommendations to satisfy our statutory criteria. Two of the submissions did, however, request that any ward which had parts of Euxton parish within it should consequently include the Euxton name, given the parish has a strong community identity.

65 We have decided to adopt the Conservative Association’s proposal for Euxton parish. We consider that this proposal, which joins southern Euxton with Eccleston and Charnock Richard, will form a more cohesive ward than the Council’s proposal, which divided the south-west of Euxton into two wards rather than one. We have also amended the eastern boundary of our Euxton ward to follow the parish boundary, as discussed in paragraph 51.

66 As stated in paragraph 62, we have decided that the borough ward that contains south Euxton should be named Eccleston, Charnock Richard & Euxton South. This is to represent the Euxton community that will now be placed within this ward. However, we did not consider that the ward which contains the Buckshaw village part of the parish should contain the Euxton name as we consider Buckshaw village to have a distinct identity which is separate from the rest of Euxton parish.

67 The two borough-wide schemes differed in relation to electors that reside on Firbank, Brookside and Park Avenue. We have placed electors on these roads in our proposed Eccleston, Charnock Richard & Euxton South ward to best reflect the local road layout and access routes.

PARISH COUNCIL

Parish electoral arrangements

69 As part of an electoral review, we are required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different wards it must also be divided into parish wards, so that each parish ward lies wholly within a single ward. We cannot recommend changes to the external boundaries of parishes as part of an electoral review.

70 Under the 2009 Act we only have the power to make changes to parish electoral arrangements where these are as a direct consequence of our recommendations for principal authority warding arrangements. However, Chorley Borough Council has powers under the Local Government and Public Involvement in Health Act 2007 to conduct community governance reviews to effect changes to parish electoral arrangements.

71 As a result of our proposed ward boundaries and having regard to the statutory criteria set out in schedule 2 to the 2009 Act, we are providing revised parish electoral arrangements for Clayton-le-Woods Parish Council, Euxton Parish Council and Heath Charnock Parish Council.

73 We are providing revised parish electoral arrangements for Euxton parish.

Draft recommendation	
Euxton Parish Council should comprise 18 councillors, as at present, representing three wards:	
Parish ward	Number of parish councillors
Buckshaw Village	5
North & East	11
South	2

Contracts List

Updated 09/11/18

Area of Work	Last reviewed/length of contract	Next Review
Flower Bed Planting	03/10/17 quotations reviewed Two years to Summer 2019	Early 2019 – All Purposes Committee
Newsletter printing	03/05/16 quotations 15/8/18 reviewed	Early 2019 – All Purposes Committee
Grass cutting	<ul style="list-style-type: none"> • Oct'2014 price comparison obtained - Indefinite • Jan'17 price comparison from Envirocare obtained – one competitive, one not – • Sept'17 price comparison Universal obtained for Greenside pitch price £60per cut • Requested revised prices from CBC due to reduced area due to Bowling and land loss at Greenside - adjusted 	<p>Chorley's costs are very competitive and it is difficult to find a contractor with better prices</p> <p>Leisure Committee If new contractor comes on market – ask for quote for comparison</p>
Website	<p>25/10/15 quotations for build and continuous maintenance agreed All Purposes Committee Indefinite</p> <p>Mailboxes for Council is £8 for Cllrs £3 each with one £3 free with website hosting</p> <p>Hosting for website £20pm</p>	All Purposes Committee reviewed 14/07/16 with FB and T
Lancashire Association of Local Councils (LALC) membership	<p>14/05/15 Council decided to take membership £891 (part year)</p> <p>Apr'16 cost was £904</p> <p>No time specified – but to review</p>	<p>Review – suggest after a full year which would be 2016/2017</p> <p><i>NB. Notice has to be given to quit before Sept to quit April</i></p> <p>Council reviewed 21/09/17 and gave notice to quit September 17.</p>

Contracts List
reviewed by Council
Referenced to:
Financial Regulation
11. Contracts.

19 January 2017

Fault reports and progress

Item 10

Date	Auth'ty	STATUS	Location	Problem	Initial Actions	Further Actions/Follow up/chase	Action/ Requests to others
15/02/2018	LCC		Blocked grid	Top of Bank Lane	LCC report 306020	System says, works ordered - still, checked 11/9. Nov18 Inspected and booked in for this quarter.	
16/03/2018 19/4/18	LCC		Path left unsafe after NR works, dug up sides not reinstated	PROW 18 from Village Croft to Oak Avenue	Acknowledged	Reported again 19/4/18	
23/03/2018	CBC		Street Name plates damaged	Balshaw Avenue, Regency Gardens, Chiltern Avenue	CBC various	Reported again 10/4/18 - some still outstanding ie, Balshaw Ave missing. 11/9 reported Balshaw Avenue still missing. Balshaw Ave chased again 2/10/18. 9/11/18 chased AGAIN	
12/06/2018	LCC		Road markings at junction requested due to cars not stopping	Bredon with Cotswold	340889	Resurfacing work done now, awaiting painting	BC DP,
12/06/2018	LCC		Centre road line to prevent try to prevent oncoming collition	Blind corner Cotwold Ave at Chiltern junction	340879	Resurfacing work done now, awaiting painting - but doubt this will be done	BC DP,
19/07/2018	CBC		Name plate damaged	Opposite 45 Milestone Mdw	346529		MW
02/10/2018	BT Bus		Red Telephone box in need of clean and paint	Corner of Balshaw Lane and Talbot Drive	LC2FHY92 BT	Engineer visited 4/10	
08/10/2018	LCC		Trees blocking roundabout signs in both directions	Railway bridge, Balshaw Lane	358366		
17/10/2018	CBC		Flood lights next to road blinding motorists	Prestige Cars, Wigan Road			
18/10/2018	LCC		Signage missing	Whinney Lane	360368		
07/11/2018	CBC		Wire fencing dangerous	Ransnap woods border with St Mary's	CAS-576291-9M6C7R		
07/11/2018	CBC		Leaves causing flooding	School Lane	CAS-576289-4L1LVT		