

EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 19 October 2017, 7.15 pm start

Annexe, Euxton PC Community Centre, Wigan Road, Euxton

A G E N D A

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 application list report from Lead Member for Planning, ratify responses made between meetings or to meet deadlines (Item 4).

Verbal update from Gladman Planning Inquiry.

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 (Item 6.1)

6.2 Receive financial reports (Item 6.2a Income, 6.2b Reconciliation, 6.2c Budgets)

6.3 Appointment of Internal Auditor process (Item 6.3)

6.4 Review decision of 19/01/17 to discontinue Petty Cash system

7. Committee Updates

All Purposes Committee meeting 3 October

Leisure Committee meeting 5 October

Bowling Club first meeting 28 September and Bowling Committee meeting 16 October

8. Reporting log

Review the reporting log, first presented last meeting, to see if this is a useful document to continue with (Item 8)

9. Matters for information

Notify the Chair prior to the meeting start 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 2017: 16 November, 14 December;

18 January 2018, 15 February 2018, 15 March 2018, 19 April 2018, 17 May 2018, 21 June 2018, 19 July 2018, 20 September 2018, 18 October 2018, 15 November 2018,

Newsletter deadlines: 6 November 2017 for the December issue; 5 February 2018 for the March issue; 7 May 2018 for the June issue; 6 August 2018 for the September issue; 5 November 2018 for the December issue

D. Platt

CLERK

Published: 11/10/17

EUXTON PARISH COUNCIL MONTHLY PLANNING REPORT

19TH OCTOBER 2017

DATE VALIDATED, APPLICATION NO,	LOCATION PROPOSAL	COMMENT/RECOMMENDATION
22/09/2017 17/00897/FUL	Euxton Park Golf Centre, Euxton Lane Retention of bar in current location	A rather confusing picture. The Centre does have a detached bar in its grounds near the driving range. This is in the Green belt. However, some time ago permission was granted for a new bar attached to existing buildings which has not been taken up. The Centre is now applying to make permanent the existing arrangement. (which possibly does not have approval). Applicant appears to accept that the development is inappropriate in the Green Belt but is less intrusive etc than the scheme allowed by the outstanding approval. To be consistent I suggest that we advise CBC that we object if the scheme is not appropriate development in the Green Belt. Otherwise we have no comment
22/09/2017 17/00911/OUT	Dene Cottage, Pear Tree Lane Outline application (all matters reserved, save for access) for the demolition of existing garage and outbuilding and the erection of a detached dwelling and garage.	The proposed dwelling is in the grounds of Dene Cottage but would take access off Washington Lane if approved. The application is for a substantial detached house, much larger than the buildings it replaces, in the space between Dene Cottage and No 36 Washington Lane. This is in the Green Belt but the applicant has not provided any justification for the proposal and its size. Therefore suggest that EPC objects as the proposal appears to be inappropriate development in the Green Belt.
29/09/2017	No applications	
06/10/2017 17/00933/DIS	Pear Tree farm, Pear Tree Lane to discharge conditions 4 (materials), 5 (boundary details), 6 (levels), 7 (site access), 9 (surface water drainage), 10 (SUDS management and maintenance), 15 (contamination report), 16 (landscaping), 17 (Dwelling Emission Rate) and 19 (archeological work) attached to planning permission 16/01184/FUL	No comment
06/10/2017 17/00949/TPO	14 Gleneagles Drive Works to trees subject to a TPO: Front Garden of property: One alder & one silver birch - crown lift to 3 metres and 20% crown reduction.	Standard letter
06/10/2017 17/00977/PDE	8 Rose Hill Prior approval: single storey rear extension measuring 3m depth, with eaves height of 2.45m and maximum height of 3.33m	No comment
06/10/2017 17/00976PDE	Khamillah, Dawber's Lane Notification for prior approval for a proposed single storey rear extension measuring 8m in depth, 8.5m in width and with a maximum height of 3.72m.	I'm not sure how this differs from the recently (September) approved application 17/00705/FULHH Erection of a single storey rear extension and first floor rear extension No comment

Current Bank A/c

Payments made between 30/09/2017 and 31/10/2017

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
09/10/2017	ASC Timber Supplies Ltd	160	38.99		6.50	4570	200	32.49	Door lock
12/10/2017	RBS Bank	136	-13.30			4081	120	-13.30	Refund bank chg 21/7/17
12/10/2017	Microsoft	137	59.99		10.00	4080	120	49.99	MS Office Software
12/10/2017	British Telecom	138	92.90		15.48	4080	120	77.42	Telephony
12/10/2017	Easy Websites	139	60.00		10.00	4160	120	50.00	Website and emails
12/10/2017	TESCO	140	21.00			4260	160	21.00	Christmas choc tins
12/10/2017	Nuts	141	23.40		3.90	4570	200	19.50	Hardware (ret 5/10)
19/10/2017	Royal British Legion	142	100.00			4250	160	100.00	Wreath, poppies,donation
19/10/2017	Universal Groundworks (NW) Ltd	143	1,691.72			4570	200	1,691.72	Fencing and gates Greenside PI
19/10/2017	Universal Groundworks (NW) Ltd	144	1,125.00			4570	200	1,125.00	Path wide Greenside PI
19/10/2017	Lancashire Training Partnershi	145	63.00			4211	140	63.00	New Cllr Train NH
19/10/2017	Lancashire County Council	146	50.00			4570	200	50.00	Drain consent form
19/10/2017	Society of Local Council Clerk	147	282.00		32.00	4075	120	250.00	Society of Local Council Clerk
19/10/2017	Water Plus	148	41.24			4500	200	41.24	Water and waste water
19/10/2017	C J Lyon	149	78.00		13.00	4570	200	65.00	Greenside entrance/bldg
19/10/2017	C J Lyon	150	180.00		30.00	4570	200	150.00	Skake pk drain
19/10/2017	Euxton PC Community Centre	151	209.25			4180	120	209.25	Room rent Ap-Sep
19/10/2017	Euxton Library/Cash	152	50.00			4250	160	50.00	Cash for Spkr
19/10/2017	TESCO	153	41.00		6.83	4570	200	34.17	Cash/fuel
19/10/2017	Various	154	1,509.84			4070	120	16.20	Remuneration Oct17 E1
						4080	120	18.00	Remuneration Oct17 E1
						4000	100	1,475.64	Remuneration Oct17 E1
19/10/2017	Various	155	810.57			4070	120	22.50	Remuneration Oct17 E2
						4000	100	788.07	Remuneration Oct17 E2
19/10/2017	Various	156	849.68			4070	120	46.58	Remuneration Oct17 E3
						4000	100	803.10	Remuneration Oct17 E3
19/10/2017	Various	157	816.65			4070	120	29.70	Remuneration Oct17 E4
						4000	100	786.95	Remuneration Oct17 E4
19/10/2017	HMRC	158	694.73			4000	100	694.73	Tax NI Oct17
19/10/2017	Society of Local Council Clerk	159	78.40		0.80	4075	120	77.60	Legal ref book
19/10/2017	Nuts	161	364.17		60.70	4570	200	303.47	Keyed locks
Subtotal Carried Forward:			9,318.23	0.00	189.21			9,129.02	

Current Bank A/c

Payments made between 30/09/2017 and 31/10/2017

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
Total Payments:			9,318.23	0.00	189.21			9,129.02	

Current Bank A/c

Receipts received between 01/04/2017 and 31/10/2017

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>
106	Banked: 07/04/2017	152,653.00						
106	Chorley Council	152,653.00			1076	220	150,944.00	Precent/grant
					1100	220	1,709.00	Precent/grant
11	Banked: 10/04/2017	0.45						
11	TSB	0.45			1080	220	0.45	Interest
05/2017	Banked: 15/04/2017	15.98						
05/2017	Santander	15.98			1080	220	15.98	Interest
66	Banked: 28/04/2017	0.95						
66	RBS	0.95			1080	220	0.95	Interest
	Banked: 15/05/2017	15.47						
	Santander	15.47			1080	220	15.47	Bank Interest
	Banked: 26/05/2017	5,267.95						
DD	HM Revenue & Customs	5,267.95			115	999	5,267.95	VAT Refund
	Banked: 26/05/2017	5,267.95						
	HMRC VAT office	5,267.95			515	999	5,267.95	VAT refund on payments
	Banked: 26/05/2017	-5,267.95						
	HM VAT Office	-5,267.95			515	999	-5,267.95	VAT refund on payments
	Banked: 31/05/2017	1.32						
	RBS bank	1.32			1080	220	1.32	Interest
DD	Banked: 15/06/2017	15.99						
DD	Santander	15.99			1080	220	15.99	Interest
	Banked: 30/06/2017	1.16						
	RBS	1.16			1080	220	1.16	Bank Interest
dd	Banked: 15/07/2017	15.47						
dd	Santander	15.47			1080	220	15.47	Interest
	Banked: 08/08/2017	50.00						
	ELF fund	50.00			1700	220	50.00	ELF fund
	Banked: 11/08/2017	510.00						
1718002	Manchester ACE	510.00			1570	200	510.00	Runshaw contract
dd	Banked: 15/08/2017	15.99						
dd	Santander	15.99			1080	220	15.99	Interest
	Banked: 31/08/2017	1.05						
	RBS Bank	1.05			1080	220	1.05	Interest
	Banked: 31/08/2017	0.99						
	RBS Bank	0.99			1080	220	0.99	Interest
	Banked: 11/09/2017	427.71						
Subtotal Carried Forward:		158,993.48	0.00	0.00			158,565.77	

Current Bank A/c

Receipts received between 01/04/2017 and 31/10/2017

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>
	Chorley Lions	427.71			1100	200	427.71	Picnic seat donation
	Banked: 15/09/2017	16.00						
	Santander	16.00			1080	220	16.00	Interest
	Banked: 29/09/2017	0.90						
	RBS	0.90			1080	220	0.90	Interest
	Total Receipts:	159,010.38	0.00	0.00			159,010.38	

**Bank Reconciliation Statement as at 30/10/2017
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	29/09/2017	115	528.16
RBS High Interest	29/09/2017	71	109,154.98
TSB - Current	06/05/2017	7	9,980.42
Coop - Current	31/08/2017	18	50,171.63
Barclays	16/08/2017	9	75,000.00
Santander	02/10/2017	102017	75,353.64
RBS Debt Card	25/09/2017	18	4,000.00
TSB - Savings	10/04/2017	11	0.45
			324,189.28

<u>Unpresented Cheques</u>			<u>Amount</u>
20/07/2017	79	Maxigiene	90.00
21/09/2017	121	Lanes Group Plc	360.00
21/09/2017	122	Came & Co	1,689.88
21/09/2017	123	Chorley Borough Council	6.00
21/09/2017	124	Paper Rabbit Print Ltd	590.00
21/09/2017	125	TBR Products	1,082.15
21/09/2017	126	Lancashire Training Partnershi	25.00
21/09/2017	127	Eon Electricity	97.90
21/09/2017	128	BDO LLP Auditors	480.00
21/09/2017	129	Duncan Ross Ltd	25,150.68
21/09/2017	134	Various	868.63
21/09/2017	135	HMRC	798.14
09/10/2017	160	ASC Timber Supplies Ltd	38.99
12/10/2017	138	British Telecom	92.90
12/10/2017	139	Easy Websites	60.00
19/10/2017	142	Royal British Legion	100.00
19/10/2017	143	Universal Groundworks (NW) Ltd	1,691.72
19/10/2017	144	Universal Groundworks (NW) Ltd	1,125.00
19/10/2017	145	Lancashire Training Partnershi	63.00
19/10/2017	146	Lancashire County Council	50.00
19/10/2017	147	Society of Local Council Clerk	282.00
19/10/2017	148	Water Plus	41.24
19/10/2017	149	C J Lyon	78.00
19/10/2017	150	C J Lyon	180.00
19/10/2017	151	Euxton PC Community Centre	209.25
19/10/2017	152	Euxton Library/Cash	50.00
19/10/2017	153	TESCO	41.00
19/10/2017	154	Various	1,509.84
19/10/2017	155	Various	810.57
19/10/2017	156	Various	849.68
19/10/2017	157	Various	816.65
19/10/2017	158	HMRC	694.73
19/10/2017	159	Society of Local Council Clerk	78.40
19/10/2017	161	Nuts	364.17

**Bank Reconciliation Statement as at 30/10/2017
for Cashbook 1 - Current Bank A/c**

	<u>Amount</u>	<u>Balances</u>
		40,465.52
		<u>283,723.76</u>
<u>Receipts not Banked/Cleared</u>		
	0.00	
		<u>0.00</u>
		283,723.76
	Balance per Cash Book is :-	283,723.76
	Difference is :-	0.00

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
RECEIPTS						
200 Amenity/Utility						
1100 Grants and Donations RCVD	428	0	(428)			0.0%
1570 Income RRM	510	0	(510)			0.0%
220 Other						
1076 Precept	150,944	0	(150,944)			0.0%
1080 Bank Interest Received	102	0	(102)			0.0%
1100 Grants and Donations RCVD	1,709	0	(1,709)			0.0%
1700 Euxton Library Friends (ELF)	50	0	(50)			0.0%
999 VAT Data						
115 VAT on Receipts	5,268	0	(5,268)			0.0%
TOTAL RECEIPTS	159,010	0	(159,010)	0	0	0.0%
PAYMENTS						
100 Employees						
4000 Employees	32,439	60,000	27,561		27,561	54.1%
120 Housekeeping						
4010 Payroll Services	225	900	675		675	25.0%
4070 Mileage	1,038	1,800	762		762	57.7%
4075 Employee Training	998	1,800	802		802	55.4%
4080 General Office	1,514	1,700	186		186	89.1%
4081 Bank charges	35	0	(35)		(35)	0.0%
4090 Publicity	2,006	3,500	1,494		1,494	57.3%
4100 Insurance	1,690	1,950	260		260	86.7%
4110 Subscriptions	930	1,200	270		270	77.5%
4120 Audit	580	900	320		320	64.4%
4130 Legal Fees/Planning Investig	0	2,500	2,500		2,500	0.0%
4160 Website Maintenance	274	780	506		506	35.1%
4180 Room Hire	328	1,000	672		672	32.8%
140 Council						
4211 Training/conference fees Council	88	200	112		112	44.0%
4220 Elections and Parish Poll Fund	0	5,000	5,000		5,000	0.0%
4230 Emergency Fund	0	25,000	25,000		25,000	0.0%
160 Grants/S137						
4250 Grants	780	3,000	2,220		2,220	26.0%
4260 Christmas Celebrations	25	2,380	2,355		2,355	1.0%
180 Special Events/Projects						
4300 Euxton Gala	63	100	38		38	62.5%
4310 Speed Indicator Device	0	150	150		150	0.0%
4320 Neighbourhood Plan	0	2,000	2,000		2,000	0.0%
4330 Comms and Social Media Methods	0	50	50		50	0.0%
4340 Increase Public Involvement	88	250	162		162	35.1%
4350 Finance Software	0	113	113		113	0.0%
4380 Heritage/Sign Project	0	1,500	1,500		1,500	0.0%
4390 Defibrillator Project	21	2,500	2,479		2,479	0.8%
4420 Services provision	0	5,000	5,000		5,000	0.0%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4430 Millennium Green Pond Project	390	30,000	29,610		29,610	1.3%
200 Amenity/Utility						
4500 Utilities	976	1,000	24		24	97.6%
4510 Gardens/Planting/Competitions	4,047	10,000	5,953		5,953	40.5%
4530 Millennium Green	2,676	4,325	1,649		1,649	61.9%
4540 All Purpose Committee	201	2,500	2,299		2,299	8.0%
4560 Play Equipment Replace Scheme	0	50,000	50,000		50,000	0.0%
4570 Amenity/Open Space RRM	8,997	20,000	11,003		11,003	45.0%
4580 Land Fund/Amenity	0	18,684	18,684		18,684	0.0%
4585 Street Sweeping Machine Fund	0	4,000	4,000		4,000	0.0%
4590 Bowling/Boules Project	31,239	91,600	60,361		60,361	34.1%
220 Other						
4600 Healthy Streets	0	617	617		617	0.0%
4610 Ransnap Brook	0	279	279		279	0.0%
4620 CIL	0	47,176	47,176		47,176	0.0%
999 VAT Data						
515 VAT on Payments	8,682	0	(8,682)		(8,682)	0.0%
TOTAL PAYMENTS	100,327	405,454	305,127	0	305,127	24.7%
Total Receipts	159,010	0	(159,010)			0.0%
Total Payments	100,327	405,454	305,127	0	305,127	24.7%
Movement to/(from) Gen Reserve	58,683					