

BREHERTON PARISH COUNCIL

MINUTES of the Annual General Meeting and Full Council Meeting held on Tuesday 6 May 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley (Chairman from agenda item 956 onwards), Cllr J Pigott, Cllr T Rigby, Cllr B Monk, Cllr G Lloyd and Cllr S Moulton

In Attendance: A Partington (Clerk), CBM C Plummer and 3 Members of the Public

955. Election of Chairman and Signing of Acceptance of Office

It was **RESOLVED** that Cllr K Jolley be nominated to the office of Chairman. Declaration of Acceptance of Office duly signed and Cllr K Jolley took the Chair.

956. Election of Vice Chairman and Signing of Acceptance of Office.

It was **RESOLVED** that Cllr J Pigott be nominated to the office of Vice Chairman. Declaration of Acceptance of Office duly signed.

957. Apologies

None.

958. Declaration of Interest

Cllr J Pigott declared a personal interest in relation to agenda item 963 re 08/00304/FUL being a direct neighbour of the applicant.

959. Minutes of Last Council Meeting held on 7 April 2008

It was **RESOLVED** that the Full Council Meeting minutes of 7 April 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

960. Members of the Public

A member of the public raised the issue of parking near the school at drop off/pick up times. It is hoped the Walking Bus initiative being introduced by the Community Policing Team will alleviate the problem. CBM Plummer has a meeting scheduled with the Head teacher and will suggest alternative parking areas in the village, such as the Congregational Church and Recreation Ground.

A member of the public raised concern about the increasing number of heavy-duty vehicles using village roads.

Parking facilities for customers at the new beauty shop on South Road was briefly discussed. CBM Plummer is to clarify with the shop owner what arrangements are in place.

It was brought to the meetings attention that a number of road and highway signs are missing. Back Lane road sign and access only sign was given as an example.

961. Police Update

CBM Plummer reported that no crimes had been recorded during the last month. It is anticipated that the Walking Bus initiative will be introduced over the forthcoming month and a Neighbourhood Watch Meeting is being held at the Over 60's Club in Croston on Wednesday 7 May for any interested resident.

It is hoped that speed enforcement on North Road will increase when the new laser gun is acquired. It was noted that speed enforcement on 20mph roads is not possible.

962. Borough Councilor Update

A welcome was offered to the newly elected Borough Councilor Simon Moulton. Cllr Moulton advised the meeting that a road safety investigation is to be undertaken to the A59 at Bretherton and CC Alan Whittaker has contacted the Parish Council to ascertain whether we would like to send a representative to the initial meeting to put a local viewpoint forward. The meeting is proposed for either 29/29 May – venue to be confirmed. Clerk to ascertain whether the meeting can be moved to 2 June and be held in Bretherton at approximately 4pm.

It was **RESOLVED** to re-convene the Parish Council Meeting.

963. Planning

Members noted the planning decisions as advised by Chorley Council:

Application #	Decision	Location	Proposed Development
08/00186/CON	Conservation Area Consent	Blackamoor Hall 201 South Road Bretherton	Demolition of Barn.
08/00166/FUL	Planning Permission	Blackamoor Hall 201 South Road Bretherton	Extensions and alterations to existing dwelling and associated external works. Demolition of existing barn and garage, formation of sand paddock and erection of stables and detached garage.
08/00167/LBC	Listed Building Consent	Blackamoor Hall 201 South Road Bretherton	Listed building consent for extension and alterations to existing dwelling and associated internal and external works. Demolition of existing garage and erection of new garage.

Members considered the following new planning applications: -

08/00304/FUL - 8 Bamfords Fold, Bretherton

Proposal: Removal of existing attached garage, two storey rear extension, single front extension and low storey side extension to include a double garage.

Cllr Pigott advised the meeting that during recent discussions with the applicant he has advised that he will be submitting revised plans to Chorley Council in line with their recommendations, which will outline modifications to the roofline. The Parish Council went onto discuss this application and asked the Clerk to submit the following observations to Chorley Council: -

- Members noted the garage is detached and not attached as per the plans.
- Members felt the proposal could potentially alter the character of the Bamfords Fold and concern was raised regarding potential over development of the site.
- Concern was raised regarding how any additional surface water is to be disposed of. All surface water from Bamfords Fold and South View goes into the sewers, which backs up and overflows onto South View during heavy rain.
- Members were of the opinion that the visual impact from Weavers Fold needs to be considered.
- Reduced parking spaces and storage of refuse bins was also raised as a concern.

08/00337/FUL - 1 South View, Bretherton

Proposal: Erection of single storey side and rear extensions (modification to a previously granted permission).

The Parish Council discussed this application and asked the Clerk to submit the following observations to Chorley Council: -

- Concern was again raised regarding how any additional surface water is to be disposed of. All surface water from Bamfords Fold and South View goes into the sewers, which backs up and overflows onto South View during heavy rain.

08/00390/FUL - The Keepers Cottage, Bank Hall Drive, Bretherton

Proposal: Replacement dwelling with detached garage.

The Parish Council discussed this application and asked the Clerk to confirm to Chorley Council that no comments were passed.

964. Finance

964.01 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr S Moulton and Cllr B Monk. Summary below: -

Value	To	Description
£128.16	Employee 1	Salary for April 2008
£32.04	Inland Revenue	Tax for April 2008
£120.00	Employee 2	Salary for April 2008
£16.76	A Partington	Reimbursements for April 2008
£58.00	A Partington	Newsletter Production / Paper
£276.00	Chorley Council	Replacement bollard on recreation ground
£53.46	Atlas Business Finance	Printing of Newsletter
£37.00	D Todd	Printing of Annual Report

964.2 Financial Monitoring Statement for Period Ended 29 April 2008

It was **RESOLVED** that the monitoring statement for period ended 29 April 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

964.3 Annual Return for Year Ended 31 March 2008

It was **RESOLVED** to approve the Statement of Accounts and Annual Governance Statement on the Annual Return for the year ended 31 March 2008. The Chairman and Clerk signed the Annual Return on behalf of the Parish Council.

964.4 Appointment of Internal Auditor

It was **RESOLVED** to appoint the internal auditor, J Lawson for the year ended 31 March 2008 and approve the fees for the audit in the sum of £40.00.

964.5 Precept 2008/09

The Clerk advised that the precept for 2008/09 had been received from Chorley Council in the sum of £8,443.00.

965. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 8 April 2008 to date of agenda (copy circulated to Members with the agenda).

966. Standards Committee

It was **RESOLVED** to invite Rev Cree (member of the Standards Committee) to the June 2008 Parish Council Meeting for him to provide an overview of the Standards Committee and establish a link with the Committee and offer the opportunity for Members to ask questions.

967. South Road and Other Village Lanes

Members acknowledged a communication from a resident raising concern regarding both light and heavy goods vehicles turning into Bamfords Fold and onwards to South View, Sarah Lane and Back Lane. The speed of vehicles and the narrowness of Sarah Lane and the potential danger to pedestrians or horse riders was raised. The Parish Council discussed the matter and **RESOLVED** to write to Lancashire Highways to request technical advice in relation to this matter and to seek their recommendations on additional signage (access only signs) at the entrance to South View. The condition of the road surface is also to be raised together with a request for suggestions for other highway safety measures such as bollards on the lanes.

968. **Green Belt, Bretherton**
 Members raised concern regarding the safeguarding of the green belt in Bretherton. It was **RESOLVED** to write to Chorley Council (Jane Meek) and request a response in time for the next Parish Council Meeting requesting details of their strategic direction about the green belt, provide advice as to what is permitted development within the green belt and invite an officer to a future parish council meeting to provide a presentation on their planning policies in the green belt to enable the Parish Council to develop a policy for future applications which should include discussing potential developments with applicants. It was suggested that a copy of the communication should be forwarded to neighboring Parish Councils (Ulnes Walton and Croston).
969. **Tree Works at Recreation Ground/The Apiary**
 It was **RESOLVED** to approve the quotation received from J C Anderton Tree Services for tree works at The Apiary/Recreation Ground in the sum of £600.00.
970. **LCC Parish Charter Update (for information purposes)**
 Cllr K Jolley provided Members with an update on the seminar attended at LCC entitled 'Pathways to Influence'.
971. **Meeting Dates for 2008/09**
 Members reviewed the meeting dates for 2008/09 put forward by the Clerk and **RESOLVED** to accept them as 2 June 2008, 7 July 2008, August 2008 (No Meeting), 1 September 2008, 6 October 2008, 3 November 2008, 1 December 2008, January 2009 (No Meeting), 2 February 2009, 2 March 2009, 6 April 2009 and 5 May 2009 (Annual Assembly and AGM).
972. **Insurance Renewal for 2008/09**
 Members considered a breakdown of two quotations for insurance for 2008/09 from Allianz (£488.55) and Norwich Union (£415.27). The Clerk advised that additional quotations had been received for insurance cover for the SPID (replacement value of £3K – annual premium of £38.10) and uplift in cover for the War Memorial to £20,000 (increase in current premium quotation for all risks = £147.07). It was **RESOLVED** to accept Norwich Union's quotation and the premium was approved and to also include the two additional items (SPID and uplift in cover for the War Memorial).
973. **Date of Next Meeting (for information purposes)**
 The date of the next Parish Council Meeting is Monday 2 June 2008, commencing at 8.00 pm at Bretherton Endowed School.

There being no further business the Chairman declared the meeting closed at 9.25 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 2 June 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley (Chairman), Cllr J Pigott, Cllr T Rigby, Cllr B Monk, Cllr G Lloyd and Cllr S Moulton

In Attendance: A Partington (Clerk), 2 Members of the Public, Rev J Cree, Independent Member of the Local Standards Committee and Paul Whittingham, Development & Building Control Manager, Chorley Council

974. **Apologies**
None.

975. **Declaration of Interest**
Cllr J Pigott declared a personal interest in relation to agenda item 982 re 08/00470/FUL being a direct neighbour of the applicant.

976. **Minutes of Last Council Meeting held on 6 May 2008**
It was **RESOLVED** that the minutes of the Annual General Meeting and Full Council Meeting of 6 May 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

977. **Members of the Public**
No matters were raised.

978. **Police Update**
A written report was submitted by CBM Plummer on incidents for Bretherton for the period 1 to 31 May 2008. The Chairman provided a verbal summary of the incidents, which included a burglary on North Road, theft on Cocker Bar Road and an assault on Pompian Brow. One road accident was also reported in the period on Eyes Lane.

979. **Borough Councilor Update**
Borough Councilor Simon Moulton provided the meeting with an update on the meeting held with LCC Officers, CC Alan Whittaker and several members of the Parish Council on 2 June 2008 regarding the road safety investigation on the A59. Cllr Jolley and Cllr Monk also attended the meeting and advised Members that the next stage will be the consultation period and production of design statements. The aim of the investigation is to reduce the number of accidents on the A59 and introduce suitable signing and lining to restrict overtaking. LCC has promised to keep the Parish Council informed of progress.

980. **Standards Committee**
The meeting welcomed Rev John Cree, Independent Member of the Local Standards Committee. Rev Cree provided an overview of the local Standards Committee and its purpose. Rev Cree was thanked for his information and attendance. Rev Cree left the meeting at this point.

981. **Planning Policies in the Green Belt**
The meeting welcomed Paul Whittingham, Development & Building Control Manager, Chorley Council. Paul Whittingham provided an overview of planning guidelines with specific reference to green belt and agricultural policies. Paul Whittingham was thanked for his information and attendance. Paul left the meeting at this point.

It was **RESOLVED** to re-convene the Parish Council Meeting.

982. Planning

Members noted the following planning decisions as advised by Chorley Council:

Application #	Decision	Location	Proposed Development
08/00137/FUL	Planning Permission Granted	The Orchard, Back Lane, Bretherton	Three bay barn for animal housing and feed store.
08/00304/FUL	Application Withdrawn	8 Bamfords Fold, Bretherton	Removal of existing garage, two storey rear extension, single storey front extension and two storey side extension to include a double garage

Members considered and discussed the following new planning applications and it was **RESOLVED** that no comments would be submitted.

Application #	Location	Proposed Development
08/00416/FUL	Finches Farm, North Road, Bretherton	Demolition of 2 no. existing conservatories and replacement with 2 no. single story extensions. Demolition and replacement of front porch and external alterations.
08/00431/LBC	The Windmill, Liverpool Road, Bretherton	Amendment to LBC 07/00608/LBC to include demolition of chimney, omission of window next to main front entrance and omission of internal door leading into kitchen.
08/00454/FUL	Glenochry, 186 South Road, Bretherton	Erection of two storey front extension, formation of pitched roof over existing garage and formation of dormers to front and rear,
08/00470/FUL	8 Bamfords Fold, Bretherton	Erection of single storey front extension and two storey side and rear extension.

Cllr T Rigby left the meeting at this point (9.25 pm).

983. Finance**983.01 Payments**

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr B Monk.
Summary below: -

Value	To	Description
£128.16	Employee 1	Salary for May 2008
£32.04	Inland Revenue	Tax for May 2008
£96.00	Employee 2	Salary for May 2008
£19.68	A Partington	Reimbursements for May 2008
£60.00	Village Garden Services	Ground Maintenance (Bamfords Fold/Apriary) for April 2008
£225.00	Thompson Dagnall	Refurbishment of Village Heart Stone
£55.25	Heskin Parish Council	SPID Safety Ladder - One Third Share
£104.53	South Ribble Borough Council	Grass Cutting x 2 for April 2008
£94.47	Chorley Council	Play Area Inspections for 2007/08
£600.00	J C Anderton Tree Services	Fell Ash Trees at The Apriary/Recreation Ground
£40.00	J Lawson	Internal Audit for Year Ended 31/03/08
£580.52	Allianz Insurance Plc	Insurance Renewal - 01/06/08

£140.00	Heskin Parish Council	SPID Duties by HPC Lengthsman April/May 08
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983.2 Financial Monitoring Statement for Period Ended 30 April 2008

It was **RESOLVED** that the monitoring statement for period ended 30 April 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

984. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 7 May 2008 to 2 June 2008.

985. Date of Next Meeting

The date of the next Parish Council Meeting is Monday 7 July 2008, commencing at 8.00 pm at Bretherton Endowed School.

There being no further business the Chairman declared the meeting closed at 9.45 pm.

Signed:

Dated:

BREHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 7 July 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley (Chairman), Cllr J Pigott, Cllr T Rigby, Cllr B Monk, Cllr G Lloyd and Cllr S Moulton

In Attendance: A Partington (Clerk) and 1 Member of the Public

986. Apologies
None.

987. Declaration of Interest
None.

988. Minutes of Last Council Meeting held on 2 June 2008
It was **RESOLVED** that the minutes of the Full Council Meeting of 2 June 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

989. Members of the Public
The matter of hedges/trees overgrowing onto pavements and the highway was raised. The Clerk suggested an article in the forthcoming newsletter and courtesy calls into the relevant landowners to ask if they would cut back hedges/trees where relevant.

It was reported that there had been a non injury road accident on Back Lane where a vehicle had left the road at a blind bend and ended up in a hedge. Discussion took place on the condition of Back Lane and Sarah Lane. The Clerk confirmed letters and emails have been sent to Mike Walsh, Lancashire Highways, but with no response. Borough Councilor Moulton offered to follow the matter up.

The electricity power supply into Bamfords Fold was raised. It was noted the number of power cuts was increasing and the Parish Council were asked if they would support the request to get Bamfords Fold onto the main power supply. The subject is to be included on a future agenda.

Sewage sludge treatment on agricultural land in Bretherton was raised. A resident reported that sludge had been found in blocked sewers recently. It was also reported that the transportation of the sludge was not adequately covered. Residents were reminded that Chorley Borough Council, Environmental Health Department has agreed to act as point of contact for any complaints from residents re the use of sewage sludge in the treatment of agricultural land and should be contacted directly in this regard. Monitoring forms can also be obtained from Chorley Council.

990. Police Update
A written report was submitted by CBM Plummer on incidents for Bretherton for the period 1 to 30 June 2008. The Chairman provided a verbal summary of the incidents, which included a crime on Eyes Lane and two road accidents; one injury accident on Eyes Lane and one non-injury accident on Back Lane. It was also reported that the Walking School Bus has now commenced weekly on Wednesday mornings.

991. Borough Councilor Update
Borough Councilor Doreen Dickinson sent her apologies for absence. No matters were raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

992. Planning

Members noted there were no new planning applications to consider and noted the following planning decisions as advised by Chorley Council:

Application #	Decision	Location	Proposed Development
08/00337/FUL	Planning Permission Granted	1 South View, Bretherton	Erection of single storey side and rear extensions.
08/00431/LBC	Listed Building Consent	The Windmill, Liverpool Road, Bretherton	Amendment to Listed Building Consent 07/00608/LBC to include demolition of chimney, omission of window next to main front entrance and omission of internal door leading into kitchen.
08/00390/FUL	Planning Permission Granted	The Keepers Cottage, Bank Hall Drive, Bretherton	Replacement dwelling with detached garage.

983. Finance

983.01 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr J Pigott and Cllr T Rigby. Summary below: -

Value	To	Description
£128.16	Employee 1	Salary for June 2008
£32.04	Inland Revenue	Tax for June 2008
£96.00	Employee 2	Salary for June 2008
£20.32	A Partington	Reimbursements for June 2008
£90.00	Village Garden Services	Ground Maintenance (Bamfords Fold/Apriary) for May
£153.41	South Ribble Borough Council	Grass Cutting x 2 for May 2008 + Herbicide Spray June
£128.16	Employee 1	Salary for July 2008
£32.04	Inland Revenue	Tax for July 2008
£120.00	Employee 2	Salary for July 2008
£10.00	OPSTA	Renewal of Membership to OPSTA - June 08 to May 09

983.2 Financial Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 1 July 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

994. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 2 June 2008 to 7 July 2008.

995. Newsletter

It was agreed that the next newsletter would be prepared and circulated by mid July 2008. Brief discussion took place on the potential articles for the next newsletter. The creation of a village diary was discussed, where all village events could be centrally logged showing dates, times, locations together with links to the various organisations arranging the events.

996. AIP Study – A59 Liverpool Road, Bretherton

Members acknowledged a communication from Lancashire County Council (Ian Kime, Principal Road Safety Engineer) concerning the AIP Study on the A59. Cllr Jolley provided an overview of the proposals and Members briefly discussed the matter and felt the scheme was very welcome. It was noted that no formal response was required at this time.

997. Football Pitch

997.1 Members considered the football agreement for the season 2008/09 with Croston Junior Football Club. Members agreed the terms and conditions, but requested the Clerk clarify the point that the pitch rental is waived in lieu of CJFC undertaking groundwork. The Clerk was asked to liaise with CJFC with a view to signing off the agreement and obtaining this clarification.

997.2 The Clerk had obtained a quotation from Danvic Ground Maintenance to maintain the football pitches and make necessary repairs to the goal mouths. Members decided this quotation would not be considered at this point, pending clarification from CJFC that they would be undertaking the ground maintenance.

998. Recreation Ground Car Park

Members considered the use of the Recreation Ground car park by residents. It was **RESOLVED** to maintain the current arrangement whereby no vehicles are permitted to be parked on the car park on a regular permanent basis. It was felt that allowing residents to park on a permanent basis would create a precedent and would also have an impact on the users of the Recreation Ground. It was suggested that a brief article be included in the forthcoming Newsletter to remind residents of the arrangement. It was also agreed that if necessary, a letter would be sent to residents reminding them of the policy.

999. SPID

999.1 Members thanked Cllr Monk for attending a course hosted by Lancashire County Council and the Fire Brigade to be trained on the ladder use and deployment of SPIDs. Cllr Monk kindly offered to undertake the SPID rotation, assisted by Cllr Moulton. The Clerk was asked to contact Heskin Parish Council to notify them of the position.

999.2 Members discussed the possibility of asking local businesses to financially sponsor the purchase of further SPID to improve road/community safety and reduce speed on the village roads. The Clerk was asked to write to local businesses in this regard. The Clerk was also asked to ascertain whether it would be possible to purchase an additional battery.

1000. Planning Committee

It was **RESOLVED** to create a Planning Committee and Members agreed the terms of reference to be the consideration of planning applications/matters where the timeframe falls outside of normal Parish Council Meeting calendar dates. All Members of the Parish Council be Members of the Planning Committee, with a quorum of 3 Members. Responsibility to be delegated to the Planning Committee to respond to the relevant Planning Authority on behalf of the Parish Council for such matters considered.

1001. LAPTC Area Committee Meeting

Cllr Jolley attended the LAPTC Chorley Meeting on 3 July 2008 and updated Members with the salient points from the meeting, which included: -

- Attendance of Inspector Ian Roberts who advised that policing has now been re-arranged into two areas – response policing and neighbourhood policing (headed by himself). Inspector Roberts tasks all neighbourhood teams (including CBM's/PCSO's) with their work tasks, so it was suggested that all queries and reports be channelled through him via email.
- The theft of catalytic converters from cars was reported as being a new crime with a considerable number of cases being reported in Clayton Brook, Brinscall and Adlington.
- Pavement parking is currently being monitored and whilst it is necessary in some areas to allow traffic flow, complete blockage of the pavement is illegal.
- Concern was raised regarding potential scams with older people regarding the digital switchover. Free leaflets are available from BBC Lancashire. It was suggested copies be obtained for circulation with a future newsletter.
- The Peninsula proposal was shelved as no interest from Parish Councils received.
- Changes to the Chorley postal delivery services are being introduced during the summer months which may have an impact, particularly in Wheelton.

- Grants are available from Chorley Sports up to £500 for groups and £250 for individuals.
- Noted that Chorley FM will publicise local events for free.
- The next meeting is scheduled for 27 October 2008.

1002. Date of Next Meeting

The date of the next Parish Council Meeting is Monday 1 September 2008, commencing at 8.00 pm at Bretherton Endowed School.

There being no further business the Chairman declared the meeting closed at 9.20 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 1 September 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley (Chairman), Cllr J Pigott, Cllr T Rigby, Cllr B Monk, Cllr G Lloyd and Cllr S Moulton

In Attendance: A Partington (Clerk) and 2 Members of the Public

1003. Apologies
None.

1004. Declaration of Interest
A personal declaration of interest was made by Councilor Pigott, Councilor Jolley and Councilor Moulton in relation to agenda item 1012 – Power Supply – Bamfords Fold.

1005. Minutes of Last Council Meeting held on 7 July 2008
It was **RESOLVED** that the minutes of the Full Council Meeting of 7 July 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

1006. Members of the Public
The following matters were raised by residents: -

- The sign at Public Footpath # 30 (Broad Meadow) is buried in the hedge and requires trimming back.
- Bushes on Public Footpath # 8 (North Road to Marl Cop) are overgrown and require attention.
- The Blue Anchor has made a request for the track/access path leading from the pub to the Recreation Ground be improved and made more permanent.
- It was reported that overhanging branches/bushes on Pompian Brow require attention.
- It was reported that the ground around the Institute requires weeding.
- Bushes on the footpath on Carr House Lane (opposite Woods Row) are overgrown and require attention.
- It was reported that bushes were overgrowing onto the pavement near the Old Police Station on South Road. It was noted this was Estate land. It was suggested that the Parish Council and Governors of the School write to the Estate as a matter of urgency to request that the hedges be maintained on a regular monthly basis to ensure the future safety of children. It was noted that individuals using the path are currently being forced into the road because of the overgrown hedges and a recent incident had occurred whereby the wing mirror of a moving vehicle had knocked an individual.
- It was reported that dogs were being exercised on the Recreation Ground (early morning), which is not permitted. Everyone was asked to be vigilant.
- Cllr Jolley expressed gratitude and thanks on behalf of the Parish Council following a bequest from the late Mrs Boston to the Parish Council. Mrs Boston was a much-loved member of the community and careful consideration will be given as to how the money will be used. A letter of thanks is to be forwarded to Mr Boston.
- It was noted there had been an increase in molehills recently on the Recreation

Ground.

- It was reported that old gateposts at the entrance to a field on Back Lane (between Broad Meadow and the fish ponds) have been removed.

1007. Police Update

CBM Plummer submitted a written report on incidents for Bretherton for the period 1 July to 31 August 2008. A review of incidents had occurred in the PACT Meeting held prior to the Parish Council Meeting.

1008. Borough Councilor Update

No matters.

It was **RESOLVED** to re-convene the Parish Council Meeting.

1009. Planning

1009.1 Minutes of the Planning Committee Meeting held on 4 August 2008

It was **RESOLVED** that the minutes of the Planning Committee Meeting of 4 August 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

1009.2 New Planning Applications

Members considered and discussed the following new planning applications and it was **RESOLVED** that no comments would be submitted in relation to 08/00883/FUL and 08/00905/LBC. Members requested that comments be submitted in relation to planning application 08/00793/FUL with regards to requesting that consideration be given to appropriate boundary treatment being sympathetic to the surrounding rural environment.

Application #	Location	Proposed Development
08/00793/FUL	Dingle Wood Cocker Bar Road	Demolition of existing bungalow and the erection of a replacement dwelling with a detached garage
08/00883/FUL	Martinside Farm 165 South Road	Erection of conservatory & summerhouse
08/00905/LBC	Martinside Farm 165 South Road	Listed Building Consent for the erection of a single storey rear conservatory following the demolition of the existing conservatory and the erection of a detached summerhouse

1009.3 Planning Decisions Made

The Parish Council noted the following decisions notified by Chorley Council: -

Application #	Decision	Location	Proposed Development
08/00454/FUL	Planning Permission Granted	Glenochry, 186 South Road, Bretherton	Erection of two storey front extension, formation of pitched roof over existing garage and formation of dormers to front and rear.
08/00470/FUL	Refusal of Planning Permission	7 Bamfords Fold, Bretherton	Erection of single storey front extension and two storey side and rear extension.

1010. Finance

1010.01 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr J Pigott. Summary below: -

Value	To	Description
£128.16	Employee 1	Salary for August 2008
£32.04	Inland Revenue	Tax for August 2008
£96.00	Employee 2	Salary for August 2008
£85.00	A Partington	Reimbursements for July and August 2008
£120.00	Village Garden Services	Ground Maintenance (Bamfords Fold/Apriary) for June/July 2008

£209.06	South Ribble Borough Council	Grass Cutting x 2 for June/July 2008
£54.00	Lancashire County Council	Room Rental - April May & June Parish Council Meetings
£141.00	BDO Stoy Hayward	Audit for Year Ended 31 March 2008
£423.00	I M Brown Limited	Repair of Round About
£1,288.26	TOTAL	

1010.2 Financial Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 1 September 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

1011. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 7 July 2008 to 1 September 2008.

1012. Power Supply – Bamfords Fold

Members considered supporting a request to have Bamfords Fold and South View included on the main electricity power supply for the village. Members discussed the frequent, lengthy power cuts within the village and it was **RESOLVED** that the Parish Council write to United Utilities with a view to seeking clarification as to where the electricity supply comes from for the village, in particular Bamfords Fold and South View and ascertaining whether anything can be done to improve the reliability of the supply.

1013. New Street Naming Consultation

Members considered a recommendation by Chorley Council to name the unofficial road referred to as Odd House Lane officially to Odd House Lane. It was **RESOLVED** to accept the recommendation.

1014. Lancashire Local

The Clerk provided an update from the meeting held on 23 July 2008. Members noted that in relation to the Lancashire Locals Highways Budget for 2008/09, a decision had now been made on the four possible highways schemes submitted by the Parish Council. A summary of the decisions was provided: -

Recommendation by Parish Council	Decision by LCC
North Road – introduction of red tarmac on the road as an indicator to road users that the new speed limit of 50mph is in force.	Recommended that SLOW patches be placed on the approaches to Marl Cop and Carr House Lane.
South Road / Marl Cop – introduction of a slow sign on Marl Cop and discreet reflector on South Road.	Not recommended on the basis that the accident record is good with no accidents reported to the police in the last 5 years.
Back Lane – introduction of bollards to restrict the width at the beginning, middle and end as a speed prevention measure/deterrent.	Not recommended as the lane is narrow and introduction of such bollards would prevent access by farm vehicles.
Back Lane – clearer sign posting to indicate the road is an access only road.	Recommended that replacement access only signs be ordered for the Back Lane/Flag Lane junction.

It was **RESOLVED** that the Clerk write to Alan Capstick at Lancashire County Council to clarify the decision made about South Road/Marl Cop and query the statement made regarding no accidents being reported, as this is incorrect.

1015. Borough/Parish Liaison Meeting

The Clerk provided an update from key items raised at the meeting held on 16 July 2008; a presentation on Neighbourhood Working and the decision by Chorley Council to include Parish Councils in the preparation of S106 agreements.

1016. Chorley Council Standards Committee

Members acknowledged a communication from Chorley Standards Committee advising that our mentor will continue to be Rev J Cree; the revised procedure for submitting complaints and the invitation to submit nominations for membership for the Council's Standards Committee.

1017. Play Area

1017.1 Members acknowledged emergency repairs were carried out to the roundabout during the summer months. IM Brown Ltd were appointed to undertake the work and it was **RESOLVED** the cost of £423 be approved.

1017.2 Members agreed to defer the quotation submitted by IM Brown Ltd for repair work to various pieces of play equipment until other avenues of funding are investigated.

1018. Play Area

Members **RESOLVED** to write to Jamie Carson at Chorley Council to request if any S106 funds were available to fund replacement pieces of equipment for the play area, specifically a new slide and round about.

1019. Neighbourhood Working

Members noted as part of the Neighbourhood Working initiative, ward walks are to be undertaken by Council officers and elected borough councillors. Members suggested that the lay by on Pompian Brow and the metal fencing on South Road should be included as part of the ward walk for consideration for potential improvements.

1020. Date of Next Meeting

The date of the next Parish Council Meeting is Monday 6 October 2008, commencing at 8.00 pm at Bretherton Endowed School. Councillor K Jolley offered her apologies for absence from this meeting.

There being no further business the Chairman declared the meeting closed at 9.15 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 6 October 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr J Pigott, Cllr G Lloyd and Cllr S Moulton

In Attendance: A Partington (Clerk) and 1 Member of the Public

It was **RESOLVED** that Cllr J Pigott be elected to the office of Chairman for this meeting in the absence of the Chairman, Cllr K Jolley. Cllr Pigott took the chair.

1021. Apologies

Cllr K Jolley and Cllr B Monk offered apologies for absence. Cllr T Rigby was not present.

1022. Declaration of Interest

Cllr J Pigott declared a personal interest in relation to agenda item 1021.1 re planning application 08/00810/FUL – 8 Bamfords Fold.

1023. Minutes of Last Council Meeting held on 1 September 2008

It was **RESOLVED** that the minutes of the Full Council Meeting of 1 September 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

1024. Members of the Public

- A resident raised concern regarding the condition and in some places flooding of Back Lane and Sarah Lane.
- Clarification was sought from a resident regarding why the new signage at the start of South View '*Unsuitable for Motor Vehicles*' had been erected.
- It was reported that the 50mph sign on Marl cop (opposite Marl Cop Cottage) has been uprooted and requires reporting to Lancashire Highways for repair.
- The following public footpath matters were reported: -
 - (i) Public footpath # 5 - the majority of the footpath is overgrown and requires maintenance.
 - (ii) Public footpath # 4 - the footpath sign on Sarah Lane needs resetting.
 - (iii) Public footpath # 30 - the footpath sign at the junction of Broad Meadow and Back Lane needs re-setting and is also buried in the hedge.
 - (iv) Footpath # 30 - the footpath sign, which is located where the path leaves the lane and starts to cross the field, is buried in the hedge.

1025. Police Update

CBM Plummer submitted a written report on incidents for Bretherton for the period 1 September to 30 September 2008. A review of incidents had occurred in the PACT Meeting held prior to the Parish Council Meeting. A summary was provided: four burglaries on Back Lane, South Road, Highfield Road and Plocks Farm and three road traffic incidents, two on North Road and one on Carr House Lane.

Other initiatives the Community Policing Team are currently involved in include Passport to Safer Cycling with children at the local school together with crime prevention advice on bikes. The forensics from the theft of lead from the Congregational Church is still not available.

1026. Borough Councilor Update

Borough Cllr Moulton briefly mentioned the progression of the Neighbourhood Working initiative.

It was **RESOLVED** to re-convene the Parish Council Meeting.

1027. Planning

1027.1 New Planning Applications

Members considered and discussed the following new planning applications. No comments were raised.

Application #	Location	Proposed Development
08/00793/FUL	Dinglewood, Cocker Bar Road	Amended Plans for Demolition of existing bungalow and the erection of a replacement dwelling with a detached garage.
08/00810/FUL	8 Bamfords Fold	Erection of a single storey front extension and two-storey rear and side extensions.
08/00918/FUL	60 South Road	Erection of a rear conservatory.
08/00975/FUL	18 Bamfords Fold	Demolition of rear conservatory and boiler cupboard and erection of a single storey rear extension.
08/00993/FUL	16 Bamfords Fold	Erection of a rear conservatory.
08/00999/FUL	Carr House, Carr House Lane	Erection of a double detached garage.

1027.2 Planning Decisions Made

Members noted no planning decisions had been notified since the last meeting.

1028. Finance

1028.01 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr S Moulton. Summary below:

Value	To	Description
£128.16	Employee 1	Salary for September 2008
£32.04	Inland Revenue	Tax for September 2008
£120.00	Employee 2	Salary for September 2008
£29.56	A Partington	Reimbursements for September 2008
£160.00	Village Garden Services	Ground Maintenance (Bamfords Fold/Apriary) for August/September 2008/Additional Work around Institute Building
£53.46	Atlas Business Finance	Printing of Newsletter (August 2008)
£20.00	Lancashire County Training Partnership	Chairman Training for Cllr Jolley
£104.53	South Ribble Borough Council	Grass Cutting x 2 for August 2008
£647.75	TOTAL	

1028.2 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 6 October 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

1028.3 Annual Return for Year Ended 31 March 2008

Members noted that the Audit for the year ended 31 March 2008 was now concluded and it was **RESOLVED** to approve and accept the Annual Return for the Year Ended 31 March 2008.

1029. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 2 September 2008 to 6 October 2008. The Clerk highlighted the following correspondence for consideration at a future meeting: -

- Consultation document from Lancashire County Council regarding the development of the Lancashire Locals.
- Invitation from CC A Whittaker for a networking session with neighbouring parishes.
- Result of claim for Definitive Map Modification Order (Bamfords Fold to South Road).
- Invitation from Chorley Council to be involved in an information exchange as part of the Neighbourhood Working initiative.

1030. Lancashire County Council Parish Charter

Members considered the draft Lancashire County Council Parish Charter. No comments were raised in relation to the draft Charter.

1031. Footpath between the Blue Anchor and Recreation Ground

Members considered the verbal request from the Blue Anchor to have the track/access path leading from the pub to the Recreation Ground be improved and made more permanent. It was **RESOLVED** that until the Parish Council receive a formal written request from the resident at the public house, the matter would be deferred. Members briefly discussed the material considerations that would need to be borne in mind when considering the matter; they included planning, legal, safety, consultation with residents, etc.

1032. Lancashire Best Kept Village Results

Members noted that in the 2008 competition, Bretherton has received 3rd place overall in the Small Village Class, won the best notice board category (The Apiary) and received a Highly Commended for the Special Feature category for the Village Heart. The Parish Council has been invited to the Awards Ceremony which will take place on 12 October 2008 at 2.30 pm at Stanley House Hotel, Mellor to collect the award for the notice board. Two people are invited to attend. It was **RESOLVED** that Cllr J Pigott and the Clerk would attend.

1033. Changing Spaces Grant Forum held on 30.09.08

Members received an update from Cllr Pigott and the Clerk who attended this grant forum. In summary the grant schemes available include Sustainable Energy Programme, Changing Spaces, Food and Access to Nature. Members discussed the possible projects that could be considered such as sustainable energy system for the Institute building, multi user building for the organisations that use the Recreation Ground such as the Bowling Club and Football Club, creation of a Boules Pitch, and enhancement of the Play Area.

It was **RESOLVED** that in order to take the matter forward, Councillors and the Clerk would have informal discussions with the other community groups in the village that could potentially be interested in the grant scheme to ascertain their initial interest. The Clerk is to contact Sarah Cooper (External Funding Officer) at Chorley Council to ascertain whether she would be willing to come to the village and have a joint meeting with all of the local groups to establish whether any of

our suggested projects could be driven forward through one of the four grant schemes.

1034. Parish Council Website

Members considered a website framework document circulated to all Councillors. It was **RESOLVED** that the Clerk and Cllr Moulton would liaise with two web site developers with a view to obtaining costings for the development of the web site.

1035. Bequest to Parish Council

Members gave consideration as to how the bequest to the Parish Council could be best used to remember Mrs Boston. Suggestions such as bird boxes, village bench, flowers planters, trees, or an annual competition were put forward. It was **RESOLVED** to defer the agenda item to the next meeting for a collective decision.

1036. Borough/Parish Liaison Meeting

Members noted the next meeting is scheduled for Wednesday 15 October 2008. The Clerk had received advance notice that S106 funding will be included on the agenda. Members raised no matters for the agenda. It was noted that Cllr Pigott would attend on behalf of the Parish Council.

1037. Lancashire Local Chorley Meeting

Members noted the next meeting is scheduled for Wednesday 29 October 2008. It was noted that Cllr Jolley is available to attend on behalf of the Parish Council.

1038. Date of Next Meeting

The date of the next Parish Council Meeting is Monday 3 November 2008, commencing at 8.00 pm at Bretherton Endowed School, South Road, Bretherton.

There being no further business the Chairman declared the meeting closed at 9.10 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of an Extra Ordinary Parish Council Meeting held on Thursday 23 October 2008 at the School Room, Congregational Church, South Road, Bretherton @ 7.30 pm.

Present: Cllr K Jolley, Cllr J Pigott, Cllr G Lloyd and Cllr B Monk

In Attendance: A Partington (Clerk)

1039. **Apologies**
Cllr S Moulton and Cllr T Rigby offered apologies for absence.

1040. **Declaration of Interest**
None declared.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

1041. **Members of the Public**
No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

1042. **Map Modification Order**
Members acknowledged the unsuccessful application for a map modification order for a footpath from Bamfords Fold to South Road. In the absence of any additional evidence it was **RESOLVED** not to submit an appeal to the Secretary of State.

1043. **Date of Next Meeting**
The date of the next Parish Council Meeting is Monday 3 November 2008, commencing at 8.00 pm at Bretherton Endowed School, South Road, Bretherton.

There being no further business the Chairman declared the meeting closed at 8.05 pm.

Signed:

Dated:

BREThERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 3 November 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley, Cllr J Pigott, Cllr G Lloyd, Cllr S Moulton, Cllr B Monk and Cllr T Rigby

In Attendance: A Partington (Clerk), Borough Councilor D Dickinson and 3 Members of the Public

1044. **Apologies**
None.

1045. **Declaration of Interest**
Cllr J Pigott declared a personal interest in relation to agenda item 1051.1 regarding the annual grant payment to Bretherton Bowling Club. Cllr Pigott is the Secretary to the Bowling Club.

Cllr T Rigby declared a personal interest in relation to agenda item 1050.1 regarding 08/01065/CLPUD, Application for Certificate of Lawfulness. Cllr Rigby is a neighbor of the applicant.

Cllr S Moulton declared a personal interest in relation to agenda item 1050.1 regarding planning application 08/01007/FUL. Cllr Moulton has already made comment on the application in his capacity as a Borough Councilor.

1046. **Minutes of Parish Council Meeting held on 6 October 2008 and Extra Ordinary Council Meeting held on 23 October 2008**

It was **RESOLVED** that the minutes of the Full Council Meeting of 6 October 2008 and the Extra Ordinary Council Meeting of 23 October 2008 were accepted as being an accurate record of the meetings and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

1047. **Members of the Public**

The matter of sewage sludge on agricultural land in the village was raised by some residents present at the meeting and the impact of the new regulations effective October 2008 concerning Nitrate Vulnerable Zones. The resident reported that following numerous telephone calls with Defra, confirmation has now been obtained that despite Bretherton being in the NV Zone, sewage sludge is exempt from NV levels. Residents further reported that in their opinion sewage sludge was entering the water course. The Chairman advised that complaints concerning such matters should be reported to either the Environmental Health at Chorley Council or alternatively the Environment Agency. It was suggested an article be included in the forthcoming newsletter reminding residents of the numbers to contact.

The condition of some of the public footpaths in Bretherton was raised by a resident present at the meeting, in particular, the following were noted as being in particularly bad condition and the resident requested the Parish Council report the issues as follows: -

- **Public Footpath # 24** - The first part of the footpath, near the bridge is overgrown and requires attention. On the second part, the footpath is not obvious and does require to be re-instated.
- **Public Footpath # 23** - There are horses in the field which does deter people from using the footpath. Is it possible to put some type of signage up at the beginning of the path to pre warn walkers of horses on and near the footpath.
- **Public Footpath # 26** - The footpath is extremely muddy and is difficult to find and does require to be re-instated.
- **Public Footpath # 18** - The path is difficult to follow and there are deep ruts (now full of water) caused by tractor/trailers. The footpath requires to be re-instated.

The following fly tipping incidents were reported by various residents present at the meeting:-

- Cocker Bar – cardboard boxes and household waste.
- Marl Cop – plastic containers.
- Back Lane – paper / steel and polystyrene.

The Chairman reported that Cllr Pigott had attended the Awards Ceremony for the Lancashire Best Kept Village Competition on behalf of the Parish Council. It was pleasing to note that Bretherton won awards for the best notice board category (The Apiary), highly recommended for village project (Village Heart) and came third overall in the category for small village. Certificates would be displayed in the notice boards and the shield will be displayed in The Old Bakery. Thanks were expressed to Cllr J Pigott for refurbishing the notice boards and to the Clerk for the content/presentation of the information notices.

1048. Police Update

A review of incidents had occurred in the PACT Meeting held prior to the Parish Council Meeting.

1049. Borough Councilor Update

No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

1050. Planning

1050.1 New Planning Applications

The following applications were discussed: -

Application #	Location	Proposed Development
08/01007/FUL	Stoat Hall Fisheries, Back Lane	Erection of a storage barn, polytunnel and two stables with hay barn and tack room.
08/01065/CLPUD	Overall Hall, Flag Lane	Application for a Certificate of Lawfulness for proposed outbuilding.

Members discussed application 08/01007/FUL and **RESOLVED** to submit the following comments to Chorley Planning: -

- a) The Parish Council has assumed that what has been applied for is permitted agricultural development.
- b) It is stated that the development of the two stables are required for personal use only. Concern is raised about the possibility of this development being extended and changed in the future to a business/commercial venture. This would undoubtedly have an impact on other factors such as the volume of traffic. If the application is approved, it was requested that a condition be introduced restricting commercial development of the stables. The reason for this is the deteriorating condition of Back Lane. The condition of the road has already been highlighted to Lancashire Highways, however, the use of equestrian trailers/vehicles would undoubtedly increase the deterioration further and may impact the health and safety of other road users and pedestrians.
- c) An application several years ago was granted on the same site for a barn to store machinery. The proposed pole barn is also for storing machinery already located at the site ie. dumper truck, tractor, excavator and mower. Members considered that further justification is required on this point.
- d) The application states that machinery is to be serviced on site in the pole barn. Clarification is sought as to whether this applies to the applicants own machinery on site only and whether all implications of machinery being serviced on site has been taken into consideration.
- e) The new Central Lancashire Local Development Framework Summary Core Strategy document states that in order to sustain the rural economy, one of the preferred options was to minimise the landscape impact of horse related uses.
- f) Concern was raised regarding the environmental impact and disturbance to neighbouring properties if overnight lighting is approved.

- g) Concern was raised about the adverse affect to trees and hedges and a suitable condition be included to safeguard the existing trees/hedges.
- h) Clarification is required as to whether planning permission has been given to the 15 parking spaces quoted in the Design and Assess statement.

Members discussed 08/01065/CLPUD in relation to an application for a certificate of lawfulness for a proposed outbuilding and had no comments to make on this application. Clarification was sought from a Councillor as to why this application was tabled. The Clerk had received, prior to the meeting, an explanation from the Planning Officer to confirm that this Certificate of Lawfulness for Proposed Use or Development is being applied for by the applicant to obtain a Certificate (a legal document) from the Council to confirm that what they want to build does not require planning permission, as it falls within the criteria to be 'Permitted Development'.

1050.2 Planning Decisions Made

Members noted the following decisions made: -

Application #	Decision	Location	Proposed Development
08/00918/FUL	Planning Permission	60 South Road	Proposed conservatory to side/rear elevation
08/00793/FUL	Planning Permission	Dingle Wood, Cocker Bar Road	Demolition of existing bungalow and the erection of a replacement dwelling with a detached garage
08/00905/LBC	Listed Building Consent	Martinside Farm, 165 South Road	LBC for the erection of a single storey rear conservatory following the demolition of the existing conservatory and the erection of a detached summer house.
08/00883/FUL	Planning Permission	Martinside Farm, 165 South Road	Erection of a summer house and conservatory

1051. Finance

1051.1 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr B Monk. Summary below:

Value	Recipient	Description
£128.16	Employee 1	Salary for October 2008
£32.04	Inland Revenue	Tax for October 2008
£96.00	Employee 2	Salary for October 2008
£27.23	A Partington	Reimbursements for October 2008
£60.00	Village Garden Services	Ground Maintenance (Bamfords Fold/Apriary) for Oct 2008
£153.41	South Ribble Borough Council	Grass Cutting & Herbicide Spray
£36.00	Lancashire County Council	Room Hire x 2 (July and September)
£18.00	Lancashire County Council	Film Night - 19 September
£25.00	The Royal British Legion	Poppy Wreath
£1,300.00	Bretherton Bowling Club	Bowling Green Maintenance Grant
£1,875.84	TOTAL	

1051.2 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 3 November 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

1052. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 7 October 2008 to 3 November 2008. It was requested that the consultation document on the Local Development Framework be included on the next agenda together with the communication from Chorley Council regarding the Taxi Study. The Chairman requested rural transportation be included on the next agenda also.

1053. Remembrance Day Wreath

Members **RESOLVED** to approve the expenditure of £25.00 for the purchase of a poppy wreath and confirmed Cllr K Jolley would represent the Parish Council on Remembrance Day.

1054. Gardening Contract

Members considered a quotation received from Village Garden Services for the gardening contract for the Village Heart/Bamfords Fold spaces from April 2009 to October 2009. It was **RESOLVED** to appoint Village Garden Services for this contract and approve the expenditure of £35.00 per visit (2 visits per month) = total cost for the gardening contract for 2008/09 being £490.00.

1055. Village Information Leaflet

Members agreed to update the village information leaflet and re-issue to all households in the parish with the next newsletter. Members **RESOLVED** to approve the expenditure of £38.00 for the printing/folding costs via D Todd.

1056. Newsletter

Members discussed and considered the production of the next newsletter. It was **RESOLVED** the newsletter would be ready for distribution by 22 November 2008. All material should be with the Clerk for the 10 November 2008. Ideas for articles were briefly discussed.

1057. Bequest to Parish Council

Members again gave consideration as to how the bequest to the Parish Council could be best used to remember Mrs Boston. Additional suggestions such as a memorial garden (near the Venus stone), trees or a village wrought iron sign were put forward. It was **RESOLVED** that Cllr K Jolley would obtain prices/designs from Mere Brow Smithy for a wrought iron village sign. The Clerk is to determine whether planning permission would be required for such a sign to be erected. Members noted that future maintenance of the sign would need to be taken into account. It was suggested the matter be included on the next agenda.

1058. Cross Project

Members noted that the Parish Council had been unsuccessful with its recent funding application to Awards for All based on not meeting the funding criteria. It was agreed that other sources of funding would be investigated. Cllr S Moulton offered to contact Sara Cooper at Chorley Council to ascertain whether she was aware of any particular funding pot that would be suitable for such a project. Members **RESOLVED** to write to the Church to advise them of the current position.

1059. Recreation Ground

1059.1 Members discussed the use of the car park by residents and **RESOLVED** to investigate the long term use and the possibility of a controlled use of the car park by residents. The Clerk was asked to investigate matters such as the implications of charging residents to park, insurance implications, legalities, restrictions, change of use from local amenity to residential car park, etc and report back to Council.

Until this matter is resolved, the Parish Council confirmed that the resident who had been requested to refrain from parking would again be contacted to advise him of the current position and offer the use of one parking space until such time as the above has been investigated and a decision reached about the long term use of the car park.

1059.2 Members noted the roundabout has been disabled as two segments of the floor are damaged. It was **RESOLVED** the Clerk would investigate the possibility of dismantling the roundabout, having the kit removed and the ground made safe until such time as funds could be ascertained to purchase replacement equipment. The Clerk to make enquiries with Ian Brown Limited and ascertain whether he could make a new roundabout using the old equipment.

- 1060. Neighbourhood Working Initiative**
Members acknowledged an update from Chorley Council regarding the progress of the introduction of Neighbourhood Working. It was **RESOLVED** to participate in an information exchange session. Clerk to confirm dates of forthcoming Parish Council Meetings and deadlines for newsletters and liaise with Liz Morey at Chorley Council accordingly.
- 1061. Invitation from Chairman of Lancashire County Council**
Members considered an invitation from CC A Whittaker to attend a networking session at County Hall with neighbouring parish councils on Monday 24 November 2008 at 7.00 pm. Members **RESOLVED** to accept the invitation and Cllr K Jolley and Cllr G Lloyd are to attend on behalf of the parish council.
- 1062. LCC Annual Parish & Town Council Conference**
Members acknowledged an invitation to attend the conference on Saturday 29 November 2008 at County Hall. Members **RESOLVED** to accept the invitation and Cllr J Pigott offered to attend on behalf of the Parish Council.
- 1063. United Utilities**
Members acknowledged a response from United Utilities concerning the electricity supply interruptions to the village. It was **RESOLVED** that the Clerk would summarise the position and include in the next newsletter and ask for resident views on the position and gain support from residents for the Parish Council to pursue the matter with United Utilities for clearer action. Cllr J Pigott offered to be a point of contact in relation to this initiative.
- 1064. Nitrate Pollution Prevent Regulations**
This matter was discussed in agenda item 1047.
- 1065. Update from Meetings (For Information)**
- 1065.1 Cllr J Pigott provided Members with an update of the Borough Parish Liaison meeting held on 15 October 2008. The Borough Council is investigating the process/mechanism for allocating S106 funds and currently has approximately £20K to distribute.
- 1065.2 Cllr K Jolley provided Members with an update from the LALC Chorley Area Committee held on 27 October 2008. Julian Jackson presented the Local Development Framework. It was noted that Parish Councils could re-claim the Best Kept Village Competition fees. A Parish Council present urged Members to support their campaigns re the introduction of a more comprehensive bus tracking service and also the phasing out of single use plastic. Details will be included in the minutes of the meeting.
- 1065.3 Cllr K Jolley provided a brief update from the Lancashire Local Chorley held on 29 October 2008. The next meeting is scheduled for 10 December 2008. The Clerk was requested to seek the procedure for raising items for a future agenda.
- 1066. Standing Orders (For Information)**
Members to note that Standing Orders are to be reviewed and presented to a future meeting for consideration and adoption.
- 1067. Freedom of Information Act – Publication Scheme (For Information)**
Members to note the ICO have issued a generic publication scheme model for Parish Councils to adopt and operate by 1 January 2009. The Parish Council will breach the Freedom of Information Act if it has not adopted the model scheme and/or is not publishing in accordance with it by this date. A Publication Scheme to be presented to the next meeting for consideration and adoption.
- 1068. Date of Next Meeting**
The date of the next Parish Council Meeting is Monday 1 December 2008, commencing at 8.00pm at Bretherton Endowed School, South Road, Bretherton.

Cllr T Rigby left the meeting at 9.45 pm.

There being no further business the Chairman declared the meeting closed at 10.10 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 1 December 2008 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley, Cllr J Pigott, Cllr G Lloyd, Cllr S Moulton and Cllr B Monk

In Attendance: A Partington (Clerk) and 1 Member of the Public

1069. **Apologies**
Cllr T Rigby offered apologies for absence.

1070 **Declaration of Interest**
None declared.

1071. **Minutes of Parish Council Meeting held on 3 November 2008**
It was **RESOLVED** that the minutes of the Full Council Meeting of 3 November 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

1072. **Members of the Public**
A member of the public raised the condition of Back Lane. Concern was expressed that the condition is worsening, especially near the bend by Stoot Hall Fisheries. It was considered the condition was now a matter of public safety. The Clerk agreed to report the matter directly to Lancashire Highways for emergency action.

It was agreed the matter of Back Lane and Sarah Lane would be included on the February Parish Council agenda to discuss ways of raising the awareness of the danger of vehicles driving at high speed on the lanes and determine ways in which this could be addressed. It was further suggested that the matter of water not draining on Back Lane would also be discussed which is causing excess mud on the road which is not only an additional hazard, but is also degrading the road surface. Suggestions for action included raising the matter with MP's, requesting additional signage to stop traffic using the lanes, police enforcement, etc.

1073. **Police Update**
A review of incidents had occurred in the PACT Meeting held prior to the Parish Council Meeting.

1074. **Borough Councilor Update**
Borough Cllr D Dickinson offered her apologies for absence. No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

1075. **Planning**

1075.1 New Planning Applications
None to consider.

1075.2 Planning Decisions Made
Members noted the following decisions made: -

Application #	Decision	Location	Proposed Development
08/00810/FUL	Planning Granted	8 Bamfords Fold, Bretherton	Single storey front extension and a two storey side and rear extension
08/00993/FUL	Planning Granted	16 Bamfords Fold, Bretherton	Erection of rear conservatory

08/00975/FUL	Planning Granted	18 Bamfords Fold, Bretherton	Demolition of rear conservatory and boiler cupboard and erection of a single storey rear extension
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The Clerk advised that three further notifications had been received from Chorley Council since the issue of the agenda and would be included on the February agenda.

1076. Finance

1076.1 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr J Pigott and Cllr S Moulton. Summary below:

Value	Recipient	Description
£126.16	Employee 1	Salary for November 2008
£32.04	Inland Revenue	Tax for November 2008
£96.00	Employee 2	Salary for November 2008
£17.37	A Partington	Reimbursements for November 2008
£50.00	A Partington	December Newsletter Production
£464.13	I M Brown Limited	Removal of Roundabout from Recreation Ground
£50.00	D Mee	Maintenance/Planting at War Memorial
£38.00	D Todd	Printing/Folding of Village Information Leaflet
£128.16	Employee 1	Salary for December 2008
£32.04	Inland Revenue	Tax for December 2008
£120.00	Employee 2	Salary for December 2008
£1,209.36	TOTAL	

1076.2 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 1 December 2008 be approved and the Chairman signed the copy on behalf of the Parish Council.

1077. Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 4 November 2008 to 1 December 2008.

1078. 2009/10 Precept Process/Timetable

Members **RESOLVED** to form a working party consisting of the Chairman, Vice Chairman and Clerk to meet to review precept requirements for 2009/10. The budget information is to be circulated to all Members for review prior to presentation and resolution at the 2 February 2009 Parish Council meeting. The Clerk is to draw up the necessary preparatory documents for the working party meeting arranged for January 2009.

1079. Play Area – Roundabout

Members acknowledged the emergency removal of the roundabout. It was noted the Clerk, following discussion with the Chairman and Vice Chairman instructed I M Brown Limited to undertake the work. It was **RESOLVED** the cost for removing the roundabout in the sum of £464.13 be approved.

Members noted that a meeting was scheduled with Chorley Council for 02.12.08 at the Recreation Ground regarding potential S106 funding for replacement of the roundabout and/or other pieces of play equipment. Clls Jolley, Pigott, Monk and Moulton to be in attendance.

Members requested the Clerk to follow up with Sara Cooper from Chorley Council regarding arranging a meeting in the village with all interested community groups to pursue potential grant funding for the recreation ground and other projects.

1080. Central Lancashire Local Development Framework

Members considered the consultation document in relation to the Summary Core Strategy. Cllr Jolley advised that the document was very interesting and is a clear indication that the three authorities are working together. It is pleasing to note that the LDF is protecting the rural areas and encouraging rural economy. It was noted that the nearest rural service centre to the Parish is to be Ecclestone.

1081. LCC Annual Parish & Town Council Conference (For Information)

Cllr J Pigott attended the conference held on 29 November 2008 and provided Members with an update on the salient items raised. It was noted the Parish Charter was published and LCC are keen to improve consultation and are educating officers to speak with Parish Councils. The Parish Council Champion is County Councillor Atkinson. A presentation was made promoting Team Lancashire which is a county wide initiative designed to achieve co-operation and partnership across the region between all the local authorities.

1082. Bequest to Parish Council

Cllr Jolley advised that a quotation has been obtained from Mere Brow Smithy for a basic wrought iron village sign in the sum of £425.00 plus VAT. A further cost of £125.00 plus VAT was quoted for the post/galvanizing/installation. A 20% discount is available if the order is placed in December. Cllr Jolley to ascertain whether this discount can be extended into January/February.

It was **RESOLVED** the cost of £500.00 excluding VAT would be approved in principle for the whole project, but that in addition an alternative quotation is to be obtained from the workshops at Wymott/Garth Prison.

It was **RESOLVED** that the Chairman and Clerk had the approval of the Parish Council to negotiate and finalise the order with the preferred supplier once the final design was agreed.

The Clerk is to ascertain approval from Lancashire Highways for the location of the sign, once the design is approved.

1083. Rural Transportation / Taxi Study

Members briefly discussed the needs of the village in terms of enhanced rural transportation.

Members noted that the public bus service from the village is extremely limited with only the 110 (to/from Southport on a Monday and Thursday) and the 112 (to/from Preston [via Croston/Leyland] Monday to Saturday). It was considered that changes to the bus services were badly publicised, however the Passenger Information Board in the village had recently been updated.

It was further noted that the Red Rose Runner operates a bookable public transport service in the Chorley, South Ribble and Preston areas.

Cllr Jolley noted that there also appeared to be a 108 demand responsive taxi service to Chorley Hospital to accommodate evening visiting times (one return journey Monday to Friday evenings only) calling at Hutton, Walmer Bridge, Bretherton, Croston, Ecclestone and Charnock Richard. The Clerk is to confirm whether this service is still operating.

Members suggested that some bus routes that finish in Croston could be extended to Bretherton.

It was noted that the taxi study issued by Chorley Council was not relevant to the Parish Council.

1084. Freedom of Information Act – Publication Scheme

Under the Freedom of Information Act and in line with the recent changes recently introduced by the Information Commissioner, the Parish Council **RESOLVED** to adopt the model publication scheme and adopted the information guide produced and circulated by the Clerk, which provides a structured listing of any information available from the Parish Council and how it can be accessed. The Scheme also sets out how the Parish Council intends to charge for providing the information. The Clerk confirmed that this information would be available via the web site once up and running, but in the mean time, will be publicised on the Parish Council notice boards.

1085. Date of Next Meeting

The date of the next Parish Council Meeting is Monday 2 February 2008, commencing at 8.00pm at Bretherton Endowed School, South Road, Bretherton.

There being no further business the Chairman declared the meeting closed at 9.00 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 2 February 2009 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley, Cllr J Pigott, Cllr G Lloyd, Cllr S Moulton and Cllr B Monk

In Attendance: A Partington (Clerk) and 2 Members of the Public

001/09 Apologies

Cllr T Rigby offered apologies for absence.

002/09 Declaration of Interest

Councillor J Pigott declared a personal interest in relation to agenda item 010/09, advising he is a committee member of Bretherton Bowling Club.

Councillor B Monk declared a personal interest in relation to agenda item 010/09, advising he is a member of Bretherton Bowling Club.

Councillors J Pigott, K Jolley and G Lloyd declared a personal interest in relation to agenda item 019/09, advising they are members of Bretherton Institute.

003/09 Minutes of Parish Council Meeting held on 1 December 2008

It was **RESOLVED** that the minutes of the Full Council Meeting of 1 December 2008 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

004/09 Members of the Public

A resident raised the condition of the road surface on Back Lane and how damage has recently been sustained to his vehicle whilst driving over pot holes in the road. The resident had incurred a cost of £74.00 and requested recompense. The Parish Council suggested he contact Lancashire Highways directly to pursue this matter, but agreed to liaise with Lancashire Highways concerning the recent repairs undertaken to the road not being adequate.

A resident from North Road raised concern over the developments at Plocks Farm and the impact this will have to the surrounding area in terms of increased noise, smell and road traffic. A brief history of the Parish Council's involvement in meetings with Plocks Farm was provided. The Clerk is to provide the resident with contact details of other local residents who have regular liaison with Plocks Farm and thanked the resident for attendance.

005/09 Police Update

The Chairman provided an overview of the incidents which had been reported on in the PACT Meeting held prior to the Parish Council Meeting.

006/09 Borough Councilor Update

Borough Cllr D Dickinson offered her apologies for absence. No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

007/09 Planning

007.1/09 New Planning Applications

Members considered the following application:-

Application #	Location	Proposed Development
08/01218/FUL	Land East of 4 Norse Cottages, Pompian Brow	Erection of a replacement dwelling with detached garage and new access.

Members briefly discussed application # 08/01218/FUL and surface water disposal. It was noted this matter would be an issue for building regulations and not planning. The Clerk advised that the new access is yet to be agreed with Lancashire Highways. Agreed no comments would be submitted.

007.2/09 Decisions Made

Members noted the following decisions made: -

Application #	Decision	Location	Proposed Development
08/01007/FUL	Application Withdrawn	Stoat Hall Fisheries, Back Lane	Erection of a storage barn, polytunnel and two stables with hay barn and tackroom.
08/00999/FUL	Planning Permission Granted	Carr House, Carr House Lane	Erection of a double detached garage.
08/01065/CLPUD	Certificate of Lawfulness Granted	Overall Hall, Flag Lane	Proposed outbuilding incorporating garage, garden store, workshop, games room and WC.

008/09 Finance

008.1/09 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr B Monk. Summary below:

Value	Recipient	Description
£128.16	Employee 1	Salary for January 2009
£32.04	Inland Revenue	Tax for January 2009
£96.00	Employee 2	Salary for January 2009
£27.05	A Partington	Reimbursements for Dec 08 and Jan 09
£54.00	Lancashire County Council	School Room Hire for PC Meetings (Oct, Nov, Dec 08)
£36.00	Lancashire County Council	School Room Hire for Film Nights (Oct, Nov 08)
£373.25	TOTAL	

008.2/09 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 2 February 2009 be approved and the Chairman signed the copy on behalf of the Parish Council.

009/09 Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 2 December 2008 and 2 February 2009.

010/09 Annual Grant to Bretherton Bowling Club

Members considered and **RESOLVED** to approve the annual grant to Bretherton Bowling Club in the amount of £1,300.00 which is payable in November 2009.

011/09 2009/10 Budget/Precept

The Chair confirmed that the Precept Working Party had met and reviewed the budget requirements in detail for 2008/09. Members reviewed the budget and it was **RESOLVED** to set the precept at £8732.00 resulting in an increase on an average Band D property of 3.38% compared to the previous year.

012/09 Standing Orders of the Parish Council

Members considered, reviewed and **RESOLVED** to adopt the updated Standing Orders of the Parish Council, as previously circulated by the Clerk.

013/09 Financial Regulations

Members considered, reviewed and **RESOLVED** to adopt the updated Financial Regulations of the Parish Council, as previously circulated by the Clerk.

014/09 Code of Practice for Handling Complaints

Members considered, reviewed and **RESOLVED** to adopt a code of practice for handling complaints concerning the administration affairs of the Parish Council, as previously

circulated by the Clerk.

015/09 Mowing Contract for 2009 for the Recreation Ground

Members agreed to defer this agenda item until the next meeting.

016/09 Back Lane/Sarah Lane

It was **RESOLVED** that the Parish Council would write to Lancashire Highways (Alan Capstick) to request that Back Lane be cleaned as there is excessive mud on the road which is being caused by the contract tractor drivers using the lane.

017/09 Request to the Parish Council

The Clerk advised that discussion had been held with the workshops at the local prison with a view to providing a quotation for a village sign, but due to the sign not being able to be galvanized or fitted it was **RESOLVED** to obtain the sign from Mere Brow Smithy. It was confirmed that Councillors K Jolley and G Lloyd would visit Mere Brow Smithy with a view to selecting and agreeing a design for the village sign. It was confirmed that the cost, as resolved at the December 2008 meeting, would be £450 for the sign and £125 for galvanizing/installation, with a 20% discount. As resolved at the previous meeting the Chairman and Clerk has the approval of the Parish Council to finalise the order, once the design is agreed.

018/09 Donation to Parish Council

Members acknowledged a donation to the Parish Council in the sum of £550.33 from CABLA as a contribution to replacement play equipment on the Recreation Ground. The Parish Council expressed thanks to CABLA for the donation.

The Chairman advised that a substantial donation has been offered to the Parish Council specifically for the recreation ground play area project, subject to being able to obtain match funding through grant aid.

019/09 Grant Update

Cllr Pigott updated Members on the two meetings that had been held with representatives from the Bowling Club, Institute, Cricket Club and Chorley Council to pursue grant assistance for both short term and long term projects. It was noted that applications were being made by the Bowling Club, Cricket Club and Institute for a Grass Routes grant of up to £5K each for their short term projects. A follow up meeting has been scheduled for 23 February 2009 to discuss the outcome of the grant decision and commence discussions on the longer term projects which includes the play area / recreation ground improvements.

020/09 Invitation from Golden Acres to Visit Plocks Farm

Members acknowledged that Golden Acres has distributed to all residents in the village a brochure entitled 'Developing a Sustainable Future' inviting residents to an open day on 31 Jan and 1 Feb. The Parish Council has been invited to attend as a group to visit Plocks Farm to personally view the site and discuss the concerns raised at the open days. Members **RESOLVED** to accept the invitation and suggested a date of 25 February 2009 at 5pm. Clerk to liaise with Plocks Farm accordingly.

021/09 Date of Next Meeting

The date of the next Parish Council Meeting is Monday 2 March 2008, commencing at 8.00pm at Bretherton Endowed School, South Road, Bretherton.

022/09 Exclusion of Press and Public

It was **RESOLVED**, pursuant to section 1(1), 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Schedule 12A to the Local Government Act 1972, to exclude the press and public from the meeting due to the confidential nature of the business to be transacted in the following agenda item.

023/09 Employee Matters

This agenda item was discussed as a confidential matter.

PRIVATE

Exclusion of Press and Public

Pursuant to section 1(1), 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Schedule 12A to the Local Government Act 1972, it was resolved in agenda item 918 that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.

024/09 Employee Matters

- 024.01 The Parish Council considered and reviewed the Lengthsman's salary. It was **RESOLVED** to increase the hourly rate of pay from £6.00 per hour to £6.15 per hour with effect from 1 April 2009.
- 024.02 The Parish Council considered and reviewed the Clerk's salary. It was **RESOLVED** to raise the Clerk's salary from £9.242 per hour to £9.468 per hour per the salary scales agreed between the National Joint Council for Local Government Services and SLCC.
- 024.03 In accordance with the new salary scales agreed between the National Joint Council for Local Government Services and SLCC from 1 April 2008, it was **RESOLVED** to pay the Clerk back pay in the sum of £47.01.
- 024.04 In accordance with the new scales agreed between the National Joint Council for Local Government Services and SLCC it was **RESOLVED** to adopt the new vehicle mileage rate for the Clerk of 58.7p per mile.

There being no further business the Chairman declared the meeting closed at 9.15 pm.

Signed:

Dated:

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 2 March 2009 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley, Cllr J Pigott, Cllr G Lloyd, Cllr S Moulton, Cllr B Monk and Cllr T Rigby

In Attendance: A Partington (Clerk) and 1 Member of the Public

025/09 Apologies

None.

026/09 Declaration of Interest

None

027/09 Minutes of Parish Council Meeting held on 2 February 2009

It was **RESOLVED** that the minutes of the Full Council Meeting of 2 February 2009 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

028/09 Members of the Public

Cllr Rigby informed the meeting (for information purposes) that he is extending his stock fencing on land between Sarah Lane and The Apiary near Footpath # 14 and will be incorporating LCC regulatory stiles.

029/09 Police Update

The Chairman provided an overview of the incidents which had been reported on in the PACT Meeting held prior to the Parish Council Meeting.

030/09 Borough Councilor Update

Borough Cllr D Dickinson offered her apologies for absence. No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

031/09 Planning

031.1/09 **New Planning Applications**

Members considered the following application:-

Application #	Location	Proposed Development
09/00017/FUL	Stoat Hall Fisheries Back Lane Bretherton	Erection of pole barn for machinery storage, erection of poly tunnel to grow produce for personal use and erection of stable block comprising of two stables, feed store and tack room.
09/00097/FUL	Highfield House Flag Lane Bretherton	Demolition of existing conservatory and construction of a new garden room with associated internal alterations and changes to access (including wall and gates).
09/00078/SCE	Plocks Farm Liverpool Road Bretherton	Screening Opinion for Environmental Impact Assessment – FOR INFORMATION PURPOSES ONLY

Members considered the above applications and had no comments to make on 09/00097/FUL and 09/00078/SCE. Comments were made on 09/00017/FUL and the Clerk was asked to submit observations to Chorley Planning as follows:

- It was noted that the proposed pole barn is for storage and

maintaining/servicing machinery. Query was raised whether a change of use is required on the existing barn as it is intended under the new development this will be used to rear replacement fish stock.

- It was noted the intended use of the stables is for personal use only. However, the possibility of it being extended and changed in the future to a business/commercial venture needs to be considered as Members feel this would have significant impact on highway safety and volumes of traffic.
- Members asked for reference to be made to the Central Lancashire LDF Core Strategy where in order to sustain the rural economy, one of the preferred options is to minimise the landscape impact of horse related uses.

031.2/09 Decisions Made

None noted.

032/09 Finance

032.1/09 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr S Moulton and Cllr J Pigott. Summary below:

Value	Recipient	Description
£47.00	SLCC	Clerks Membership to SLCC (50% shared with UW PC)
£165.76	Employee 1	Salary for Feb 2009 + Back Pay from April 2008
£41.44	Inland Revenue	Tax for Feb 2009 + Back Pay from April 2008
£96.00	Employee 2	Salary for Feb 2009
£13.72	A Partington	Reimbursements for February 2009
£60.32	A Partington	Newsletter Production and A3 Coloured Paper
£12.64	Harrisons Packaging	Black Bin Bags for Lengthsman
£18.00	Lancashire County Council	School Room Hire for Film Nights (Jan 2009)
£53.33	Atlas Business Finance	Photocopying the Winter 2009 Newsletter
£10.00	Lancashire Best Kept Village Comp	2009 Entry Fee
£518.21	TOTAL	

032.2/09 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 2 March 2009 be approved and the Chairman signed the copy on behalf of the Parish Council.

033/09 Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 3 February 2009 to 3 March 2009.

034/09 Parish Council Website

Members considered the proposal put forward by the Clerk to use Copper Creative to develop the Parish Council's website and noted the link to LALC and the opportunity to work with Bretherton Parish Council as a pilot and the potential to work with other parish councils in Lancashire following the website's launch. Members **RESOLVED** to appoint Cooper Creative to develop the Parish Council's website and further **RESOLVED** the cost as specified in the quotation for web design labour for the development of a content managed website, annual hosting and registration of a domain name in the sum of £622.99. The Clerk was asked to progress the project based on the agreed framework (previously resolved), liaising with Members as appropriate in terms of the visuals of the website.

035/09 Annual Risk Assessment

Members considered and reviewed the updated Annual Risk Assessment document for 2009. Members **RESOLVED** to accept the Risk Assessment document and its recommendations contained therein.

036/09 Appointment of Internal Auditor

Members **RESOLVED** to appoint Mr J Lawson as the Internal Auditor for the financial year ended 31 March 2009 and further **RESOLVED** the audit fee in the sum of £50.00.

037/09 Terms of Reference for Internal Auditor

Members considered and reviewed a document outlining the Terms of Reference for the Internal Auditor for the financial year ended 31 March 2009 and **RESOLVED** to adopt the document.

038/09 Review of Effectiveness of Internal Audit

Members carried out a review of effectiveness of the internal audit. It was noted this review is an integral part of continually improving governance and accountability and forms part of the annual governance statement which is Part 2 of the Annual Return. The review covered independence, competence, relationships with clerk and councillors, audit planning, audit scope and audit reporting. It was **RESOLVED** to accept the evidence of achievement from the review which was duly documented.

039/09 Request from Resident

Members considered a communication received from the Blue Anchor Inn to request a bridge over the ditch from the garden of the Blue Anchor Inn to the Recreation Ground. Members discussed the proposal and following consideration felt unable to agree to the request. The decision was based around health and safety issues such as the potential for alcohol and glass on the play area, the consideration of local residents and their properties, ongoing insurance and maintenance arrangements and the need to possibly enter into a formal land agreement between the relevant parties which would involve seeking legal advice from professional advisors. It was **RESOLVED** the Clerk should write to the resident and relay the Parish Council's decision on the matter.

Members felt the fencing between the play area and the Blue Anchor Inn needs replacing. The Clerk was asked to seek quotations for a replacement fence (vertical wooden slats) for consideration at a future meeting.

040/09 Access Road to the Recreation Ground

Members noted the planting on the western side of the road leading to the Recreation Ground is overgrown and needs to be maintained. This has previously been maintained by a resident, but is now required to be dealt with by the Parish Council. Members **RESOLVED** to maintain this planting and include in the general garden maintenance contract. The Clerk was asked to liaise with Village Garden Services accordingly.

041/09 Best Kept Village Competition

Members considered and **RESOLVED** to enter the village into the Lancashire Best Kept Village Competition for 2009. The Clerk is to advertise on the notice boards and invite entries for the merit awards. Last year's merit entries to be contacted to seek agreement they wish to participate this year. Members **RESOLVED** the cost of £10.00.

042/09 Report from Plocks Farm Visit

Members confirmed a site visit was undertaken on 25 February 2009. Members felt Golden Acres had been very open about the potential development and given residents the opportunity to raise their concerns at the open days. Members confirmed the meeting had been an opportunity to raise issues discussed previously eg. traffic on North Road and tractor mud on the lanes.

043/09 Mowing Contract for 2009 for the Recreation Ground

Members considered a quotation from South Ribble Borough Council received in relation to the grass cutting and herbicide-spraying contract for 2009. The Clerk advised no further quotations had been received. It was **RESOLVED** to accept the quotation from South Ribble Council in the sum of £826.25 + VAT.

044/09 Date of Next Meeting

The date of the next Parish Council Meeting is Monday 6 April 2009, commencing at 8.00pm at Bretherton Endowed School, South Road, Bretherton.

Cllr Pigott advised Members he would not be in attendance at the next meeting due to holidays.

There being no further business, the meeting closed at 9.15 pm.

BRETHERTON PARISH COUNCIL

MINUTES of the Full Council Meeting held on Monday 6 April 2009 at Bretherton Endowed Primary School, South Road, Bretherton @ 8.00 pm.

Present: Cllr K Jolley (Chairman), Cllr G Lloyd, Cllr S Moulton, Cllr B Monk and Cllr T Rigby

In Attendance: A Partington (Clerk) and 3 Members of the Public

045/09 Apologies

Cllr J Pigott offered apologies for absence due to being on holiday.

046/09 Declaration of Interest

None declared at this point.

047/09 Minutes of Parish Council Meeting held on 2 March 2009

It was **RESOLVED** that the minutes of the Full Council Meeting of 2 March 2009 were accepted as being an accurate record of the meeting and the Chairman signed the minutes on behalf of the Parish Council.

It was **RESOLVED** to adjourn the Parish Council Meeting to allow public participation.

048/09 Members of the Public

A member of the public raised concerns regarding the recent spreading of sewage sludge on agricultural land on Sarah Lane. Issues such as smell, state of the road, fields/verges being churned up, notification of spreading taking place, timescale re ploughing of waste were all discussed. Residents were reminded that if they wish to raise any matter in relation to this subject or obtain monitoring forms, contact should be made to Chorley Council Environment Health. The Parish Council will continue to monitor the position and follow up directly with Chorley Council and United Utilities regarding the regulations governing this process and confirm the notification procedures. The matter will be raised at a future Parish Council Meeting.

A member of the public raised concerns regarding a car boot sale that has been advertised to take place each Friday on land off Carr House Lane. Issues such as road safety, noise issues, disturbance to neighbours, planning regulations, etc were all discussed. The Parish Council will discuss the item per agenda 060/09.

The Parish Council thanked both residents for raising their concerns. Both members of the public left the meeting at this point.

049/09 Police Update

An update on incidents and crimes in Bretherton over the last month was reported on in the PACT Meeting held prior to the Parish Council Meeting.

050/09 Borough Councilor Update

Borough Cllr D Dickinson offered her apologies for absence. No matters raised.

It was **RESOLVED** to re-convene the Parish Council Meeting.

051/09 Planning

051.1/09 New Planning Applications

Members considered the following applications and had no comments to make.

Application #	Location	Proposed Development
09/00122/FUL	Malt House, 95 South Road, Bretherton	Erection of a rear conservatory
07/01134/FUL	Long Fold Farm, North Road, Bretherton	Retrospective application to regularize the change of use of parts of the existing buildings from agricultural to commercial use (coach works and vehicle air conditioning company) retrospective application for the retention of an access track and the erection of a new agricultural building.
09/00071/TPO	Jumps Barn, South Road, Bretherton	Removal of 40% of trees within a plantation

051.2/09 Decisions Made

Members noted the following decisions made.

Ref	Decision	Location	Development
08/01218/FUL	Planning Permission	Land East of 4 Norse Cottages, Pompian Brow, Bretherton	Erection of replacement dwelling with detached garage and new access.

052/09 Finance

052.1/09 Payments

It was **RESOLVED** to pay the outstanding invoices to the Council, the invoices having been inspected/authorised and cheques signed by Cllr G Lloyd and Cllr B Monk. Summary below:

Value	Recipient	Description
£125.65	LALC	Annual Membership to NALC/LALC
£36.00	Lancashire County Council	Room Hire for Meetings 2 February 2009 and 2 March 2009
£18.00	Lancashire County Council	Room Hire for Film Night 27 February 2009
£18.00	Lancashire County Council	Room Hire for Film Night 27 March 2009
£506.00	Mere Brow Smithy	Welcome to Bretherton Sign
£128.15	Employee 1	Salary for March 2009
£32.04	Inland Revene	Tax for March 2009 for Employee 1
£120.00	Employee 2	Salary for March 2009
£69.53	A Partington	Reimbursements for March 2009 & Hard Drive
£97.08	Chorley Council	Play Inspections x 3 for 2008/09
£143.58	Chorley Council	Annual Charge for Dog Waste Bin Emptying
£1,294.03	TOTAL	

052.2/09 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to 31 March 2009 and to 6 April 2009 be approved and the Chairman signed the copies on behalf of the Parish Council.

053/09 Correspondence (For Information Purposes)

Members received a list of correspondence (for information purposes) for the period from 4 March 2009 to 6 April 2009.

054/09 NALC Membership

It was **RESOLVED** to renew membership to NALC and the cost of £125.65 was

approved.

055/09 2009/10 Meetings

055.1/09 Dates of Meetings

It was **RESOLVED** to accept the following meeting dates for 2009/10; 5 May, 1 June, 6 July, 7 September, 5 October, 2 November, 7 December, 1 February and 1 March, 5 April with no meetings in August or January.

055.2/09 Location of Meetings and Cost of Room Hire

Members noted as part of the room hire renewal process, the Clerk had received a notification from the Lettings Committee at the School that they intend to increase the cost of the room hire due to increase in energy bills from £18.00 to £20.00 per session. As an alternative, Members were asked to consider using the Congregational Chapel School Room at a cost of £15.00 per session. Members discussed the matter. Comments received from Cllr Pigott via the clerk were also considered. Members voted on the matter which resulted in 2 in favour of staying at the current location and 2 in favour of moving to the new location.

Cllr S Moulton declared a personal interest in relation to this agenda item as he is a Governor of the School and a member of the Lettings Committee.

The Chairman considered all comments and felt that on balance (due to central location in village, better parking and the long standing use of the school premises) the Parish Council should continue to have its regular parish council meetings at the School. It was therefore **RESOLVED** to remain at the School, renew for the next 12 months, but to ask the Lettings Committee to re-consider the increase in cost.

056/09 Parish Assembly

Members **RESOLVED** the cost of printing the Annual Report in the sum of £37.00. Members considered a draft annual report and were asked to submit their comments to the Clerk directly.

057/09 Village Sign

Members felt the new village sign designed and erected in memory of the late Mrs Boston looked splendid. The Clerk is to contact the Boston family and provide photographs and invite a family member down to officially unveil the new village sign.

058/09 SELRAP – Skipton & East Lancs Rail Partnership

Members **RESOLVED** to support SELRAP's endeavours to open the Colne to Skipton rail link and asked the Clerk to send a note of support.

059/09 110 Bus Service

Members are extremely disappointed about Lancashire County Council's decision to withdraw the 110 Bus Service between Leyland and Southport (via Bretherton) and are deeply concerned how this will affect residents who rely on the public transportation service, the elderly's inability to use their bus cards and the withdrawal of the only remaining scheduled public transportation route.

Members reviewed the costs on the service which had been provided by LCC. Members noted that the service was historically once per week and had been increased to twice per week in Autumn 2008. Members raised query as to why it had been increased if the service was so unpopular and further during the cold season when people are less likely to venture out to Southport.

Members are concerned and now question the decision to increase the service to twice per week, increasing costs, but not meeting the 40% financial guidelines of the cost of the contract being met through revenue, including reimbursement of concession fares not being met. Members noted that when the service was once per week, on occasions, the bus was full and residents in Bretherton had not been able to get on the service.

The Parish Council is also extremely disappointed that LCC have advised that other nearby bus routes are not able to be diverted into the village.

The Clerk was asked to write to Lancashire County Council with copies being sent to the Borough Councillors, County Councillors and MP raising their concerns and comments and to invite a representative from LCC to a future parish council meeting to address the parish council and residents on the lack of rural transportation from Bretherton.

060/09 Car Boot Sales

Members discussed the car boot sale advertised to take place on land off Carr House Lane every Friday. Members noted that in terms of planning restrictions, car boot sales can take place up to 14 times in a year without the need of planning permission if it is being held in an open area and not within the curtilage of a dwelling. However, Members are concerned that events such as car boot sales do attract large numbers of visitors and are concerned about highway safety, parking on the roadside, noise and disturbance to local residents. The Clerk was asked to raise these issues with relevant individuals at LCC, Chorley Council and the Police.

061/09 Use of Football Field

Members noted that a local company connected to Chorley Housing Association had recently asked if they could use the football pitch for a 'kick about'. The Clerk had been unable to contact the individual on the number provided. Members **RESOLVED** that all future requests to use the facilities at the Recreation Ground should be considered on an individual basis by the Parish Council.

062/09 Date of Next Meeting

The date of the next Parish Council Meeting and Annual General Meeting is Tuesday 5 May 2009, commencing at 8.00pm at Bretherton Endowed School, South Road, Bretherton. The Annual Assembly Meeting is also scheduled for Tuesday 5 May 2009, commencing at 7.30 pm.

There being no further business, the meeting closed at 9.25 pm.