

## HEAPEY PARISH COUNCIL

**MINUTES** of the Meeting held on 1 November 2016 at 7.30 pm in St Barnabas Church, Heapey.

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

Also present County Councillor K Snape.

### 16.77 Apologies for Absence

Apologies were received from Councillors France and Jewell.

### 16.78 Declarations of Interests

None declared.

### 16.79 Minutes of the Meeting held on 6 September 2016

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

### 16.80 Public Participation

A resident had requested the Council considers the planting of a live Christmas tree at the entrance to Heapey Chase. Enquiries are to be made with the landowner.

The local bus service has been retained for a further six months with funding from Chorley Council.

### 16.81 Planning Matters

The following applications were considered:

16/00832/FULHH Erection of a single storey rear extension at 4 The Wold

Councillors had no comments in respect of this application.

### 16.82 Financial Matters

Resolved: the financial update was received and accepted and signed by the Chairman.

Councillors considered the amount of the donation to the Royal British Legion Poppy Appeal.

Resolved: a donation of £100 was agreed.

Councillors considered requests for payment to the Council.

Resolved: the following payments were approved.

£ 15.00	Heapey Parish Church	Room hire
£ 386.95	Employee 1	Salary
£ 96.60	Inland Revenue	PAYE
£ 77.45	Employee 1	Reimbursements
£ 101.85	DWG (NW)	Grass cutting
£ 100.00	RBL Poppy Appeal	Donation

### 16.83 Annual Return for the Year Ended 31 March 2016

The completed annual return was presented to Councillors.

Resolved: the annual return, including the External Auditor's certificate was approved and accepted.

### 16.84 Internal Audit

The annual review of the effectiveness of the internal audit was carried out.

Resolved: the current system of internal audit was found to be adequate.

Councillors considered the appointment of an Internal Auditor and the setting of a fee for the audit.

Resolved: Mr J Lawson is to be reappointed and the audit fee was set £45.

#### 16.85 Precept 2017-18

Items for inclusion in the precept were discussed. Suggestions included the production of a parish map containing details of walks and information for distribution to residents and display on boards and planting fruit trees.

#### 16.86 Notice Boards

Councillors considered renovation work to the notice boards, and the relocation of the board opposite Warth Cottages to the car park area. Quotations had been received, but were dependent on the condition of the wood once that work had commenced.

Resolved: the notice boards at Blackburn Road and White Coppice are to be refurbished at an approximate cost of £350 each. The White Coppice board is to be relocated to the picnic area at a cost of £100.

Prices are to be obtained for a replacement, smaller board for the entrance to Heapey Chase.

#### 16.87 Draft Chorley Householder Design Guidance Supplementary Planning Document

Councillors considered a response to a Chorley Council consultation on the draft Householder Design Guidance Supplementary Planning Document. Councillors had no comments.

#### 16.88 White Coppice Cricket Ground

Councillors considered a suggestion to investigate the possibility of designating the Cricket Ground as a Centenary Field. Cllr France has been involved in discussions regarding the future of the Ground and contact details for Fields in Trust are to be passed on to Cllr France.

#### 16.89 Local Government Finance Settlement Technical Consultation

Councillors considered a response to a Government consultation. Councillors had no comments.

#### 16.90 Workplace Pension Scheme

Evidence of the completion of the Council's Declaration of Compliance with its duties under the Workplace Pension Scheme was presented and noted.

#### 16.75 Reports from Outside Bodies

Chorley Council Liaison Meeting - the Police had provided information relating to contact with local Officers following discussions at the last meeting.

Heapey and Wheelton Village Hall - bookings are continuing to improve.

#### 16.76 Date of Next meeting

Tuesday 3 January 2017.

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