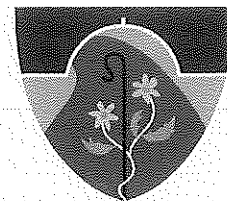


HEAPEY PARISH COUNCIL



MEETING: Council Meeting, Tuesday 7 January 2025 commencing at 7.30 pm

VENUE: St Barnabas Church, Chapel Lane, Heapey

A G E N D A

1. Apologies for Absence
To receive apologies.
2. Disclosure of Interests
Members are reminded of their responsibility to declare any personal or pecuniary interest in respect of matters contained in this agenda, or brought up at any point in this meeting, in accordance with the adopted Code of Conduct.
3. Minutes of the Meeting held on 5 November 2024
To receive and approve minutes of meeting distributed to Councillors.
4. Public Participation
The meeting will be adjourned.

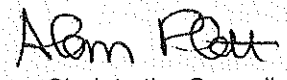
Members of the public may raise issues with the Council. No legal decisions may be taken.
This session will be restricted to 10 minutes in total.
5. Planning Matters
To consider planning matters and current applications.

Application	Proposed Development	Location
24/00949/FUL	Erection of two detached dwellings (following demolition of existing buildings) and access alterations	Caravan Phillipsons Farm Tithe Barn Lane
24/00994/FULHH	Single storey rear extension, raised patio and drive extension	Garwick Chapel Lane

6. Financial Matters
 - i) To receive the finance update.
 - ii) To consider requests for payment made to the Council.
7. Precept
To set the Precept for 2025-2026.
8. Eastern Parishes Neighbourhood Area Meeting
To consider suggestions for Neighbourhood Priorities.
9. Chorley Liaison Meeting
To provide suggestions for agenda items.

HEAPEY PARISH COUNCIL

10. Reports from Outside Bodies
To receive reports from Members.
11. Date of Next Meeting
To confirm the date of the next meeting.


Clerk to the Council
Published 30/12/2024

1. Apologies for Absence**2. Disclosure of Interests**

Members are reminded of their responsibility to declare any personal or pecuniary interest in respect of matters contained in this agenda, or brought up at any point in this meeting, in accordance with the adopted Code of Conduct.

3. Minutes of the Meeting held on 5 November 2024

Minutes of meeting will be approved.

4. Public Participation**5. Planning**

Other applications:

Application	Proposed Development	Location
24/00927/DIS	Application to discharge condition 9 (energy performance) attached to planning permission ref. 21/01247/FUL (Demolition of four buildings and part demolition of a fifth building and erection of three detached dwellings)	Lower House Fold Farm Trigg Lane
24/01064/CLPUD	Application for a certificate of lawfulness for a proposed detached garage	4 Brookside Cottages Coppice Lane

Permissions:

Application	Proposed Development	Location
24/00751/TPO	Application for works to protected trees - Chorley BC TPO 11 (White Coppice) 2001: T6 and T7 Sycamore - Remove; and removal of one sycamore contained in G3	White Coppice Cricket Club White Coppice
24/00870/LBC	Application for listed building consent for a single storey rear extension (following demolition of existing conservatory) and internal alterations	Eagle Tower Farm Chapel Lane
24/00871/FULHH	Single storey rear extension (following demolition of existing conservatory) and internal alterations	Eagle Tower Farm Chapel Lane

Refusals: None

6. Financial Matters

- i) Councillors will receive the monitoring statement.
- ii) Requests for payment will be approved.

7. Precept

The Precept for 2025-2026 will be set.

To provide a basis for discussion, a draft budget is enclosed which has been calculated with the aim of achieving a zero increase in the Parish Council's portion of council tax for residents.

8. Eastern Parishes Neighbourhood Area Meeting

Councillors will be invited to provide suggestions for Neighbourhood Priorities for 2025-26. Details, including criterion for eligibility for suggestions were emailed to Councillors on 23 December 2024. The meeting will take place on 27 February 2024.

9. Chorley Liaison Meeting

Councillors will be invited to provide suggestions for agenda items for the meeting on Wednesday 22 January 2025. Details were emailed to Councillors on 23 December 2024.

10. Reports from Outside Bodies (for information only)

Councillors will provide reports from any outside bodies attended as a representative of the parish council.

11. Date of Next meeting

4 March 2025.

Forthcoming Events

The following take place at 6:30pm at Chorley Town Hall.

Chorley Liaison - Wednesday 22 January 2025

Wednesday 19 March 2025

Eastern Parishes Neighbourhood Area Meeting - Thursday 27 February 2025

HEAPEY PARISH COUNCIL

MINUTES of the Council Meeting held on 5 November 2024 at 7.30 pm at St Barnabas Church, Heapey.

Present Councillors C Grunstein (Chairman), G France and M Osborne.

24.57 Apologies for Absence

Apologies were received from Councillors A Crompton, C Egerton-Smith, A Hodgson and County Councillor K Snape.

24.58 Declarations of Interests

None received

24.59 Minutes of the Meeting held on 3 September 2024

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

24.60 Public Participation

The meeting was advised Moor Road is to be closed to allow works to the reservoir embankment to be carried out.

Following the re-opening of Brinscall Swimming Baths, the opening times are to be reviewed.

24.61 Planning Matters

24/00751/TCON Application for works to protected trees - Chorley BC TPO 11 (White Coppice) 2001: T6 and T7 Sycamore - Remove; and removal of one sycamore contained in G3 and 24/00792/TCON Notification of proposed works to trees within a conservation area involving the removal of 2no. oak and crown reduction of a group of mixed species trees at White Coppice Cricket Club, White Coppice

24/00870/LBC Application for listed building consent for a single storey rear extension (following demolition of existing conservatory) and internal alterations and 24/00871/FULHH Single storey rear extension (following demolition of existing conservatory) and internal alterations at Eagle Tower Farm, Chapel Lane

24/00927/DIS Application to discharge condition 9 (energy performance) attached to planning permission ref. 21/01247/FUL (Demolition of four buildings and part demolition of a fifth building and erection of three detached dwellings) at Lower House Fold Farm Trigg Lane

There were no objections to these applications.

24.62 Financial Matters

- i) Resolved: the current monitoring statement was received.
- ii) A request from White Coppice Cricket Club for assistance towards the cost of a replacement septic tank was considered.
Resolved: a grant of £500, subject to the remainder of the necessary funding being obtained, was awarded.
- iii) Councillors considered the amount of the donation to the Royal British Legion Poppy Appeal.
Resolved: a donation of £100 was agreed.
- iv) Resolved: the following payments were approved:

£ 30.36	Easy Websites	Monthly fee - November 2024
£ 27.00	Heapey Parish Church	Room hire

£ 1883.13	Wheulton Parish Council	Play area/War Memorial maintenance
£ 154.95	DWG (NW)	Grass cutting/Rose bed maintenance
£ 862.21	Staff costs	Salaries, reimbursements and deductions
£ 100.00	RBL Poppy Appeal	Donation
£ 30.36	Easy Websites	Monthly fee - December 2024

24.63 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 discussed the appointment of an Internal Auditor in accordance with guidance provided by the Joint Panel on Accountability and Governance Practitioners' Guide (March 2024).

Resolved: Mrs A Partington was appointed and the fee was set at £100.00.

24.64 Precept

Potential items for inclusion in the Precept for 2025-2026 were discussed. Usage of the village website is to be clarified and replacement notice boards are to be included. Councillors are also to provide suggestions for larger projects to the Clerk prior to the next meeting.

24.65 Reports from Outside Bodies

Lancashire Association of Local Councils Chorley Area Committee - the new Lancashire Constabulary Geographical Inspector for Chorley and South Ribble provided information on Police initiatives and a presentation was carried out regarding the Lancashire Best Kept Village Competition. An update and round up of LALC activities was provided.

Chorley Liaison - Lancashire County Council Officers provided details of availability of High School places and information was provided on sports and leisure facilities with the borough.

Lancashire County Council Parish and Town Council Conference - items included the Lancashire 2050/Devolution update, an update by the Director of Highways and Transport and presentations by the Environment and Climate Head of Service and the Public Rights of Way Manager.

24.66 Date of Next meeting

Tuesday 7 January 2025.

24.67 Exclusion of the Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the exclusion of members of the press and public for the following item was considered on the grounds that the item comprises information relating to the financial or business affairs of any particular person (including the authority holding that information) and, in accordance with Part 1 (3) of Schedule 12A to the Local Government Act 1972, is exempt from public disclosure.

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

24.68 Personnel Matters

The Clerk's salary was increased in accordance with the National Joint Council for Local Government Services National Salary Award.

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

Item 7

Heapey Parish Council Budgets for 2025-2026

2025/26	Budget	2024/25
4500	1 Salaries	4000
500	2 General Administration	500
200	3 Room hire	300
600	4 Grasscutting	600
250	5 Subscriptions & entry fees	250
500	6 Communications	500
100	7 Newsletter	150
300	8 Training	300
1000	9 Donations	1000
1000	10 Flowers and planting	1000
1800	11 Play Area maintenance	1700
1500	12 War Memorial expenses	1500
1000	13 Street furniture	1000
1500	14 Parish Information	1500
500	15 Insurance	500
1000	16 Christmas	1000
100	17 Audit Fees	100
80	18 CIL	80
1000	19 Sundries	1000
1000	20 Earmarked Reserves	500
5000	21 General Reserve	5500
23430	Budget Totals	22980
	Earmarked Reserves (Budget 20)	
250	Defibrillator batteries	250
250	Election expenses	250
500	Cricket Club grant	
1000		500

Estimates for current financial year

18900	Balance as at 31.12.24
220	Add: Anticipated income to 31.03.25
4990	Less: Anticipated requirements to 31.03.25
14130	Estimated balance as at 31 .03.25
327	Less: proposed top up grant
23430	2025-2026 Budget Totals
8973	Precept 2025/26

Council Tax Calculations

2025/26		2024/25
8973	Precept	8743
378.20	Council Tax Base	373.20
23.73	Band D	23.73

Estimates to Year End

Anticipated income to 31.03.25		Anticipated requirements to 31.03.25	
Interest	50	Salaries	1540
VAT	170	Admin	200
		Room hire	50
		Christmas tree, power and fence	600
		Play area maintenance	800
		War Memorial maintenance	800
		Donations	250
		Sundries	750
Total	<u>220</u>	Total	<u>4990</u>