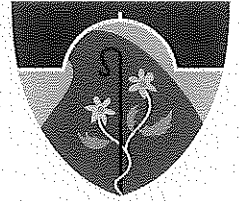


# HEAPEY PARISH COUNCIL



MEETING: Council Meeting, Tuesday 2 July 2024 commencing at 7.30 pm

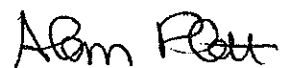
VENUE: St Barnabas Church, Chapel Lane, Heapey

## 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 Annual Meeting held on 7 May 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
24/00355/CLPUD	Application for a certificate of lawfulness for a proposed outbuilding	Low Fold Farm Coppice Lane
24/00362/FULHH	Detached therapy room	16 High Bank
24/00392/TPO	Application for works to protected trees - Chorley BC TPO 1 (Heapey) 2021: T1 Alder-Pollard; T2 Ash- Fell; T3 Willow - Fell	2 Kittiwake Road

6. Financial Matters
  - i) To receive the finance update.
  - ii) To consider requests for payment made to the Council.
7. Newsletter  
To consider the production of a newsletter and provide suggestions for items for inclusion.
8. Chorley Liaison Meeting  
To consider suggestions for items for discussion at the meeting on 17 July 2024.
9. Reports from Outside Bodies  
To receive reports from Members.
10. Date of Next Meeting  
To confirm the date of the next meeting.

  
Clerk to the Council  
Published 17/06/2024

**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 Annual Meeting held on 7 May 2024**

Minutes of meeting will be approved.

**4. Public Participation****5. Planning**

Other applications: None

Permissions:

Application	Proposed Development	Location
24/00158/FUL	Demolition of two stable blocks and the erection of a two storey dwelling and a bungalow	Moody House Farm Higher House Lane
24/00279/FULHH	Demolition of 1no. pier, replacement boundary treatment and site access gates (maximum height 2.2m)	Eagle Tower Barn Chapel Lane

Refusals:

Application	Proposed Development	Location
23/00965/PIP	Permission in principle application for up to 2no. dwellings following the demolition of existing buildings	Land At Philipsons Farm Tithe Barn Lane

Withdrawals: None

Appeals: None

**6. Financial Matters**

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

**7. Newsletter**

The production of a newsletter will be discussed and details of content and delivery arrangements confirmed.

**8. Chorley Liaison Meeting**

Councillors will be invited to provide suggestions for items for discussion at the meeting on 17 July 2024.

**9. Reports from Outside Bodies (for information only)**

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

**10. Date of Next meeting**

3 September 2024.

**Forthcoming Events**

Meetings usually begin at 6:30pm at Chorley Town Hall. Confirmation will be sent as and when received.

- Chorley Liaison -
- Wednesday 17 July 2024
  - Wednesday 16 October 2024
  - Wednesday 22 January 2025
  - Wednesday 19 March 2025

Eastern Parishes Neighbourhood Area Meeting - Tuesday 27 May 2025

## HEAPEY PARISH COUNCIL

MINUTES of the Annual Council Meeting held on 7 May 2024 at 7.30 pm at St Barnabas Church, Heapey.

Present Cllrs C Grunstein (Chairman), A Hodgson and M Osborne.

### 24.24 Election of Chairman

Resolved: Cllr Grunstein was elected.

The Chairman's Declaration of Acceptance of Office was received.

### 24.25 Apologies for Absence

Apologies were received from Cllrs A Crompton, C Egerton-Smith and G France.

### 24.26 Declarations of Interests

None received.

### 24.27 Election of Vice Chairman

Resolved: Cllr Osborne was elected.

### 24.28 Appointment of Representatives to Outside Bodies

Chorley Council Eastern Parishes Neighbourhood Area Meeting - Cllr Grunstein

Heapey and Wheelton Village Hall Committee - Cllr Hodgson

Rivington and Brinscall Local Advisory Group - Cllr Osborne

It was agreed remaining positions would be filled when necessary.

### 24.29 Minutes of the Meeting held on 5 March 2024

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

### 24.30 Public Participation

The condition of the path from the footbridge in the White Coppice layby had been raised by a resident. This has been reported to Lancashire County Council.

Information regarding a resident's suggestion for the introduction of traffic lights at the junction of Blackburn road and Millennium Way was provided. Further information will be provided when received.

### 24.31 Planning Matters

24/00279/FULHH Demolition of 1no. pier, replacement boundary treatment and site access gates (maximum height .2.m) at Eagle Tower Barn, Chapel Lane

24/00329/FULHH Garden room at 11 Kittiwake Road

Councillors had no objections to these applications.

### 24.32 Financial Matters

i) Resolved: the monitoring statement for the year ended 31 March 2024 was received.

ii) Resolved: the current monitoring statement was received.

iii) Resolved: the following payments were approved:

£ 30.36	Easy Websites	Monthly fee - May 2024
£ 2493.82	Wheulton Parish Council	Play area/War Memorial maintenance
£ 257.60	Zurich Municipal	Annual insurance premium
£ 191.59	LALC	Annual subscription
£ 25.00	Lancashire Best Kept Village	Entry fee
£ 3.14	Npower	Grass cutting
£ 82.30	DWG (NW)	Salaries, reimbursements and deductions
£ 80.00	A Partington	Internal audit fee
£ 25.00	Heapey Parish Church	Room hire
£ 791.98	Staff costs	Salaries, reimbursements and deductions
£ 30.36	Easy Websites	Monthly fee - June 2024

#### 24.33 Asset Register

Councillors completed the annual review of the asset register.

Resolved: the Asset Register was approved.

#### 24.34 Annual Governance and Accountability Return for the Year Ended 31 March 2024

The Annual Governance and Accountability Return for the year ended 31 March 2024 was considered in accordance with guidance within the publication Joint Panel on Accountability and Governance Practitioners' Guide 2024.

- i) The Internal Auditor's report was noted.
- ii) Resolved: the Annual Governance Statement was approved and signed by the Chairman and Clerk.
- iii) Resolved: the Accounting Statements, having been signed by the Responsible Financial Officer prior to the meeting, were approved and signed by the Chairman.

As gross income or expenditure for the financial year did not exceed £25000 and the remaining criteria for exemption from a limited assurance review were met, Councillors considered certification as exempt from a limited assurance review.

- iv) Resolved: the Certificate of Exemption was approved and signed by the Chairman and Clerk.

#### 24.35 Reports from Outside Bodies

The new Village Hall Committee has introduced a new booking system and formal agreements for room hire. A replacement tenant for the previous nursery business has been found and some redevelopment of the building will be carried out to accommodate the new tenant.

#### 24.36 Date of Next meeting

Tuesday 2 July 2024.

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