

**MINUTES OF 1156TH MEETING  
OF HOGHTON PARISH COUNCIL  
HELD ON 30TH NOVEMBER 2020  
(VIRTUAL MEETING)**

**PRESENT:** - COUNCILLOR T. GREENWOOD (CHAIRMAN) COUNCILLOR N. PETER (VICE CHAIRMAN) COUNCILLORS J.BALDWIN, MRS S. LONG, B. MATTOCK, AND Ms M. URRY AND MR. T. HARKNESS (CLERK).

**ALSO IN ATTENDANCE TWO MEMBERS OF THE PUBLIC:**

**815. APOLOGY FOR ABSENCE:**

An apology for absence was submitted from Councillor Ms Y. Hargreaves.

**816. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST:**

The Clerk reminded Members of their responsibility to declare any personal interest in respect of matters on the agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. No one made a declaration at this stage.

**817. MINUTES:**

The Minutes of the proceedings of the meeting of the Parish Council held on 26th October 2020 having been previously circulated were approved as a correct record and would be signed by the Chairman (Councillor T. Greenwood) when appropriate.

**818. PUBLIC PARTICIPATION SESSION:**

**THE MEMBERS OF THE PUBLIC PRESENT DID NOT RAISE ANY ISSUES AND THE PARISH COUNCIL CONTINUED WITH THE ITEMS ON THE AGENDA**

**819. POLICE REPORT:**

**(A). LIAISON:**

The police were not present.

An attempted burglary was reported on Hoghton Lane.

There had been a range of consultations circulated since the last meeting regarding various topics dealing with the introduction of the Government restrictions arising from the Coronovid pandemic.

**(B). CONSUMER ALERTS – TRADING STANDARDS:**

The Clerk submitted the latest consumer alerts from the County Council's Trading Standards Officer. In future details would be put on the Parish Council Notice Boards.

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### **810. LALC REPORT:**

A newsletter had not been issued since the last meeting.

### **811. HIGHWAYS AND FOOTPATHS:**

#### **(A). QUAKER BROOK LANE/THE STRAITS - TRAFFIC:**

The Vice Chairman (Councillor N. Peter) reported on his discussions with various members of the County Council regarding the proposed traffic management scheme.

#### **(B). BLACKBURN OLD ROAD (A675) - HEDGE:**

Chorley Council had been asked to remove the debris from the hedge at the boundary of land running from the railway bridge to the Boars Head Car Park which had been left on the footway.

#### **(C). QUAKER BROOK LANE - DRAINAGE:**

It was reported that some drainage work had been undertaken recently on Quaker Brook Lane.

The Vice Chairman (Councillor N. Peter) had also raised the flooding issue further down Quaker Brook Lane

#### **(D). HOGHTON LANE - PARKING:**

It appeared that the parking situation had still to be resolved.

#### **(E). OVERGROWN GUTTERS/PAVEMENTS:**

At the last meeting it was reported that the pavements and gutters in the Parish were overgrown with vegetation in particular at the entrance to Station Road where sight lines were obscured. There were also problems in Gib Lane.

The Chorley Council had cleared leaves in Gib Lane but other work was still required.

The hedge in Station Road had not been cut back despite a request from the Parish Council in March.

#### **(F). FOOTPATHS:**

The County Council Countryside Service had issued a statement setting out the situation and explaining the future maintenance and improvement of footpaths in the County. A copy of which had been circulated.

#### **(G). PRIVATE ROAD - FLOODING:**

At the last meeting the Chairman (Councillor T. Greenwood) reported continued flooding at St. Joseph`s Church Hall.

County Councillor Snowden had been asked to arrange for a more permanent solution to be provided by the Highways Department and a reply was awaited.

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### (H). TEMPORARY ROAD CLOSURE - STATION ROAD:

Network Rail would undertake some maintenance work at the level crossing from 26th to 27th December 2020.

Station Road would be closed at the Crossing from 11 p.m on the 26th to 8.00 a.m on the 27th December or until the work was finished.

### (I). HIGHWAYS WINTER BRIEFINGS:

The Clerk circulated the latest bulletin.

### (J). BLOCKED CULVERT - DOVER LANE:

It was reported that trenches had been cut either side of the road and currently there had been no further flooding.

### 812 . CHORLEY COUNCIL REPORT:

A report was presented on the assistance given to local businesses during the epidemic and the current situation regarding Council owned leisure centres.

### 813. PLANNING REPORT:

#### (A) DECISIONS:

An application for permission in principle for development at Hoghton Lane had been agreed by the Planning Committee on 24th November 2020. Applications for developments at Chapel Lane at Hoghton Tower and a further development in Hoghton Lane plus an application for tree works at Station Road had been approved since the last meeting.

#### (B). APPLICATIONS:

Applications had been received for developments in Sandy Lane, Hoghton Lane and Willowfield Chase plus an application for tree works at Private Road had been submitted since the last meeting.

Details had been circulated to all Members and no comments were made this would be reported to Chorley Council.

*Councillor Ms Urry declared an interest in the application at Hoghton Lane and took no part in the discussion*

#### (C). TEEPEES - BOLTON ROAD:

A report on the current situation was presented. It was understood the Enforcement Officer was taking action.

### 814. ACCOUNTS FOR PAYMENT:

The Clerk submitted the following accounts for payment

1.Call Flower	Me	Wreath - Remembrance Day.	£50.00.
2. J. Savage		Pinfold Gate .	£35.00.
3.Brindle Parish Council		Apportioned Stationery Costs	£131.14

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4.M. Savage	Maintenance Contract	£874.00
5. Whitehead and Aldrich	Payroll Administration Quarter ending 30th September 2020	£50.40
6. D. Metcalfe	Rental for Zoom Meeting	£14.39
7. T.Harkness	Cyber Security Software (Data Protection)	£30.00

The accounts were approved and cheques signed.

### **815.COMMUNITY INFRASTRUCTURE PAYMENT:**

A half yearly payment had been made into the Parish Council Bank Account amounting to £1793.98.

### **816.BUDGET PROCESS:**

The Clerk submitted a report on the process for the making of the annual budget.

### **817. HALF YEARLY FINANCIAL STATEMENT AND PARISH COUNCIL ESTIMATES 2021/22:**

The Clerk submitted a half yearly financial statement and report (circulated) dealing with the Parish Council's Estimates for 2021/22 the report gave details of actual spending in 2019/20 together with an update of spending in the current financial year and set out the proposed estimated spending for 2021/22.

The Clerk indicated the amount of expenditure required if the Parish Council was to meet these targets and the anticipated balance at the end of the year

The Chairman (Councillor T. Greenwood) reminded the Parish Council had agreed that the Clerk should receive an annual increase in his salary.

The Parish Council then decided what the precept should be for next year.

The financial statement be accepted and referred to the Independent Financial Auditor and the Accounts Book signed by the Chairman (Councillor T. Greenwood) the Vice Chairman (Councillor N. Peter) and Clerk.

The Estimates as set out below were approved and the Parish Council's 2021/22 precept on Chorley Council amount to £6,000.00.

The Clerk's Annual Salary increase of £300.00 was approved.

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### HALF YEAR FINANCIAL STATEMENT 2020 AND ESTIMATES 2021/22

LAST YEAR 2019/20.	DESCRIPTION	CURRENT YEAR 2020/21		DRAFT ESTIMATES 2021/22
ACTUAL £		CURRENT £	PROJECTED to 31 MARCH 2021. £	£
<b>RECEIPTS</b>				
3785.00.	B/FWD	3552.00.	4512.00.	3552.00
5833.00.	PRECEPT	5833.00.	5833.00.	5833.00
167.00.	GRANTS/OTHER	167.00.	167.00.	167.00
218.00.	VAT	147.00.	147.00.	150.00
182.00	CIL PAYMENTS	1794.00	1794.00	1794.00
<b>10185.00</b>	<b>TOTAL RECEIPTS</b>	<b>11493.00.</b>	<b>11493.00.</b>	<b>11496.00.</b>
<b>PAYMENTS</b>				
3447.00.	PAYROLL	3750.00.	2723.00.	4000.00.
1378.00.	MAINTENANCE	900.00	35.00.	900.00.
225.00.	GRANTS AND DONATIONS INCLUDING SECTION 137 PAYMENTS	225.00.	NIL.	300.00
697.00	INSURANCE	800.00.	755.00.	800.00.
213.00.	SUBSCRIPTIONS	213.00.	211.00.	225.00
200.00.	HIRE OF ROOMS	220.00.	NIL.	220.00.
186.00	STATIONERY AND EQUIPMENT	300.00.	NIL	300.00
35.00	WREATH	40.00	50.00	50.00
400.00	ELECTIONS	NIL	NIL	1400.00
NIL	NOTICE BOARDS	600.00	600.00.	400.00.

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192.00.	PAYROLL ADMIN.	192.00.	151.00.	220.00.
239.00	WEBSITE	253.00.	53.00.	150.00.
<b>6867.00.</b>	<b>TOTAL</b>	<b>7490.00.</b>	<b>4578.00.</b>	<b>8965.00.</b>

### **818. WAR MEMORIAL:**

The Vice Chairman (Councillor N. Peter) reported on the present position on work to rectify the ponding issue at the War Memorial.

### **819. REMEMBRANCE SUNDAY:**

In view of the restrictions imposed by the Government the Church decided to Video individual organisations laying a wreath. The Parish Council had agreed to this. The filming took place on 31st October and be shown at a Service on Remembrance Sunday. However as a result of the introduction of a second lockdown by the Government the church was closed.

The Parish Council conducted a short wreath laying ceremony on Remembrance Day itself .

The Chairman on behalf of the Parish Council thanked the Vice Chairman (Councillor N. Peter) and his family for the arrangements on the day.

### **820. CRIPPLEGATE LANE:**

Further developments were awaited following publication of the Ecologist's report.

### **821.CONSULTATIONS:**

The Clerk referred to the CPRE AGM held on 23rd November 2020 and the consultation documents on the County Council Travel Safety campaign which had been circulated to the Parish Council since the last meeting.

### **822. DATE OF NEXT MEETING:**

Monday 25th January 2021 at 7.30 p.m.

There being no further business the Chairman (Councillor T. Greenwood) declared the meeting closed at 8.05 p.m.

**SIGNED  
CHAIRMAN**

**25TH JANUARY 2021**