

ULNES WALTON PARISH COUNCIL

MEETING: Council Meeting

DATE: Monday 10 March 2025 7.00 pm

VENUE: The Old School, Ulnes Walton Lane, Ulnes Walton

A G E N D A

1. Apologies for Absence

To receive apologies.

2. Declarations 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 10 February 2025

To receive and approve the minutes of the meeting distributed to Councillors.

4. Residents Surgery

The meeting will be adjourned.

The Parish Council welcomes and encourages input from residents on issues relating to the village or in connection with any item appearing on the agenda of the Parish Council Meeting. A short time is set aside at Council Meetings for residents to raise their questions or concerns. This session will be restricted to 10 minutes in total. No legal decisions may be taken.

5. Planning

New planning applications for consideration:

Application	Proposed Development	Location
25/00114/FUL	Works to, and conversion of, existing outbuilding into living accommodation for one young person in association with the existing use of the property as a childrens care home	132A Southport Road
25/00124/FUL	Conversion of existing garage to create 1no. residential dwelling including a two storey side extension and a single storey rear extension	Round Bush Holker Lane

6. Financial Matters

i) To receive the finance update.

ii) To consider requests for payment made to the Council.

7. Risk Assessment

To carry out the annual financial risk assessment.

8. Central Lancashire Local Plan

To consider a response to the Local Plan Regulation 19 Consultation.

9. Reports from Outside Bodies

To receive reports from Members attending meetings on behalf of the Council.

10. Date of Next Meeting

To confirm the date of the next meeting.



CLERK
04/03/2025

Ulnes Walton Parish Council
Reports for Meeting 10 March 2025

5. Planning

Other applications: None

Permissions:

Application	Proposed Development	Location
24/01110/MNMA	Minor non-material amendment to planning permission ref: 22/01228/FUL (Erection of warehouse and creation of new service yard and erection of extension to main garden centre building) to amend the description of the development to: A phased development comprising the erection of a warehouse and creation of new service yard (Phase 1) and erection of extension to main garden centre building (Phase 2) and to amend the wording of condition no. 5 (surface water drainage scheme) to allow some development to commence in advance of the formal discharge of the condition	Leyland Garden Centre 338 Southport Road
24/01111/MNMA	Minor non-material amendment to planning permission ref: 23/00630/FUL (Erection of extension to western elevation of existing garden centre building following the demolition of an existing warehouse, external canopy, wall and gate and 2no. portacabins) to amend the wording of condition no. 6 (surface water drainage scheme) to allow demolition works to commence in advance of the formal discharge of the condition	Leyland Garden Centre 338 Southport Road
24/01112/MNMA	Minor non-material amendment to planning permission ref: 22/00492/FUL (Erection of new retail sales building (following demolition of an existing building), erection of extension to western elevation of main garden centre building and the erection of canopies over external sales areas (following the removal of existing canopy)) to amend the description of the development to: A phased development comprising the demolition/removal of an existing canopy (Phase 1) and the demolition of an existing building (Phase 2), and the subsequent erection of a new retail sales building (following demolition of an existing building), erection of an extension to the western elevation of the main garden centre building and the erection of canopies over external sales areas (following the removal of existing canopy) (Phase 3) and to amend the wording of condition no. 5 (surface water drainage scheme) to allow some development to commence in advance of the formal discharge of the condition	Leyland Garden Centre 338 Southport Road
24/01059/FUL	Change of use of land to the east of Holker Cottage from agriculture to a dog day care facility and change of use of car park to the west of Holker Cottage from domestic (Use Class C3) to a mixed use of domestic car parking (Use Class C3) and car parking associated with the dog day care facility (retrospective) and extensions to existing buildings	Holker Cottage Holker Lane

Refusals: None

Withdrawn: None

PTO

ULNES WALTON PARISH COUNCIL

MINUTES of the Council Meeting held on 10 February 2025 in The Old School, Ulnes Walton Lane, Ulnes Walton commencing at 7.00 pm.

Present Councillors J Dalton (Chairman), E Doran, P Sloan and N Watkinson.

Also present 3 Members of the public

01/25 Apologies for Absence

An apology was received from Councillor P Doddenhof.

02/25 Declarations of Interests

None declared.

03/25 Minutes of the Meeting held on 9 December 2024

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

04/25 Residents Surgery

Residents of Southport Road provided details of their objections to a planning application for the erection of properties in a field on Southport Road at the the Ulnes Walton/Eccleston border.

A representative of the Ulnes Walton Action Group provided an update regarding the Third Prison at Wymott. The Group has been advised by its legal team that the Secretary of State may have acted unlawfully in arriving at the decision to allow the planning appeal. The Group is intending to challenge the decision in the High Court, and has obtained pledges to cover the potential costs, which would be limited to a maximum of £10,000, should the challenge not be successful.

Flooding was reported around Lostock Bridge during recent heavy rains.

05/25 Planning Matters

24/01059/FULHH Change of use from residential to mixed use of residential and dog minding business (retrospective) and extensions to existing buildings at Holker Cottage, Holker Lane

There were no objections to this application.

25/00008/PIP Permission in principle application for the erection of up to five dwellings at Land North of Lydiate Farm Cottage, Lydiate Lane, Eccleston. It was noted the Planning Statement contained no details of very special circumstances submitted which may affect the decision.

Resolved: an objection is to be submitted on the grounds of inappropriate development within the Green Belt

25/00044/PIP Permission in principle application for the erection of 3 no. dwellings at Ring O Bells, Leyland Lane. It was noted there was no planning statement submitted and there are no very special circumstances.

Resolved: an objection is to be submitted on the grounds of inappropriate development within the Green Belt

25/00064/P3PAM Prior approval application under Part 3, Class R of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the proposed change of use of 2no. agricultural buildings to a flexible use falling with Use Class E (commercial, business or service) to allow the buildings to be used as retail warehouses Culshaws Farm Holker Lane. As this was a permitted development application Councillors felt it was appropriate to wait for the Planning Officer's view on the legality of the application.

06/25 Finance

- i) Resolved: the Monitoring Statement was approved and signed by the Chairman.
- ii) A request for a pledge towards the costs of the legal challenge to the Prison decision, to be payable only if the challenge were to fail, was considered.

Resolved: a pledge of £1000 was agreed.

- iii) Resolved: the following payments were approved:

£ 30.36	Easy Websites	Monthly fee
£ 143.60	Eccleston PC	Litter picking
£ 711.88	Staff costs	Salary and deductions
£ 6.00	Unity Trust Bank	Service charge - February
£ 30.36	Easy Websites	Monthly fee

07/25 Internal Audit Review

The annual review of the effectiveness of the internal audit and the appointment of an Internal Auditor, in accordance with guidance contained within the Joint Panel on Accountability and Governance - Practitioners' Guide (March 2024).was carried out.

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

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

08.25 Western Parishes Neighbourhood Area Meeting

Suggestions for Neighbourhood Priorities had been invited. Assistance with confirmation of ownership and obtaining of permission to place seats on the grass area at the junction of Moss Lane/Willow Road is to be requested.

09/25 Reports from Outside Bodies

Chorley Liaison - items covered included a presentation on the Social Prescribing Service, which offers advice and support to residents who may be experiencing problems. Details of how to access the service were provided. Also provided were details of diversionary activity provided throughout the Borough. It was noted no activities took place in the Ulnes Walton area.

10/25 Date of Next Meeting

Monday 10 March 2025.

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

..... (Chairman)

Ulmes Walton Parish Council						
Risk Assessment and Management						
(in accordance with Governance and Accountability for Smaller Authorities in England)						
Topic	Risk Identified	Risk H/M/L	Effect H/M/L	Management of Risk	Action by	I A Freq
Income						
Precept	Not submitted Not paid by BC Adequacy of precept	L L L	H H H	Council minute - RFO to follow up Check and report to Council Monthly review of budget to actual	Diary Diary Diary	12 12 12
Investment Income	Receipt when due Investment policy Surplus funds	L L L	L L L	Review when necessary Review when necessary Review when necessary	Diary Diary Diary	As required As required As required
Expenditure						
Salaries	Wrong salary paid Wrong hours paid Wrong pay rate False employee Wrong deductions - PAYE and NI	L L L L L	L L L L L	Check to minute Check to timesheet/contract Check to contract Check to PAYE records and lists Check to PAYE calculators	Councillor verify Councillor verify Councillor verify Councillor verify Councillor verify	12 12 12 12 12
Direct Costs and Overhead Expenses	Goods not supplied Invoice incorrectly calculated Cheque payable is excessive Cheque payable to wrong party	L L L L	H L H H	Order system Check arithmetic Signatory initials etc Stub and Voucher Signatory initials etc Stub and Voucher	RFO verify Approval check Councillor verify Councillor verify	12 3 3 3
Grants and Support	Power to pay Agreement of Council to pay Conditions agreed Cheque and voucher Follow up verification	L L L M M	H H M M L	RFO check Minute Use reasonable conditions Signatories initial stub and voucher RFO check and consider budget	RFO verify Councillor verify RFO verify Councillor verify RFO verify	12 12 12 12 12
Election Costs	Invoice at agreed rate VAT analysis Charged on purchases Partial exemption applies? Claimed within time limits	L L L M M	L L L M H	RFO check and consider budget All items in cash book lists Consider all items as per cash book lists RFO check Agree returns submitted	RFO verify RFO verify RFO verify RFO verify RFO verify	As required 12 12 12 12

Topic	Risk Identified	Risk H/M/L	Effect H/M/L	Management of Risk	Staff Action	I A Freq
Reserves - general	Adequacy	L	H	Consider at budget setting	RFO/Councillor opinion	12
Reserves - earmarked	Adequacy	L	H	Consider at budget setting and final accounts	RFO/Councillor opinion	12
	Earmarked, or contingent liability	L	H	Review by Council	RFO/Councillor opinion	12
Assets	Loss, damage etc	M	H	Annual inspection, update insurance and asset register	Diary	12
	Risk or damage to 3 rd party property or individuals	M	H	Review adequacy of Public Liability Insurance cover	Diary	12
	Loss of key personnel (Clerk)	M	H	Review hours, conditions, health, stress, training, management,	Council	12
Staff	Fraud by Staff	L	H	Fidelity guarantee insurance cover value Insurance company conditions	Council	12
	Consequential loss due to critical damage or 3 rd party performance	L	H	Review adequacy of insurance cover	Diary	12
Cash	Loss through theft or dishonesty	L	H	Insurance cover review - ensure adequacy of Fidelity Guarantee Cover	Diary	12
Maintenance	Poor performance of assets, loss of income or performance	L	M	Annual maintenance inspection Review adequacy of insurance cover	Diary	12
	Adequacy of finances to be able to repay loans	L	H	Consider at budget setting. Financial review and cashflow forecasting monthly	Diary	12
Legal Powers	Illegal activity or payment	L	H	Educate Councillors as to legal powers	Ongoing	12
Legal Compliance	Compliance with requirements	M	M	Educate Councillors as to requirements	Ongoing	12
Best Value	Overspend on services	L	H	Ensure correct tendering for services	Ongoing	12
Financial Records	Inadequate records	L	H	RFO check + regular internal audit	Diary	12
Minutes	Accurate and legal	L	H	Approve at following meeting	Diary	12
Members Interests	Conflict of interests	M	M	Members to update Declarations of Interests	Ongoing	12