

Wheelton Parish Council

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**17 Higher Meadow
Clayton-le-Woods
Leyland PR25 5RJ**

Clerk to the Council: Mrs Joanne Carr

NOTICE OF MEETING

A Meeting of WHEELTON PARISH COUNCIL will be held in the Small Hall, Heapey and Wheelton Village Hall, West View, Meadow Street, Wheelton at **8.00pm** on Monday 11 May 2026 for the transaction of the following business.

DATED this 4 May 2026

PARISH CLERK: Joanne Carr

A G E N D A

1. Apologies.
2. Declarations of Members' interests on any matters to be placed before the Council.
3. In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason of insufficient nominations – To note that there are two vacancies following the election, which are being advertised and will be filled at the earliest opportunity. To approve the Co-Option of Mathew Harper.
4. To decide when any declarations of acceptance of office, which have not been received as provided by law, shall be received.
5. Election of Officers for 2026/2027

To consider the following positions, Current holders are on the list below:

Chairman – *Councillor Harper*. To receive the Chair's Declaration of Acceptance of office or, if not received, decide when it shall be received.

Vice-chairman – *Councillor Mrs Berry*

Chorley Liaison Meetings – *Councillor Mrs M France*

LAPTC Chorley Area Committee representatives – *Councillor R Wheale (Substitute – Councillor Mrs K Berry)*
Chorley Council Eastern parishes Neighbourhood Area Meeting – *Councillor M Harper*
Chorley Council Equality Forum – *Councillor Mrs M France*
Heapey and Wheelton Village Hall Committee representative – *Councillor Mrs K Berry*
Heapey and Wheelton War Memorial Trustee Representative - *Councillor R Wheale and Councillor N Hayes*
Heapey and Wheelton War Memorial Trustees –*Mrs D Gorton, Mr N Hayes, Ms T Farrow and Mr R Wheale*
Heapey and Wheelton Charity Trust Trustees Representative - *Councillor R Wheale*
Tree Warden – *Councillor M Harper*
Press Officer - *Vacancy.* Any emergency press release should be a bland statement produced in consultation with Councillors.
Communications (Newsletter) Co-ordinator – *Parish Clerk – assisted by Councillor M Harper*
Wheelton Website Co-ordinator – *Parish Clerk*
Rivington and Brinscall Local Advisory Group – *Councillor Hayes.*

6. To confirm and sign the Minutes of the Parish Council Meeting held on the 13 April 2026.
7. To consider the Police Report.
8. Public Forum.
9. Enhancing Wheelton.
 - (a) Traffic Issues – Finger Post
 - (b) Recreation Area
 - (c) War Memorial
 - (d) Benches – Notice Boards
10. To Consider the Parish Council's response to Planning Applications received from the Borough Council.

26/00346/FUL- Little Harbour Farm Harbour Lane Wheelton Chorley PR6 8JR
Section 73 application to alter the wording of condition 7 (self-build) of planning permission ref: 24/00925/FUL (Erection of 2no. dwellinghouses (following demolition of existing building) and the siting of a residential caravan for a temporary period during the construction of the dwellings and access alterations) in order to remove the requirement for the dwelling to be a self-build dwelling so that the development will not be exempt from mandatory biodiversity net gain requirements

26/00378/FUL - Highfield 20 Bett Lane Higher Wheelton Chorley PR6 8JH
Change of use of a parcel of land from agricultural use to residential garden land incidental to 20 Bett Lane. No buildings, structures or engineering operations are proposed. The site is enclosed by post and rail fencing, installed in accordance with the agreed boundary treatment.

11. To approve the schedule of payments.
12. To receive the CIL income statement received for 2025/26 (Appendix C)
13. To agree the dates for meetings for the following year 2026/27 (Appendix D)
14. To consider the Parish Council's response to the request from Meercat's Childminding to hold a colour run on the recreation ground in July 2026.
15. To consider the Parish Council's response to the request from Plant Based Treaty to support/endorse their treaty and or support local awareness initiatives around sustainable food. (Appendix E)
16. To receive any Items for Information only.
 - Chorley Area Committee Meeting – LALC – Thursday, 11 June 2026, at 7pm – Chorley Town Hall
 - Chorley Council Liaison Meeting – 21 October 2026 – 6.30pm
 - Heapey and Wheelton Village Hall Committee – 11 May 2026 – 6.00pm.
17. Date of Next Meeting

Monday 1 June 2026 at 8.00pm.

Members of the Public

Welcome to Wheelton Parish Councils meeting if there is a specific item on the agenda you wish us to consider we will endeavour to deal with it as soon as possible.

Please note that we will allow a spokesperson to outline your views but we will have to impose a time limit on the discussion which will be a maximum of 15 minutes.

If there is a personal "verbal" attack or otherwise on any member of the council or public, the Clerk will issue a warning that the meeting will be suspended until order is restored.

If the disturbance continues the offender/offenders will be asked to leave and the meeting will reconvene at another time.

**MINUTES OF THE 1084th WHEELTON PARISH COUNCIL MEETING
HELD ON MONDAY 13 APRIL 2026
AT WHEELTON VILLAGE HALL, WEST VIEW, WHEELTON**

PRESENT: Councillors Harper (Chair), Mrs Berry, Hayes, Scambler and Wheale.

IN ATTENDANCE: Mrs J Carr (Parish Clerk).

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs M France.

DECLARATIONS OF INTEREST

Councillor Wheale and Harper declared a non-pecuniary interest in the discussion in the public forum because they are related to the Contractor doing the work.

MINUTES FROM THE LAST MEETING 2 MARCH 2026

366/04/26 The minutes were accepted as a true and accurate record and signed by the Chair on behalf of the Parish Council subject to a change to the correct date of the meeting.

POLICE REPORT

There was no report from the Police.

The Clerk gave an overview of the crime statistics for the Parish as published on the Police website for February 2026.

COMMENTS FROM THE PUBLIC

The Councillors advised that concerns had been raised about the development off the A674/Millbrook Close where work had been started. Soil has been moved from the area which has planning permission for houses to the triangle over the culvert. There was also a concern around the hard standing for the site cabins which had contained things that were not inert waste. The question of what would happen to the material once the buildings had been completed was raised. The Clerk reported that Councillor France had received the following response from Chorley Planning Team – “In relation to the culvert beneath Blackburn New Road, I can confirm that United Utilities have attended the site and are the appropriate

authority responsible for the culvert and any obstruction or impact on its operation. Should a blockage occur, or if there is any failure affecting the culvert's ability to function, this would fall to United Utilities to address. From a planning perspective, hypothetical risks or "what if" scenarios do not in themselves alter the lawful planning position or permitted development rights, but the situation will continue to be monitored, particularly if any works materially change or give rise to identifiable harm.

With regard to site access and vehicle movements, I have checked the planning file and can confirm that the Construction Traffic Management Plan has not yet been approved or discharged. As such, there are currently no enforceable restrictions in place controlling how construction or preparatory vehicles access the site. The works presently being undertaken appear to be largely remedial and preparatory in nature, rather than full construction operations, and on that basis, there is no identifiable breach of planning control at this stage.

That said, your concerns about the suitability of Blackburn New Road for site access are noted, particularly given its nature as a fast and busy route. Once the development progresses and the Construction Traffic Management Plan is formally submitted and approved, officers will be able to revisit the matter. At that point, any failure to adhere to the approved access arrangements or traffic controls would be capable of being investigated and, if necessary, addressed through the appropriate channels.

I will ensure the site remains under review as works continue and will update you should matters change or if further action becomes justified."

ENHANCING WHEELTON

a) Traffic Matters

- i) **Repairs to the finger post.** Councillor Hayes reported that Chorley Borough Council had offered to cover the full cost of the refurbished signs.
- ii) **Mile Marker Stone.** Councillor Hayes advised that the mile marker stone is still in position but has a description that says, "removed for cleaning". This sign was in position a long time ago but no-one seems to know where it has gone.

367/04/26

It was RESOLVED that Councillor Hayes should source a quotation for a replacement plaque and approach Chorley Borough Council to question whether they would include a replacement with the sign manufacture.

b) Recreation Area Enhancement

- i) The Clerk reported that Chorley Borough Council had still not responded to her emails regarding the replacement of the bark on the Play Area.

Councillors reported that Chorley Borough Council had changed the Parish Council bin on the Play Area to a Chorley Borough Council bin. The Clerk confirmed that she had not been previously informed about this.

ii) Tree Survey.

368/04/26 The Parish Council RESOLVED to note the Tree Survey and review in September, once the nesting season has finished.

c) War Memorial

Councillor Wheale reported that both Wheelton Parish Council and Heapey Parish Council had agreed to re-issue a 25-year lease for the Heapey and Wheelton War Memorial Trust to maintain the War Memorial.

369/04/26 The Parish Council RESOLVED that the Clerk should ask Chorley County Council if their legal department could draw up a 25-year lease for the Heapey and Wheelton War Memorial Trust to maintain the War Memorial.

Councillor Berry advised that some children had drawn chalk marks on the War Memorial and door. One of the Trustees had known who had done it and had approached their parent who had made their children go down and wash it off.

Councillor Wheale reported that:

- Heapey Parish Council had been requested to provide two representatives for the Trust.
- Councillor Hayes had replaced the bulbs in the tower.
- The trustees were still trying to change the bank account signatories for the trustee bank account.

d) Benches and Notice Boards

Councillors considered the quotations received for replacement notice boards.

370/04/26 The Parish Council RESOLVED that, providing the quotation for the Man-made Timber Noticeboard was for a board made from recycled plastic, the quotation 32506/1 at a cost of £1,806.95 from Greenbarnes Ltd should be accepted.

PLANNING MATTERS

There were no plans to consider.

Councillors reported that there was a new building being constructed in the back garden of the Coach House on Whins Lane where there had previous not been any building. The Clerk was requested to ask Borough Councillor Mrs M France is she could investigate this with Chorley Council Planning Team.

ACCOUNTS FOR PAYMENTS

371/04/26 All accounts were authorised for payment:

Mrs J Carr – Salary April – £520.00
Inland Revenue – Salary Deductions April - £164.95
Tree Check Ltd – Tree Survey - £744.00

DD Easy Websites – Web Hosting and Support April – £30.36

ACCOUNTS

372/04/26 Councillors RESOLVED to accept the Bank Reconciliation, Receipts and Payments and Income and Expenditure against budget reports to March 2026 as circulated.

373/04/26 Councillors REVOLVED to accept the Risk Assessment and Asset Register for the year end 2025.

374/04/26 Councillors RESOLVED to accept the CIL Reconciliation and War Memorial Balance reports to March 2025 as circulated.

YEAR END ACCOUNTS

375/04/26 Councillors RESOLVED to approve the signing of the Audit Exemption Statement 2025 and book and approved the Internal Auditor as Ms J Ainsworth.

376/04/26 The time being 9.30pm, Councillors RESOLVED to suspend Standing Orders to allow the meeting to continue to 10.00pm.

LANCASHIRE COUNTY COUNCIL'S TRAFFIC REGULATION ORDERS

377/04/26 Governors noted the Traffic Regulation Orders received from Lancashire County Council and discussed the impact on residents, parking issues, problems with the buses not being able to access the village, sitings of bus stops and road safety.

LSG4/102317/AFR

LSG4/102316/AFR

LSG4/102315/AFR

LSG4/102314/AFR

LSG4/102313/AFR

LSG4/102312/AFR

LSG4/102311/AFR

Wheulton Parish Council RESOLVED to make no observations to these proposals.

REQUESTS TO USE THE RECREATION GROUND

The Clerk reported that there have been two requests from the public to use the recreation ground.

- i) A Dance Group who meet at the Village Hall would like to use the recreation ground green for their booking during the nice weather.

378/04/26

The Parish Council RESOLVED to approve the request with the following provisos –

- Use of the ground would be at the hirers own risk and they must have their own insurance.
- Because the recreation Ground is an open space, the hirer is not able to move someone out of the area if they are already using the green.
- This decision may change should the Parish Council receive complaints about the music.

- ii) A request has been received from someone who is holding their son's birthday party at the village hall and has requested having a bouncy castle on the recreation ground if the weather is suitable.

379/04/26

The Parish Council RESOLVED to approve the request with the following provisos –

- Use of the ground would be at the hirers own risk and they must have their own insurance.
- The ratio of parents to children be kept at sensible levels.
- The bouncy castle is not left unattended at any point and the hirer would be responsible for policing use of the equipment.
- Because the recreation Ground is an open space, the hirer is not able to move someone out of the area if they are already using the green.
- Any damage to the recreation ground be repaired at the hirer's cost.
- The Bouncy Castle should not be used if weather conditions are not suitable and the equipment is secured adequately.

Councillors noted that there have also been a number of complaints from members of the public regarding a child exercising horses/ponies on the recreation ground. Councillors noted that this was not safe for other users of the ground, the children were unsupervised and there was no provision for cleaning up any fouling.

380/04/26

The Parish Council RESOLVED to write to the parents of the child to advise that the ground was not to be used for riding horses around.

ITEMS FOR INFORMATION

- Chorley Area Committee Meeting – LALC – Thursday, 11 June 2026, at 7pm – Chorley Town Hall.
- Chorley Council Liaison Meeting – 21 October 2026 – 6.30pm.

- Heapey and Wheelton Village Hall – 14 April 2026, 5 May 2026 and 2 June 2026.

DATE OF NEXT MEETING

Monday 11 May 2026 at 8.00pm.

The meeting closed at 10.00pm.

Minutes approved and accepted as correct.

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Chair

Dated

Report to Wheelton Parish Council for 2025/26 Year Community Infrastructure Levy – Neighbourhood CIL

Overview of how to allocate CIL receipts to Local Communities / Parishes / Town Councils

Local authorities must spend the levy on infrastructure needed to support the development of their area, and they will decide what infrastructure is needed. The levy is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development.

The table below is a quick guide on how the CIL is allocated to Parish / Town Councils, or how it is allocated in the event of no Parish / Town Council. Parish Council ✓	Parish Council ✓
Neighbourhood Plan ✓	Neighbourhood Plan X
= 25% uncapped, paid to Parish	= 15% capped at £100/dwelling, paid to Parish
Parish Council X	Parish Council X
Neighbourhood Plan ✓	Neighbourhood Plan X
= 25% uncapped, local authority consults with community	= 15% capped at £100/dwelling, local authority consults with community

Neighbourhood CIL Overview Civil Parishes:	Oct 2025 Total Payment	April 2026 Total Payment DUE
Wheelton	£0.00	£6,068.12

Neighbourhood CIL Breakdown

Neighbourhood CIL Breakdown CP Area	Planning App Ref	Amount Received 1 Apr - 30 Sept	Amount Received 1 Oct - 31 Mar
Wheelton	24/00925/FUL Plot 1	£0.00	£904.67
Wheelton	24/00925/FUL Plot 2	£0.00	£918.53
Wheelton	24/00247/FUL	£0.00	£4,244.92

Appendix D

Meetings are normally held on the first Monday of the month, unless it is a bank holiday, when they move back a week.

Monday 1 June 2026
Monday 6 July 2026
No meeting in August
Monday 7 September 2026
Monday 5 October 2026
Monday 2 November 2026
Monday 7 December 2026
Monday 4 January 2027
Monday 1 February 2027
Monday 1 March 2027
Monday 5 April 2027
Monday 10 May 2027

The Clerk is advising that she will be unable to attend the September meeting and requests that the meeting is moved to the 14 September 2026 or a meeting held earlier on the 24 August 2026. Or the meeting is minuted by someone else.

Appendix E

Dear Sir/Madam

I am writing to ask whether the Council would be open to considering support for the Plant Based Treaty, and exploring stronger plant-based food options within council activities.

Councils across the UK are increasingly looking at how food policy can contribute to climate commitments and public health goals. Six UK councils have already endorsed the Plant Based Treaty, alongside more than 70 towns & cities globally.

While town councils have a more local role, they can still show leadership through the food served at events, community initiatives, and by supporting positive public awareness. Increasing plant-based options is a practical way to reduce emissions, improve public health, and demonstrate local leadership.

I would welcome the opportunity for the council to consider:

- Supporting or endorsing the Plant Based Treaty
- Increasing plant-based options at council events and community venues
- Supporting local awareness initiatives around sustainable food

I would be happy to provide a short draft motion or proposal if helpful, and would really appreciate your guidance on whether this could be considered at a future meeting, or the best way to bring this forward. I would also be happy to give a presentation on the Treaty to the council

Kind
James O'Toole

regards,

Director of Communications

Plant Based Treaty