

**MINUTES OF THE 1079<sup>th</sup> WHEELTON PARISH COUNCIL MEETING  
HELD ON MONDAY 3 NOVEMBER 2025  
AT WHEELTON VILLAGE HALL, WEST VIEW, WHEELTON**

**PRESENT:** Councillors Mrs Berry (Vice-Chair), Mrs France and Wheale.

**IN ATTENDANCE:** Mrs J Carr (Parish Clerk).  
County Councillor Clemson.

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Harper, Hayes and Scambler.

**DECLARATIONS OF INTEREST**

There were no declarations of interest.

**MINUTES FROM THE LAST MEETING 6 OCTOBER 2025**

**317/11/25** The minutes were accepted as a true and accurate record and signed by the Chair on behalf of the Parish Council.

The Clerk reported that there had been no response from the outgoing Chair of the Village Hall Committee regarding the ongoing situation with the Charity and running of the hall.

Councillor Mrs France advised that she had been contacted by the MP's Office to request that a representative from the Borough Council lay the Remembrance Wreath at the Service on behalf of the MP. Councillor Whiffen had agreed to do so.

**COUNCILLOR RESIGNATION**

The Clerk reported that Councillor Dickenson has resigned from the Parish Council. Councillors noted the huge contribution that Councillor Dickenson had made to life in the Village and the large amount of work that he put into being a Councillor. Everyone wished Mr and Mrs Dickenson all the best for their move south.

The Clerk advised that the Borough Council would be advised of the vacancy and the procedures for replacement would be followed.

## **POLICE REPORT**

There was no report from the Police.

## **COMMENTS FROM THE PUBLIC**

Councillor Wheale reported that a resident from Mill Street had their tires slashed when they had parked next to the old off licence.

Councillor Mrs Berry reported that the streetlight at the top of Meadow Street was not lit some nights. The Clerk was requested to report it to the County Council.

The Clerk reported that a number of comments had been received from Members of the Public:

- The Website History page mentions the Top Lock which is not in the Parish but not the other Public Houses in the village. – Councillors agreed to review the website to see whether there were any changes required.
- It is the 20<sup>th</sup> anniversary of the Parish Plan. Are there any plans to update it? – No, there were currently no plans to revisit the plan.
- Would the Parish Council consider putting posts and /or links to the Wheelton and Higher Wheelton Facebook page? – the Parish Council had previously discussed having a Facebook page but had not made any decision about engaging with social media. The Clerk was requested to revisit this in six months' time.

## **ENHANCING WHEELTON**

### **a) Traffic Matters**

- i) Councillor Hayes reported that there was nothing further to report regarding the work to the fingerpost.
- ii) County Councillor Clemson reported that he had been in discussion with Lancashire County Council regarding parking at the top of Victoria Street Wheelton and the end of Bett Lane, Higher Wheelton, which was stopping the buses from accessing the villages. Councillor Clemson reported that they were investigating extending the yellow lines and that he would also speak to the enforcement team to review their attendance.

### **b) Recreation Area Enhancement**

The Clerk reported that Chorley Borough Council had not responded to her emails regarding the replacement of the bark on the Play Area although they were responding to Councillor Mrs France's emails.

### **c) War Memorial**

Councillor Berry reported that the gate to the Memorial Gardens was catching on one side of the wall. The Grounds Maintenance Contractor would replace the hinge to repair it.

**318/11/25** The Clerk reported that she had received an email from a Member of the Public regarding a dog being exercised in the War Memorial Garden. It was RESOLVED that the Clerk should investigate suitable signage to display.

### **d) Benches**

**319/11/25** The Clerk reported that Energy Northwest had denied removing the bench on Buckholes Lane. It was RESOLVED that the Clerk obtain some prices for a replacement bench.

## **PLANNING MATTERS**

**320/11/25** The Parish Council noted the following comments made on planning applications over the summer break:

25/00996/FUL Spout House Farm, Blackburn Road, Higher Wheelton.  
Temporary siting of a static caravan for a period of 3 years.

Wheelton Parish Council noted that they could not consider this application because the Borough Council planning website had not been working all weekend and was still not working so the plans could not be accessed. It was resolved to request to defer this application to next month.

## **ACCOUNTS FOR PAYMENTS**

**321/11/25** All accounts were authorised for payment:

Mrs J Carr – Salary November – £528.55  
Replacement Cheque – Inland Revenue September - £204.92  
Inland Revenue – Salary Deductions November - £168.76  
Mrs J Carr – Postage - £20.88

DD Easy Websites – Web Hosting and Support November – £30.36  
DD E-on – War Memorial Electricity - £74.58

## **ACCOUNTS**

**322/11/25** Councillors RESOLVED to remove Councillor Dickenson and add Councillor Hayes to the signatories on the Bank Account. It was further RESOLVED that the Clerk should investigate On-Line banking with Royal Bank of Scotland.

## **.GOV EMAILS/DOMAIN NAMES**

The Clerk reported that next year's audit would include a question that the Parish Council had to answer regarding whether the Council has a .gov.uk email address and domain name for the website. There was also the matter of GDPR with Councillors using their own emails rather than a .gov.uk email. The current website provider had quoted £5.50 per month for the domain name and £2.20 per month per Councillor for the email addresses for them.

**323/11/25** The Parish Council RESOLVED not to move to .gov.uk emails and domain name at the current time.

## **REMEMBRANCE SERVICE**

The Clerk reported that all arrangements for the Remembrance Service had been agreed. The Scouts/Brownies/Guides, both representative of the Churches, the Bugler and the wreath laying had been arranged.

## **FUTURE PROJECTS TO INCLUDE IN THE PRECEPT 2026/27**

Parish Councillors discussed items to be added to the precept calculations.

**324/11/25** The Parish Council RESOLVED to include a £50. Chairman's Allowance which could be requested by the Chair.

## **ARTICLES FOR THE WINTER 2025 NEWSLETTER**

**325/11/25** The Clerk requested items for the Newsletter by Friday 28 November 2025.

## **ITEMS FOR INFORMATION**

- Millbrook Close would be closed to traffic from 17 December 2025 to 19 December 2025 to allow for carriageway pre-surface dressing patching works to be carried out.

## **DATE OF NEXT MEETING**

Monday 1 December 2025 at 8.00pm.

The meeting closed at 9.30pm.

Minutes approved and accepted as correct.

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Chair  
Dated .....