

Minutes

Aughton, Bailey and Chaigley Parish Council

Parish Council Meeting 15 June 2026 - 7:00 pm

	PARISH COUNCIL MEETING
1	Present: Cllr Margaret Carrington (Chair), Cllr David Bland, Cllr Des Harwood (Vice Chair), Cllr Lynn Hepworth, Cllr Lynn Hepth, Cllr Isaac Nutter, Cllr Vinnie Joseph and Cllr John Wilkinson, Frances Ahearne (Clerk). Apologies – Cllr Christine Holden.
2	Declarations of Interest – none.
3	Minutes from the last meeting for approval – accepted as correct. Proposed by Cllr Des Harwood and seconded by Cllr David Bland.
4	Matters Arising from minutes. None not covered under other sections.
5	Correspondence – covered under other sections.
6	Finance – 1. Actual balance: bank balance at 1st June £25690.87. 2. Cheques issued in May: 1) 1.5.26 DD £36.96 website, 2) 1.5.26 £600 Clerk salary (824), 3) 1.5.26 HMRC re tax £150 (825), 4) 5.5.26 £456 Prime Garden Services (826), 5) 18.5.26 £101.33 F.Ahearne Admin costs (827) 6) 18.5.26 £456 Prime Garden Services (828), 7) 18.5.26 £195.59 LALC membership (829). 3. Annual Audit update. Annual Audit has now been completed by the auditor. See auditing report. The Clerk has written to thank Mrs Jennifer Sutcliffe as she has been a great help and support during the first audit done by the current Clerk who has since also sent a gift in thanks and appreciation. AGAR forms are about to be submitted to the authorised company approved by Government (Littlejohn's). Official paperwork has to be publicised on our website at time of submission to them. (since completed and done). <u>Audit report recommendations:</u> 1) Financial Regulations – these need to be reviewed and updated. Clerk will start this process asap. 2) Cllr Bland will deal with the contractual paperwork for the Clerk and will access templates on the NALC site. Clerk to send Cllr Bland relevant contact details/passwords for LALC/NALC. 3)) Standing Orders – again as pointed out in auditor report these need to be reviewed and updated. Clerk will start process. 4) PAYE and pension regulator, all in order. 5) IT/DATA Policies – Clerk to get advice from our Website provider. 6) All other relevant polices to be reviewed and updated or put in place as recommended by auditor. 7) Information commission – The council should register to be on the Information Commission Office as part of required data controls. Clerk to look into this.
7	Risk assessment check lists – waiting on return of check lists handed out at May meeting. New risk assessment form to be completed for War Memorials and these will be checked by Cllr Holden going forward.
8	Planning Applications

	<u>1)</u> Planning Application No: Planning Application No: 3/2026/0246 Grid Ref: 366831 438350 Proposal: Retrospective planning permission for works to an existing agricultural building to include: alterations to building footprint, alterations to existing roof from mono-pitched to dual pitched, increase in roof ridge height, alterations to existing openings. Proposed installation of soft landscaping Location: Land at Lower Hud Lee Farm Longridge Road Hurst Green BB7 9QP. After discussion it was agreed that the Council should send a letter to the Planning Department stating concerns. <u>2)</u> Planning Application No Planning Application No: 3/2026/0435 Grid Ref: 368437 438294 Proposal: Proposed formation of dormer on rear elevation. Location: The Smithy, Smithy Row Hurst Green BB7 9QA. No objection.
9	Future Projects: nil at present time
9	Any other business – 1) Parking issues in the village. The councillors have been copied into the response from Cllr Atkinson. After discussion it was agreed that a further letter should be sent to Cllr Atkinson stating our concerns once again and requesting an onsite meeting. The Council were of the opinion that Cllr Atkinson and the LCC Highways Department were not taking the matter and the consequent hazard implications seriously enough. Copies of the correspondence are to be forwarded to our MP Maya Ellis who has requested that she is kept informed of any developments. 2) Boer War Memorial – Chair questioned whether this Memorial should be cleaned but after discussion it was agreed nothing should be done at present. 3) Tolkien Trail – no response as yet. Clerk will revisit the issue with the Tourism Department Manager at RVBC. 4) Bayley Field incident – after residents commented/complained about some cars using the Bayley Field improperly the Clerk was asked to contact the Chair of HGMH committee by letter to ask that in future more control is exercised over access and use of the field by motor vehicles and to update the risk assessments accordingly. 5) Common Land areas throughout the village: Cllr Hepworth had queried what parcels of land were specifically owned or were the responsibility of the Parish Council to maintain. Cllr Bland said he would look into the matter as he had relevant information on file. 6) Football posts for Bayley Field. The current posts and nets are now very damaged and need to be replaced. The Clerk is in contact with Barry Bolton of HG Football Club who is advising on what posts would be suitable for the field going forward. Clerk will then obtain quotations from three companies. 7) Park Play – it was agreed to renew their agreement for use of the Bayley Field for a further six months. The meeting closed at 8.15 pm.
11	Future Meeting dates 2026 - 20 July, 17 August, 21 September, 19 October, 16 November, no meeting in December. 2027 – 18 January, 15 February, 15 March (up to financial year end 26-27).