



# Parish Council of Up Holland

David Hughes  
Clerk to the Council

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2 November 2016

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Dear Councillor,

You are summoned to attend the next meeting of the **Parish Council** to be held on **Tuesday 8 November 2016 at 7.30pm** in the **Community Meeting Room, Up Holland Library, Hall Green.**

Yours faithfully

David Hughes  
Clerk to the Council

To: The Chairman and Members of the Parish Council

Copies for information to:

County and Borough Councillors for Up Holland and Wrightington Wards; R Cooper MP; Up Holland Library; Skelmersdale Advertiser; Skelmersdale Champion; Lancashire Constabulary (2); West Lancashire CVS; Parish Council notice boards (5)

**Note: From 7.15pm to 7.30pm there will be 15 minutes for public participation**

continued

## AGENDA

### **Part 1 - (Formal and Ordinary Business)**

1. Apologies
2. Declarations of Interest and Requests for Dispensations
3. To Receive and Confirm Minutes of the meeting of the Parish Council held on 13 September 2016 (attached)
4. Matters Arising from the Minutes not otherwise included on the Agenda  
- Information item - Clerk to provide update where available
5. Ward Reports
6. Crime and Disorder Act
7. Planning Matters:
  - (a) General - to consider applications notified previously to councillors including:
    - (i) Application 2016/0863/FUL - 32a Parliament Street - conversions and extensions. New vehicular/pedestrian access
    - (ii) Application 2016/0881/FUL - Brooklands, 30 Parliament Street - retention of retaining wall etc
    - (iii) Application 2016/0882/FUL - 11 Hall Green - demolition of existing house and construction of 2 no. 3-bedroom bungalows
  - (b) Appeals
  - (c) Enforcement Action (if any)
8. Correspondence
  - (a) Items for consideration
    - (i)
  - (b) Items for information (schedule to be tabled)
9. Minutes of Committees, etc
  - Finance Committee held on 11 October 2016 (attached)
  - Bowling Green Contract Holders meeting held on 18 October 2016 (attached)
  - Community Liaison Committee held on 25 October 2016 (attached)
10. Consideration of items referred from Committees, etc
11. Borough and County Councillors' Reports
12. Reports from Representatives on, or meetings with, Outside Bodies
13. LALC matters
  - (a) - Consultation on Government proposal for Council Tax Referendums for Parish Councils. (copy of SLCC newsletter "Referendum Principles for English Parishes" and NALC/LALC pro-forma letter to MP's attached)
14. Finance:
  - (a) Payment of Accounts (schedule to be tabled)

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- (b) Section 106 Money - development to rear of 32 Parliament Street, Up Holland  
 - Proposal as to whether this money could be used to introduce a management plan for the west side of Parliament Street including the replacement of the Cunnary Steps. This matter was discussed at the Conservation Advisory Panel recently and the land was identified as being owned by the Borough Council.
15. Audit - Annual Return for the Year Ended 31 March 2016  
 - To note report of External Auditor. (copy of External Auditor Certificate attached)
16. Provision of Goods and Services  
 (a) Bowling Green maintenance contract - renewal 2017 - quotation from Baileys Landscapes (attached)
17. Up Holland Library and Community Meeting Room - update on application to Lancashire County Council for transfer of asset to Parish Council.  
 - Chairman to report on meeting with Asset Transfer Team
18. Ward Vacancies

**Part II (which the Council may wish to consider as “Private Matters”)**

**Exclusion of Press and Public**

It is recommended that members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and as, in all circumstances of the case the public interest in maintaining the exemption under Section 12A outweighs the public interest in disclosing the information. The nature of the exempt information and the relevant exemption paragraph is shown in brackets after the agenda item.

**Please Note:**

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|----------------------------|--|
| 2 January 2017<br>(Monday) | Bank Holiday   |
| 10 January 2017<br>(Tues)  | Parish Council - 7.30pm                                  |
| 24 January 2017<br>(Tues)  | Finance Committee - 7.30pm                               |
| 14 February 2017<br>(Tues) | Special Parish Council Meeting (to set Precept) - 7.30pm |