



# Parish Council of Up Holland

David Hughes  
Clerk to the Council

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6 September 2017

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Dear Councillor,

You are summoned to attend the next meeting of the **Parish Council** to be held on **Tuesday 12 September 2017 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
3. To Receive and Confirm Minutes of the meeting of the Parish Council held on 11 July 2017 (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:  
  

2017/0687/FUL - Lawns Farm, 40 Lawns Avenue, Tontine - Conversion / change of use of existing previous vacant workshop building and redundant barn into 4 number residential dwellings including part additional first floors, roof lights, roof replacement, windows throughout and amenity space including access and parking provision.

2017/0822/FUL - Brookside, 30 Parliament Street, Up Holland - Retention of retaining wall with amendments
  - (b) Appeals
  - (c) Enforcement Action (if any)
8. Correspondence
  - (a) Items for consideration (copies attached)
  - (b) Items for information (schedule to be tabled)
9. Minutes of Committees, etc  
- Finance Committee held 25 July 2017 - attached
10. Consideration of items referred from Finance Committees:  
Minute 5 - Fees and charges review - recommendation  
Minute 6 - Internal audit review - recommendation  
Minute 7 - Insurance Policy review - recommendation  
Minute 8 - Risk Assessment review - recommendation  
Minute 9 - Parish Lengthsman - Review of Contract - recommendation
11. Borough and County Councillors' Reports
12. Reports from Representatives on, or meetings with, Outside Bodies
13. LALC matters
14. Finance:
  - (a) Payment of Accounts (schedule to be tabled)

continued .....

15. Audit - Annual Return for the Year Ended 31 March 2017  
- To note report of External Auditor. (copy attached)
16. Provision of Goods and Services
17. Up Holland Library and Community Meeting Room  
- The Chairman to report on latest position on proposed closure and the meeting held with County Councillor Peter Buckley, Lancashire County Council Cabinet Member for Community and Cultural Services regarding Parish Council's detailed application to take over this community asset
18. Ward Vacancies -  
Clerk to notify vacancy for Crawford Ward and of existing vacancies for Chequer Lane Ward (1) and Newgate Ward (2)

**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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|-----------------------|---|
| 10 October<br>(Tues)  | Finance Committee - 7.30pm                                    |
| 17 October<br>(Tues)  | Annual Meeting of Bowling Green Contract Holders – 7.30pm     |
| 24 October<br>(Tues)  | Community Liaison Committee – 7.30pm                          |
| 14 November<br>(Tues) | Parish Council - 7.30pm (note: public participation – 7.15pm) |