

Dalton Parish Council

Clerk: Mrs Elizabeth-Anne Broad JP, LLB (Hons), MA, CiLCA
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The Minutes of the meeting of the Parish Council held at 7.00 pm on Monday 14th July 2025 at Dalton St Michael's School, Higher Lane, Dalton, WN8 7RP.

Present: Cllr Louise Howard (Chairman), Cllr Iain Pearce (Vice-Chairman), Cllr Chris Murphy, Cllr Toni Newman, Cllr Gill Rainford. Four members of the public.

MINUTES

1. To receive declarations of interest

None declared

2. Public Participation: Any item raised by a member of the public will be discussed at this point.

Organisers of a plan to erect a War Memorial in Parbold attended to explain their project. There is a request for a contribution to the funding of this project which will be listed on a future agenda for discussion.

Residents complain that motorbikes and quads are accessing their fields over the Wigan Council owned land around Ashurst Beacon. Can Wigan Council be asked to secure their entrances and repair the fencing around the site?

Residents are also concerned that a protected tree was taken down on Higher Lane. The Clerk confirmed that WLBC Arboriculturalist had been informed but had sanctioned the removal as the tree was diseased. However, residents continue to complain that they were not informed in the way that normally happens when a protected tree is to be removed, so what exactly is the process now? It is merely a matter of ensuring everyone is subject to the same rules.

The Parish Council is asked to maintain a data base of road traffic accidents and near-misses, so that when planning applications are considered and LCC Highways and Police report no incidents at this site, there is evidence to counter-act this. The Parish Council previously determined that this task is not within their remit, the information cannot be verified and there are no staff to undertake the task. The resident asked that the Minutes record an accident opposite Dugdale, last week, resulting in a lamppost being down and a car bumper left beside it, an incident at the roundabout, where there was no actual hit but a near-miss, and eighteen months ago a car went through the hedge at Mount Farm and a car was upside down there.

The Clerk pointed out that the Parish Council Minutes are to record decisions of the councillors, not a verbatim report. Matters raised in public participation need not be recorded at all.

3. To ratify as a correct record the Minutes of the meeting held 12th May 2025

The Minutes were accepted as a correct record of the meeting and duly signed by the Chairman.

4. Accounts for ratification and payment and conclusion of audit to include:

ICO	210525	Data Protection fee	06	£47.00
E A Broad	270525	Clerk's salary	07	£309.82
Unity Trust	310535	Service charge	08	£6.00
Michael Rigby	060625	Gate repairs	09	£190.00
Zurich Municipal	060625	Insurance renewal	10	£214.00
Michael Rigby	060625	Grass cutting	11	£50.00
Purple Umbrella	110625	Internal audit fee	12	£50.00
Bernard Keyworth	110625	Repair to signs	13	£135.00
E A Broad	270625	Clerk's salary	14	£309.82
HMRC	270625	Tax for three months	15	£214.11
Unity Trust	300625	Service charge	16	£6.00
Online Design		website costs	17	£162.50*

*contains VAT

Receipts in May/June 2025:

WLBC	040625	NCIL	£4,507.00
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The accounts were ratified and authorised for payment.

Bank balance as at 14th July 2025

Current Account	£ 1,659.96
Reserve Account	£ 6,031.94
Total	£ 7,691.90

• Receipt of Internal Auditor's Report

To: Chairman and Councillors
Dalton Parish Council

INTERNAL AUDIT REPORT 2024-25

An internal audit was undertaken following examination of the accounts and minutes as presented by Mrs E Broad, Clerk to the Council and RFO.

It was found that the processes in place show an excellent standard of internal control. Sample checks of income, expenditure and bank statements were carried out and the audit trail was found to be in order. The cashbook is maintained and balanced on a regular basis and the Standing Orders, Financial Regulations and Risk Assessment Register have all been reviewed during the year. In addition, the previous year's recommendation regarding the Parish Council complying with the requirements of the Transparency Code and confirmation of the Clerk's salary have been met.

Invoice Sample

A sample of eight invoices was chosen and the invoices in the file were checked against the payment spread sheet, relevant minutes and the bank statements. All were found to be in order.

Bank Reconciliations

Bank reconciliations were found to undertaken on a regular basis, with bank balances regularly reported as part of the Parish Council minutes.

Payment of Salary

The sample chosen for payments to the Clerk were all found to be in order. A letter has been provided from the Parish Council to confirm the payment scale for the Clerk and any other payments included as part of her employment. NI and Tax payments were found to be in order.

Assets

The Assets Register was found to be in order with additions correctly added during the year to reflect the purchase of a finger post and a Parish map. A check against the insurance cover currently in place confirmed that all assets are adequately insured.

Sandra Jones. CiLCA
22 May 2025

- **Review of First Quarter accounts**

A full bank reconciliation and spreadsheets of income and expenditure were made available for discussion. There were no areas of concern raised. The Internal Report recommendations were accepted and invoices will be numbered hereafter, for reference.

- **Consider projects for Neighbourhood Community Infrastructure Levy**

It was resolved to consult residents for ideas of projects, remembering that the funding has to be spent on something, the need for which arises from the new development. Ordinarily this is within the parish, so the Clerk was asked to enquire of the NCIL Officer at WLBC if a contribution toward the War Memorial in the neighbouring parish might be within the rules or not. £190 of the NCIL was ascribed to repairing the vehicle barrier near the property.

5. To record any police issues

29th June 2025 – quads and motorbikes across the fields – police notified. This continues to be a problem.

6. Any update on Ashurst Beacon Point

It was understood that discussion continues between Wigan and West Lancashire Borough Council.

7. To record any highway or public rights of way issues, including

- **Dungeon Lane, close to junction with Higher Lane**

Surface water issue. LCC LA1153887 to be completed by end of July 2025

- **Lees Lane, west of drive to Blackbirds Farm**

Blocked water gully. Latest LCC Reference is CF1609 (03/06/2025) to be completed by end of September 2025.

- **Lees Lane, east of Prescott Lodge**

Blocked gully, road erosion, verge collapse. LCC Reference is CF1610 to be completed by end of September 2025.

- **Lees Lane, between Holland House and Lower House Farm**

Side of road collapsed into ditch and blocked the gully. LCC Reference CF1611 (03/06/2025) to be completed by end of September 2025.

- **Lees Lane, opposite Lower House Farm**

Side of road collapsed into gully. LCC Reference CF1612 (03/06/2025) to be completed by end of September 2025.

- **Lees Lane, east of Lower House Farm**

Side of road collapsed into gully. LCC Reference CF1613 (03/06/2025) to be completed by end of September 2025.

- **Hillock Lane/Lees Lane**

HGV's turning here are causing road erosion and getting stuck on the tight junction. LCC Reference: CF1164 Love Clean Streets reference: 4811500 (30/06/2025). Requested that width restriction signage be replaced as it has faded. To be completed by end of July 2025.

- **Higher Lane, between Oakwood and Ivy Cottage**

Carriageway flooding and blocked ditch. LCC note problem but it is due to tree debris in the ditch which is private land so they are not able to intervene. Electricity Northwest cut roadside trees down and are believed to have put the cuttings in the ditch.

- **Japanese Knotweed on Dungeon Lane**

Some has been treated on Dungeon Lane but there is now some along Higher Lane. Reported on Love, Clean Streets app.

- **Himalayan Balsam on roadside verges**

This continues to be a problem.

The damaged bridge on Footpath PROW FP080729 (Report It Reference Number 4725616) has been temporarily repaired.

With regard to road traffic issues the following were discussed:

15th July 2023 – 17-year-old driver, arrested for causing serious injury by careless/inconsiderate driving. After midnight, car left the road and collided with a tree. Passenger suffered serious injury.

16th June 2024 - Upside down car Higher Lane, hit the tree.

30th August 2024 – really large lorry took all the branches off trees (diversion from M6 closure).

11th July 2025 – Car accident – two vehicle collision, wing mirrors gone, section of Higher Lane between Hillock Lane and Dungeon Lane.

On or around 13th July 2025 – hit lamp post – damaged. Higher Lane roundabout near Dovedale.

8. To consider any planning issues or applications including

- **Empty Public Houses: Prince William and The Beacon Inn**

Application Number: 2025/0536/LDP

Location: Paynton, Higher Lane, WN8 7RP

Proposal: Construction of a single storey detached double garage at an existing dwelling house.

Decided – Permitted development

Application Number: 2025/0474/FUL

Location: Viewlands, Hillock Lane, WN8 7RJ

Proposal: Demolition of existing dwelling and erection of replacement dwelling. Partial demolition of garage and alterations.

Parish Council Response:

Dalton Parish Council has no objection to the demolition/replacement of the property, providing all the criteria for development in the greenbelt have been met. However, we would

ask that the section within the Dalton Village Design Statement (SPG) on replacement dwellings (page 16), be taken into account

Blackbirds Farm:

WLBC Enforcement Team have been asked (response awaited) with regard to developments at Blackbirds Farm and the outstanding enforcement Reference: CS0193698; conversion of garages to accommodation.

There was no information available on the two empty public houses.

There being no further business, the Chairman closed the meeting at 8.30 pm.

***Cllr Louise Howard
Chairman***

10th October 2025