

ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 15th April 2019
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Members Present:

Mayor T Summers

Councillors A Evans, C Hart, J Molyneaux, K O'Donnell, A Robinson, B Speers

In Attendance: L Crouch (Clerk)

1 Open Forum None

2 Apologies for Absence were received from Cllr Ball who was working, Cllr Walkden who had a prior engagement, Cllr Lowe who was away, Cllr Wilson and Cllr F Molyneaux and accepted by the Council.

3 Minutes of the Meeting held on Monday 18th March 2019 were accepted as a true record and signed by the Mayor.

3.1 Matters Arising None

4 Declarations of Interest Cllr Molyneaux declared an interest in item 6 as she is a member of the Chorley Council Development Control committee.

5 Finance

5.1 It was resolved to approve the statement of accounts and budget review for March 2019 and the year end Balance Sheet and Income & Expenditure reports for 2018/19. It was noted that £4.29 has been allocated from the "Contingency" budget to cover the increased entry fee for the Lancashire Best Kept Village Competition.

5.2 It was resolved that the Town Council meets the definition of an Exempt Authority with financial transactions for the purposes of the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2019 and should therefore complete and submit the AGAR part 2 form to the external auditor PKF Littlejohn. It was agreed that the Responsible Financial Officer and new Mayor should sign the Certificate of Exemption confirming this at the next full meeting of the Council.

5.3 It was resolved to defer a decision on whether to continue membership of the Lancashire and National Association of Local Councils until the next meeting as the charges for this year are high and represent a 34% increase on last year's figure. The Clerk will look at other support options and speak to other Clerks. The Council will discuss whether this represents value for money at the next meeting.

5.4 It was agreed that £60 is an appropriate charge for the internal audit

5.5 It was agreed to purchase materials up to the value of £75 for the refurbishment of the Town Council notice boards located on Railway Road. This will include red paint, linseed oil and replacement lettering. The possibility of magnetic backing for one of the the boards will also be investigated. Cllr Speers and her husband have volunteered to undertake the work.

5.6 It was agreed that £900 should be added to the CIL spending budget to allow the additional £884.68 received in April to be spent on any appropriate projects during the current financial year.

5.7 It was resolved to approve the following payments, and to authorise the transfer of £5000 from the RBS savings account to the current account to cover these:

	Salary	
L Crouch		
Orange	Phone charges 24/03/19 to 23/04/19	£9.74
Adlington & District In Bloom	Community Award – planter sponsorship	£300.00
Adlington Luncheon Club	Community Award – coach trip	£200.00
Rivington & Adlington Brass Band	Community award – new uniform jackets & ties	£600.00
Adlington Carnival	Community Award – R & A band attendance	£400.00
Print Quarter	Printing 3000 copies of the Spring Update newsletter	£215.69

6 Planning**6.1 New or Amended Applications for consideration****LCC/2019/0015 and 19/00241/CTY LAND SOUTH OF HARRISON FARM, OLD SCHOOL LANE**

INSTALLATION OF 3 CONTROL KIOSKS, PRESSURE BALANCE STACK, GROUND REPROFILING AND ACCESS TRACK. THESE WORKS ARE REQUIRED IN CONNECTION WITH PERMITTED DEVELOPMENT WORKS WHICH WILL INCLUDE THE INSTALLATION OF A NEW STORM WATER DETENTION TANK AS PART OF A SCHEME TO ADDRESS WATER QUALITY DRIVERS ASSOCIATED WITH RIVER DOUGLAS.

It was resolved that the Council accepts the need for the facility but is concerned by the proposed loss of mature trees and hedgerows. It was resolved to contact LCC to ask that there is ongoing management of the site to ensure that replacement trees and hedges thrive, and that measures are taken to retain the integrity of the bat corridor across the site. It was also resolved to request that the movement of construction vehicles is managed and restricted to reduce the inconvenience to residents particularly at school drop-off and pick-up times and on Sundays, and that the proposals are mindful of the often narrow access along the Park Road route.

6.2 Other Applications to be left for neighbours' comments. It was resolved to leave the following applications for neighbours to comment: **19/00193/FULHH 47 Castle Drive** Single storey extension to front elevation, **19/00255/FULHH 42 Westhoughton Road** Single storey rear and side extension and **19/00218/FULHH 34 Daisy Hill Drive** Two storey side extension.

7 Items for Discussion

- 7.1 Cllr O'Donnell and Cllr Speers have been looking at the traffic management requirements and risk assessments for Remembrance Sunday. It was resolved that Cllr Hart will check with the Police that they are definitely unable to manage the traffic at this year's event before alternative plans are made. It was resolved that the Town Council would like the parade to march both ways rather than only from the Church to the Community Centre as suggested at the last joint organisations meeting. It was agreed that if this is to continue as a joint event between the Parishes the split of charges will need to be reviewed by the new Remembrance Sunday group.
- 7.2 Provisional dates for the next year of meetings were circulated. The Clerk will circulate these before the Annual Meetings so that any problems can be discussed then
- 7.3 It was resolved to contact Chorley Council regarding the reported damage to the Jubilee Recreation Ground boundary wall at the side bordering the canal, with pictures if possible.
- 7.4 It was noted that Cllr O'Donnell has joined the Lancashire Flood Action Group, an online forum. This will be added to the list of Outside Bodies on which the Council is represented at the Annual Council Meeting
- 7.5 It was resolved to support a request for a skip for residents' use based on the information received from Bernie Hegarty, as the skip would need only to be in situ for a few hours. Cllr Lowe has agreed to be the main contact for this. It was resolved that the timings would need to be agreed between Cllr Lowe and Cllr Walkden so that they can co-ordinate this with the the Mayor's planned monthly litter pick events and recruit volunteers to man the skip. Cllr Speers offered to write the Risk Assessment and produce promotional posters once the date has been set. The Clerk will check that this is covered in the Council's Public Liability insurance.
- 7.6 There were no other matters which the Mayor considered urgent

8 Items for Information

- 8.1 The Spring Update has now been printed. A list of streets for delivery was circulated.
- 8.2 The first stage of the asbestos debris clear-up is now complete apart from at 12 properties which the contractors were unable to access despite repeated attempts. A new area requiring attention has been identified but this should be completed within the next two weeks
- 8.3 It was reported at the recent Chorley Liaison meeting that the new Code of Conduct has been adopted by Chorley Council and that a link to this is available on the website. The Clerk will check and circulate the link.
The meeting closed at 8.35pm

APPENDIX – Revised Budget amounts 2019/20

	Budget 2019/20	
Mayor's Allowance	750	
Clerk's Salary	6000	
Administrative & Telephone Costs	400	
Training Costs	250	
Insurance	500	
Audit	300	
Mayor's Inauguration	150	
Civic Sunday	400	
Remembrance Sunday	500	
Carol Service	500	
Streetscene Enhancement – hanging baskets	4000	
Streetscene Enhancement – planters	275	
Streetscene Enhancement – furniture	2000	
AEDs	300	
RBL Wreath	25	
Subscriptions	650	
Newsletter – Printing & Production	1000	
Newsletter - Distribution	600	
Community Awards Scheme	2000	
Community Asset & Service Support	4000	
Other Projects & Contingencies	1000	
Election Expenses	1000	
Room Hire	300	
CIL Expenditure	2600	<i>Increased from 1700 agreed in Nov 2018</i>
TOTAL	£29500	