

ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 16th March 2020
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Members Present:

Councillors: Mayor Cllr P Walkden, and Cllrs A Ball, C Hart, J Lowe, J Molyneaux, K O'Donnell, K Snape and P Wilson.

In Attendance: Christine Bailey (Clerk).

1 Open Forum

There were no attendees for the Open Forum.

2 Apologies for Absence were received from Cllrs A Robinson and N Buckley due to work commitments and Cllrs B Speers and T Summers due to social distancing considerations. These were accepted by the Council.**3 Minutes of the Meeting** held on Monday 17th February 2020 were accepted as a true record and were signed by the Mayor.**3.1 Matters Arising** The Clerk reported that:

- Chorley Council has concluded in line with The Kennel Club advice that dog only zones are not appropriate in public parks in the UK as the areas enclosed are usually small, they place a lot of restrictions on dogs, and are not beneficial for dog owners. On this basis, Chorley Council will not introduce dog only zones within its parks across the District. This advice will be published with the Minutes so it can be read in full.
- LCC has responded to a resident's concern about congestion from on-street parking and danger to pedestrians in Chapel Street area. LCC says that unmarked junctions require driver caution. No accidents have been reported within the last 5 years at junction of Chapel Street with Marlow Court and Grafton Street. The junction is operating satisfactorily in terms of road safety. LCC is not able to consider installing white lines.
- LCC continues to say that if parking contravenes the Highway Code it is to be reported to the police on the non-emergency 101 number for them to take enforcement action, possibly to remove the vehicle.
- Response to Light Adlington 2020 shop and business consultation: three responses have been received expressing interest. One owner said they would get back with ideas. Some ideas were expressed to the Clerk. Cllr Speers considers interest in this type initiative might build over time. Cllr Speers is in favour of costing robust brackets and small trees for the next meeting. Cllr Speers will price the brackets.
- The CiCLA Clerks Training course is postponed due to the corona virus. It will be rescheduled later in 2020.
- The Spring 2020 Update Newsletter is being delivered by the Adlington Scout Group. Cllr Speers was thanked for the attractive style and informative content of this edition. The Clerk reported that one household in the small Cul-de sac serving nos 2-14 Grove Farm Drive said the 'No-through Road' sign has not made any impact on reducing the number of vehicles which enter this road. Instead residents in these homes are asking for a sign to state their Cul-de-sac gives access to their homes only due to the damage caused by some vehicles turning around using the paving within the curtilage of their homes.

4 Declarations of Interest Cllr Jeanette Lowe declared an interest in item 5.3 and Cllr June Molyneaux declared an interest in item 6.2**5 Finance****5.1** It was resolved to approve the recommendations of the Finance Working Group held on Wednesday 11 March 2020 as follows that:

- The five Community Awards would total of £2,450 as follows: £200 to Adlington in Bloom to plant and maintain three planters; £200 to Adlington Luncheon Club towards a coach trip for between 35-40 pensioners; £800 towards camping equipment for girls between 5-10 years and their leaders; £750 towards the cost of hard wearing, non-slip replacement flooring in the Hut for Adlington Scout Group; and the Town Council will order and pay for two plaques to add the names of three soldiers and the Land Girl to Adlington War Memorial within a maximum budget of £500 as requested by Adlington and District Heritage Society. See item 7.3 below.
- The changes to the Asset Register for 20/21 were approved: the deletion of the WW1 Memorial plaque and frame at a value of £75; the addition of the Silent Soldier silhouette at £250 and the 'High Vis' jackets at £50; the retention of four planters, with three covered by insurance; the updating of the insurance values in line with the 20/21 renewal schedule and the updating of the General Risk Assessment Register by Cllr Speers and to include reference to 'data loss'.
- The insurance policy be renewed for 12 months with Zurich Municipal in line with the updated 20/21 Asset Register, the General Risk Assessment Register and subsequent advice from the Insurers that as a living item the tree has no insurance value and that the minimum excess of £100 is higher than the value of items at £50 or below, so these are not worth insuring but should be listed on the Asset Register.
- The year-end financial controls will remain unchanged. APL Ltd Chorley has been appointed to conduct the independent review of financial control procedures at the 19/20 year end.
- In line with the 20/21 budget, the Town Council's contribution towards Chorley Council's proposed Lighting of the War Memorial and any additional enhancements towards the Light Adlington 2020 initiative will both be met from the 2020/21 Street Scene - Community budget, estimated respectively at up to £1,500 and £1,000, to which will be added monies received from the LCC Champions Grant 20/21 application.
- The Town Council will continue to bank with RBS given local access via the Nat West Bank branch in Chorley.

5.1 It was resolved to approve the statement of accounts and the budget review for February 2020.

5.2 It was resolved to approve the payment of the following accounts:

C Bailey	Salary March 2020	
C Bailey	Q4 PAYE due to HMRC on Clerk's salary	
C Bailey	Mileage – miles @0.45ppm in February 2020	£9.90
Lancashire Best Kept Village	Competition Entry – (Lower and Higher Adlington)	£60.00
Zurich Municipal	Insurance renewal premium	£488.67
EE	Phone charges, with VAT	£9.49
Jeanette Lowe	Spring flowering plants	£42.16
The Print Quarter	Print 3,100 copies, Spring 2020 Update Newsletter	£330.00
Adlington Scouts	Delivery of Spring 2020 Update Newsletter	£250.00

6 Planning

6.1 New Applications for consideration:

None

6.2 It was resolved to leave these applications for neighbours' comments:

20/00220/MNMA: 26, The Common, Adlington, PR7 4DR: Minor non-material amendment to planning permission 18/01090/FULHH (Erection of detached garage/outbuilding following demolition of an existing garage) involving a reduction in the size and scale of the garage.

20/00211/FULHH Adlington Hall Lodge, The Common Adlington PR7 4DT: Erection of detached garage 20/00188/FULHH: 38, Castle Drive Adlington PR7 4EA : Single storey side extension

7 Items Discussed

7.1 It was agreed that a litter pick would be deferred and possibly delivered through the Adlington in Bloom litter pick arranged in June prior to the Lancashire Best Kept Village Competition (LBKVC) judging. Since the meeting it has been noted that the national Keep Britain Tidy Spring Clean campaign has been postponed to 11-27 September 2020.

7.2 This year's entries for the LBKVC from the Streetscene Working Group meeting held on 2 March 2020 were agreed. Cllr Lowe will submit them to LBKVC before 31 March 2020 deadline.

7.3 Adlington and District Heritage Society has asked the Town Council to recognise Elsie Rawlinson's contribution during WW2 as a Land Girl and to add the names of four men identified by Stewart Clewlow through recent research as having been omitted from the War Memorial. The Town Council agreed in principle to two plaques of appropriate size and style being displayed to be paid for from the Community Award application budget approved in 5.1 above; to obtain indicative costs and designs in keeping with the existing plaques; for the positioning to be agreed on site; and with Listed Building Consent being obtained if required. Cllr Jeanette Lowe will be involved in discussion on site.

7.4 It was resolved that the current project specification and the options and costs for the proposed enhancement of the lighting of Adlington War Memorial be discussed with Chorley Council; that Chorley Council be asked if planning and/or Listed Building Consent will be required; and that the project be progressed jointly. Cllr Peter Wilson said he would follow these issues up with the Lead Officer involved. Cllr Bev Speers has said she would like to be involved in any discussion of the options.

7.5 It was resolved that a date for planning meeting for the 2020 Remembrance Service event would be deferred.

7.6 The Town Council considered nominations for the role of Deputy Mayor 2020/21 at the meeting. Cllr Kevin O'Donnell was proposed. He said that he was willing to accept the nomination and thanked attendees.

7.7 For the time being, it was resolved to defer the catering arrangements for the Annual meeting and this year's Mayor's Inauguration, to monitor the situation and to defer a decision on appropriate action for the time being.

7.8 The Neighbourhood Watch and related advice to protect the isolated and vulnerable during the Covid 19 Outbreak were noted as was the written advice and the on-line 'I can help' card circulated by Cllr Bev Speers. It was agreed that the Town Council's role should be to sign post people to available support networks. The offer from Cllr Speers to update the Town Council's Facebook and Twitter page was accepted. It was agreed this should be to provide advice, to facilitate local support networks, and to encourage online contact in appropriate and safe ways. Cllr June Molyneaux said the Friendship Group has suspended its meetings for the time being. It was noted that some people are not online. We need to remind people who are online of this to make sure that no-one is left isolated and without the help or support that they require.

7.9 LALC's draft policy and guidance for erecting bunting above the highway were noted. It was suggested that the organisers of Adlington Carnival might be better placed to comment on the draft policy.

7.10 Several Councillors said they had tried to respond using the national online questionnaire as requested by the Lancashire Constabulary. However the national survey is not designed for comments to be made. Cllr Speers commented that she believes the local Police service is aware of the type of support that is required but the resources and financial constraints are inadequate to deliver it.

7.11 The Mayor agreed to three additional items of urgent business as follows:

An email expressing concerns from a resident about the proposed improvements to the footpath at Huyton Terrace. Cllr Kim Snape explained the background, the current concerns and the outstanding issues from her involvement as a Councillor for Lancashire County Council. It was agreed that the Town Council would support this resident in her concerns. Cllr Snape said she would ask LCC to progress this matter as soon as practical.

7.11
(cont.
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- Due to the growing restrictions on social interaction and for people to gather, Cllr Bev Speers' suggestion to conduct the Town Council's meetings by a mix of written reports, email and through telephone conferencing where an exchange of views is required was discussed. Telephone conferencing would have to be disciplined and the discussion structured, lead and managed as only one person can speak at a time to ensure everyone can hear. The Clerk reported on the anticipated price per minute call costs depending whether landline or mobile phones are used. Landline is significantly cheaper and might offer a better quality sound. The Council would have to decide whether call costs would be reimbursed. It was agreed to cancel the Monday 20 April face to face meeting. The business will be dealt with by email as far as possible with the option of a telephone conference call for essential items only.
- The Clerk reported receipt of a request from Freestyle Urban Soccer CIC to be considered as a late applicant for a Community Award 2020. The organisation provides ad hoc street soccer and skate park sessions that have been taking place on the Jubilee Park Recreation Ground over the last 10 years. The organisation requested a £250 contribution per annum towards its work with young people in Adlington which would act as a match funding contribution towards a three year National Lottery grant application. The opportunity to apply was advertise over a three month period. The annual 20/21 budget has been allocated. The Town Council wished the organisation every success but it would have apply for funding in the 21/22 application process.

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Items for Information

8.1

It was noted that the Spring 2020 edition of the Update Newsletter invites nominations for the 2020 Citizen Award and Young Citizen Awards by 18 April 2020. The names of three former Town Councillors were proposed for consideration due to their long service, their commitment during their service to the Town Council, or both.

The meeting closed at 8.08pm.