

ADLINGTON TOWN COUNCIL

Minutes of the meeting held on Monday, 6 December 2021

Held at Adlington Library, Railway Road at 7.15pm

Present:

Councillors: Cllrs K O'Donnell (Town Mayor), B Speers (Deputy Mayor), J Lowe, J Molyneaux (from 7.45pm), K Snape (from 7.45pm), N Buckley, P Walkden, and S Clewlow and Christine Bailey (Clerk)

1. **Open Forum:** No members of the public were in attendance. The two concerns that had been identified were discussed by the Town Council as items 5.1 and 5.2.
2. **Apologies for Absence:** Cllr A. Robinson was working and gave his apologies to the meeting.
3. **Minutes of the Meeting of Monday 15 November 2021:** The draft Minutes were proposed and seconded for approval and were signed by the Town Mayor.
- 3.1 **Matters Arising:**
 - 3.1.1 Lancashire County Council has said that the wooden fencing on Railway Road is inspected weekly and that the repairs will be completed within the financial year.
4. **Declarations of Interest:** Cllr Molyneaux for planning item 6.1, Cllr Lowe item 7.4 and the Clerk for items 7.2, 7.3 and 7.4.
5. **Items for Discussion**
 - 5.1 The Town Council agreed with the concerns that had been forwarded to it by Mr Ian Pilkington and Mr Richard Houghton about the implications of the current reduced off peak stopping service continuing until the proposed timetable changes are introduced from December 2022 subject to the outcome of the public consultation. The Town Mayor said he was grateful for the comments that had been submitted and that he would draw together text for the Town Council to agree and to submit to the public consultation by 31 December 2021.
 - 5.2 The Town Council noted the resident's concerns and the initial reply from Chorley Council. It was agreed that the Town Council will ask Chorley Council to consider a community engagement exercise to assess the need for and to explore the public response to footlights to paths in Jubilee Recreation Ground.
 - 5.3 The two applications received in response to the advertised vacancies for Town Councillors were discussed. It was agreed to offer both applicants the opportunity to be co-opted onto the Town Council. The Town Mayor said he would welcome both candidates.
 - 5.4 The Town Mayor thanked the Deputy Mayor for the pulling together of the ideas and a series of actions for the proposed Adlington and District Queen's Platinum Jubilee (QPJ) trail. Adlington Community Centre will be booked for Saturday 4 June 2022. Fairview Community Centre can be made available as required. Times for community initiated activities to finish will need to be agreed.
 - 5.5 It was agreed that a draft timetable for the production and delivery of the spring and summer issues of the Update Newsletter should be discussed with Adlington Scout Group so that in-advance information and the actual QPJ Trail programme can be included.
Cllrs Molyneaux and Snape joined the meeting.
 - 5.6 The appropriateness of hosting the Carol Concert was discussed given the current concerns about virus spread. The Community Centre is spacious and well ventilated. All Government guidelines will be in operation at the Centre. It was agreed to proceed.
 - 5.7 The update from Cllr Clewlow on the timing of the proposed connection of the underground electricity supply to the War Memorial was noted.
 - 5.8 The Town Council thanked Cllr Buckley for designing the Town Council's Christmas card which the Clerk or individual Councillors can send out on behalf of the Town Council.
 - 5.9 At the Town Mayor's request the Town Council discussed:
 - 5.9.1 The recent fly-tipping on land to the rear of Pincroft and below Huyton Terrace and noted the action that had been taken. Some building materials were on land within Network Rail's responsibility. Cllr Molyneaux said that if Chorley Council is notified it will ensure the appropriate actions are taken.

- 5.9.2 The crack in the Market Place noticeboard perspex which has been temporarily taped up to keep water out. The Clerk will explore options to get the perspex replaced.
- 5.9.3 The temporary closure of Park Road, The Common and Castle Drive for patch surface dressing without adequate and sufficiently widespread systematic notification was discussed. The Ward Councillors had not been notified either which suggested the work was proposed at short notice. The temporary roadwork had led to significant disruption to local traffic which had made the work more difficult to complete. It was agreed the Town Council would inform LCC of the problems created.

6 Planning

- 6.1 There were no applications for the Town Council or neighbours to comment on.

7. Finance

- 7.1 The statement of accounts and budget review for 30 November 2021 were approved and were signed by the Town Mayor.
- 7.2 The Town Council reviewed the draft budget for 2022/23 to increase the allocation for the Clerk's salary by £1,000, to reduce the proposed ICT budget by £300 to £800 and to increase the distribution cost of the Newsletter by £250 to give flexibility. The proposed draft budget for the Town Council for 2022/23 was agreed at £38,825. The precept will be retained at £19k
- 7.3 The Town Council agreed to accept the Independent Auditor's advice to pay the agreed additional hours accrued in years 1 and 2 by the Clerk as four monthly instalments from December 21 to March 2022.
- 7.4 Payment of the following accounts was agreed:

Clerk	Net cost of administration and financial management for December 21 backdated to 1 November 2021 for the salary scale increment and based on 10 hours per week and instalment 1 of 4 monthly back payments from December 21 – March 22 as per item 7.3	£871.96
Clerk	Mileage: 25 miles @ 0.45ppm in November 2021	£11.25
HMRC	Q3 PAYE on Council's administration costs once calculated and due for payment by 19 January 2022	£144.54
EE	ATC Clerk's mobile invoice dated 16 December 2021	£9.80
Reimburse Petty cash	12 x 2 nd class and 6 x 1 st class stamps (£13.02) and red cabbage and beetroot for Carol Concert (£7.05)	£20.07
Lynn Wallace	Servings for 60 Hot pot and 15 Butter pies, peas, plates & cutlery as ordered by Cllr Lowe for the Carol Concert	£286.50
Town Centre Trees Ltd	Stage 3 final balance payment towards Light Adlington 21 order of 50 lit trees from 40 businesses: Contributions received in November and a late additional order based on the final invoice	£505.00
TMSD	Traffic management of Remembrance closure order Railway Road, VAT cost owed on the net cost of £645	£129.00
Cllr Lowe	Reimbursement of plants for ATC's planters	£32.25
Adlington Luncheon Club	Confirmation of the restart of the Club received 26 November 2021 to request the approved 2020 Community Award	£200.00

8 Items for Information.

- 8.1 The ATC 2022 Community Awards poster and application form was circulated for information.

The meeting closed at 8.15pm.