

Adlington Town Council

Minutes of the Meeting held on Monday 20 March 2023
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Present:

Councillors: Cllrs B Speers (Town Mayor), N Buckley (Deputy Mayor), A Robinson, A Cross, J Lowe, J Molyneaux, K O'Donnell, K Snape, P Walkden and S Clewlow

In Attendance: Three members of the public for the Open Forum and C Bailey (Clerk)

1. **Declarations of Interest were received from:** Cllr Molyneaux for items 6.2 & 7, the Clerk for item 8.2 and Cllr Lowe for item 8.4
2. **Open Forum:** Three residents set out their concern for the red horse chestnut tree fronting onto the A6 within Retreat's grounds. The residents asked the Town Council to support their proposal to apply for a Tree Preservation Order to protect this tree as an important feature of the Street scene. This was agreed.
3. **Apologies for Absence:** were received from Cllr Rothwell and were given on behalf of Cllr Wilson.
4. **Minutes of the meetings** of Monday 16 January and Monday 20 February 2023 were proposed, seconded and signed by the Town Mayor as a correct record of each meeting.
5. **Matters arising for information only.** It was noted that:
 - 5.1 LCC/ 22022/0064 has approved planning consent for road widening, security fencing, above ground pipework and larger kiosk to that previously approved on land south of Harrisons Farm, Old School Lane, Adlington. Cllr O'Donnell will monitor the works to ensure the re-instatement of the bridle path.
 - 5.2 Albany Academy Admissions Trust has thanked the Town Council for its interest and comments. The Trust has approved the proposed change to its admissions criteria and has informed LCC.
 - 5.3 Chorley Council will shortly publish information on the local elections on Thursday, 4 May which will take place in Adlington and Anderton.
6. **Items for Discussion:**
 - 6.1 The Adlington District Queen Elizabeth II Green Canopy Tree Planting Ceremony which took place in the Jubilee Recreation Ground on Saturday 4 March 2023 was well supported.
 - 6.2 The Village has successfully secured support from Chorley Council's Eastern Parishes Neighbourhood Area for all five of its proposals: a contribution to revenue funding for the Adlington Youth Group and to start the Adlington Food Club; and Chorley Council agreed to replace the Adlington entry sign at the Anderton boundary, to refurbish the two benches at the traffic lights on Babylon Lane, and to support a Village household waste Clean-Up event.
 - 6.3 The Town Mayor reported that once all consents have been secured for the use of the premises, the Food Club would be launched with the support of Chorley Buddies and Foodshare from Monday 17 April 2023. The Town Council will advertise for volunteers to support this initiative.
 - 6.4 Revenue support has been secured to continue the Adlington Youth Group for at least the calendar year depending on the need to increase to three youth workers subject to demand. The Town Mayor thanked the Fairview Y&CC Management Committee and PCSO Fern Jones for their support. The Town Council will continue to seek further financial support for the Group and to arrange a rota of volunteers to provide additional refreshments each week for attendees.
 - 6.5 The arrangements for the King's Coronation Celebrations are being finalised. The Town Council's Spring Newsletter and social media will advertise these events; the commemorative gift is ready to be given to pupils in the District's primary schools and nurseries; further Planning Group meetings will be held.
 - 6.6 The Town Council finalised its two entries for submission to the Lancashire Best Kept Village 2023 Competition.
 - 6.7 The Town Mayor asked for nominations to be submitted for the 2023 Citizen Award and Stephen Higgins Junior Citizen Award to be considered at the April meeting. It was agreed that leaders of the uniformed youth groups should be asked for nominations for the Stephen Higgins Junior Citizen Award.
 - 6.8 Under other urgent business, the Town Mayor outlined the formal procedures to be followed at the Town Council's AGM on Tuesday 9 May 2023 to elect the new Town Mayor and a Deputy. Given the election, all Councillors will be asked to sign the Declaration of Office book and to complete a Register of Interest form.
7. **Planning**
 - 7.1 The Town Council has no objection to application 23/00153/ADV for advertisement consent for the display of 1no. internally illuminated gable mounted fascia sign, 1no. non-illuminated totem sign and 1no. non-illuminated directional sign at Adlington Central Business Park, Railway View, Adlington.
 - 7.2 There were no applications for neighbour comments.

8 Finance

Prepared by Christine Bailey, Clerk to the Town Council, 31 March 2023

Christine Bailey

8.1 The Town Council approved the accounts and budget reports at 28 February 2023.

8.2 The Clerk left the room whilst the Town Council considered the implications of the NALC 2022/23 national salary award which had been agreed on 2 November 2022, to be paid back-dated to 1 April 2022 at a £1 per hour increase for each spinal point and the award of a pro-rata increase in annual leave entitlement from 1 April 2023. The Clerk's terms and conditions of employment are based on the NLAC salary scale. The Town Council was not aware of the backdated increase when it set the 2023/24 budget. The increase was agreed to be paid in April to include the back dated payment and the increased hourly rate of pay.

The Council moved to agree Standing Order 82 to extend the meeting by an additional 15 minutes

8.3 The Town Mayor asked the Town Council to consider the proposal that it transfer its banking arrangements to an on-line system. This is proposed given the two recent experiences of a lost or mis-handled cheque payment. It might avoid individual Town Councillors carrying council expenditure personally until reimbursed at the next meeting. An appropriate policy would be agreed to manage the use of an on-line system.

Authorisation by two out of three approved signatories would still be required.

8.4 The following payments were approved:

Clerk	Net administration & financial management March 2023.	£555.17
HMRC	Quarter 4 PAYE due against the Clerk's salary	£6.00
Clerk	Mileage: 25 miles @ 0.45ppm in February 2023.	£11.25
EE	ATC Clerk's mobile Invoice on 16 March 2023, with VAT	£18.82
Reimburse Petty Cash	<ul style="list-style-type: none"> • 8 photograph frame stands for use in Adlington Library as requested by Cllr Lowe and proposed by the Town Mayor (£26.98); • Case to protect the ATC Mobile handset (£10.00) Stamps – 4x1st class & 8 x second class (£9.24)	£46.22
Adlington Luncheon Club	Community Award 2023 for 50% of cost of a coach for a members day out	£250.00
Reimburse Councillor Lowe	Adlington District Queen Elizabeth II Green Canopy Tree Planting Ceremony buffet and refreshments	£90.00
The LBKVC	Higher and Lower Adlington 2023 competition entries	£50.00
EXP (North West) Ltd	1150 coronation commemorative gift inserts – print & cut to size	£125.00

9. Item for Information only:

9.1 To note the Chorley Liaison meeting on Wednesday 22 March 2023 at 6.30pm.

The meeting closed at 9.15pm