

Adlington Town Council

Minutes of the Meeting held on Monday 15 January 2024
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Present:

Councillors: Cllrs N Buckley (Town Mayor), A Robinson, A Cross, J Lowe, K O'Donnell, L Rennison, P Walkden, S Clewlow and C Bailey (Clerk)

1. **Open Forum:** No items for discussion.

2. **Declarations of Interest were received from:** None

3. **Apologies for absence:** were received from Cllr K Snape (Deputy Mayor), A Rothwell, B Speers and J Molyneaux

4. **Minutes of the meeting:** of Monday 11 December 2023 were proposed, seconded, and signed by the Town Mayor.

5. **Matters arising for information only** were noted as the:

5.1 Response from Electricity North West Ltd to the lack of clear information during the power outage in December 2023. Cllr O'Donnell has shared the reply with other residents

5.2 Chorley Rural East Police team were not at the first Adlington Youth Group session in 2024.

6. Items for Discussion:

6.1 The Carol Concert was well supported – possibly up to 170 people - with positive feedback received from neighbouring Town Councils. Discussion was whether:

- An external catering company would serve the supper to allow Town Councillors to talk with civic guests and the public. Food quality is a key consideration
- Portion sizing might be easier if bowls are used rather than plates
- The £547 received from the raffle for the Town Mayor's Charity, The Women's Centre, might have been increased with the option to donate by card which some attendees asked about

Cllr Cross offered to make a card reader available next year.

The lighting of the Adlington War Memorial was thought to enhance the Village. Cllr Robinson suggested red, gold and green would be more festive. He will work with the Lighting Consultant to get the remote lighting control app installed.

6.2 Draft Eastern Parishes Neighbourhood Priority Grant applications will be prepared for comment for the: skip event, revenue funding to continue the Adlington Youth Group, towards the cost of the annual hanging basket contract and pending Cllr Speer's views for Adlington Food Club. Cllr Robinson said there are enough defibrillators locally.

6.3 Cllrs Lowe and O'Donnell commented on Inspire's December 23 monitoring report. As attendance increases, the additional support of local volunteer youth workers, once registered, would allow delivery of more age appropriate activities.

6.4 Cllr Speers informed the Town Mayor by email that the Adlington Food Club:

- Continues to be well supported and in demand
- Has continued to offer members extra help in the New Year
- Is engaging with more people so has reduced the waiting list
- Aims to extend support to other community groups.

6.5 The revised draft text of the Town Council's application to the Big Lottery Community Fund was discussed. Cllr O'Donnell queried Inspire's weekly on-costs for activity delivery, fuel and management fee. The van is no longer used. Equipment is stored at the venue. It was agreed the draft application would be circulated for comment before submission.

6.6 The Town Council appointed Chorley Council to supply, display and maintain the floral hanging baskets when a local independent supplier retired. At that stage, the annual contract with Chorley Council was cheaper. The current hanging baskets are smaller in size which means the frequency of watering is crucial. Early die back in August 2023 seemed to be Chorley district-wide. These concerns will be raised with Chorley Council before the 2024 contract is renewed.

6.7 The Town Mayor is looking at the cost of gov.uk web host and email supply costs which will be more expensive due to the additional site security. Once set up, all Town Councillors will be required to use a Town Council email address. The Annual Governance and Accountancy Return (AGAR) procedure will monitor compliance from 31 March 2024.

6.8 The Finance Working Group (FWG) will meet after the 31 January 2024 deadline for Community Award applications. A grant towards the repair of St Paul's Church clock as the only public clock in Adlington would be eligible to receive public funds.

6.9 The spring edition of the Update newsletter will include: raising awareness of how to locate a defibrillator if required; promotion of the Lancashire Best Kept Village Competition; sponsorship of hanging baskets; sale of the old baskets and copy will be finalised at the February meeting

6.10 Two nominations for a 2024 Citizen Award were noted. Other potential nominations were discussed. Nominations will be invited. Awards will be presented at the annual Civic Service. Cllr Lowe has a shield which might be suitable to use for the Stephen Higgins Junior Citizen Award scheme.

6.11 The Town Mayor's urgent business comprised notification from Facebook of the threat of further action if the Town Council did not remove a post of the 2020 drone camera footage of the District's Remembrance Sunday with copyrighted music on it. There is no licence in place for the music. The Town Mayor has taken down the post.

7. Planning:

7.1 The Town Council considered and accepted applications:

23/01094/FULMAJ: Proposed demolition of two poultry sheds and the erection of two replacement poultry sheds and three feed silos at Adlington Hall Farm, The Common, Adlington, Chorley, PR7 4D

23/01121/REMAJ: Reserved matters application detailing appearance, landscaping, layout, and scale for the erection of 24 dwellings pursuant to outline planning permission ref: 20/01200/OUTMAJ (Outline application (specifying the access point) for the development of up to 25 dwellings and associated infrastructure (including 35% affordable housing)) Appeal ref: APP/D2320/W/21/3284692 on land At Carrington Road, Adlington

7.2 Applications noted but to be left for neighbour comments:

23/01055/FUL: Change of use from detached dwelling to 4 self-contained flats at 153, Chorley Road, PR6 9LP. This property is thought to be suitable in terms of its size.

23/01060/CLEUD: Application for a Certificate of Lawfulness for an existing rear dormer at 36, Lancaster Close, PR6 9RA

8 Finance

8.1 The Town Council approved the 30 December 2023 RBS and UTB account and budget reports. The financial management system will be combined once the RBS bank current account is closed.

8.2 The appointment of APL Accountants Ltd to carry out the 2023/24 year-end independent audit at a net of VAT cost of £200 was agreed.

8.3 The online transfer of £5,000.00 from the Town Council's UTB Instant Access Account into the UTB Current Account was approved.

8.4 The Town Council approved the letter to RBS to transfer the £608.06 balance into ATC UTB current account to close the RBS current account.

8.5 These payments were approved to be paid online from the UTB current account:

Clerk	January 2024 net administration and financial management at 8 hours per week	£414.66
HMRC	PAYE deducted from the gross payment to the Clerk	£103.60
Clerk	Mileage: 16 miles @ 0.45ppm in December 2023.	£7.20
EE Ltd	ATC mobile invoice dated 16 December 2023	£20.58
Clerk	Reimburse petty cash: one HP62XL black ink cartridge	£38.14
EE Ltd:	ATC Clerk's mobile 16 January 2024 monthly invoice	£20.58
Chorley Council	Annual contract to supply, maintain and take down the floral hanging baskets on 40 lamp posts	£4,936.42

9. Items for Information:

9.1 Chorley Liaison Meeting – Wednesday 24 January 2024 at 6.30pm

9.2 Eastern Parishes Area Meeting – Wednesday 28 February 2024 at 6.30pm

The meeting closed at 20.58 pm.