

## Adlington Town Council

Minutes of the Meeting held on Monday 15 July 2024

in Adlington Library, Railway Road, Adlington commencing at 7.15pm

### Present:

**Councillors:** Cllrs K Snape (Town Mayor), S Clewlow (Deputy Mayor), A Robinson, A Cross, J Lowe, J Molyneaux, K O'Donnell, P Walkden, and C Bailey (Clerk)

**Attendees for the Open Forum session:** Clive Hart

1. **Open Forum:** Cllr Snape, the Town Mayor presented Clive Hart with a 2024 Citizen Award Certificate for his twelve year service to Adlington Town Council from August 2009 until November 2021. He was the Deputy Mayor in 2010 and Town Mayor in 2011.

2. **Declarations of Interest:** Cllr Molyneaux: items 7.1 and 7.2; and Cllrs Robinson and Lowe: item 8.4

3. **Apologies for absence:** Received from: Cllrs A Rothwell, B Speers and L Rennison.

4. **Minutes of the meeting:** of Monday 24 June 2024 were proposed, seconded, and signed by the Town Mayor.

5. **Matters arising** were noted as:

5.1 The repair work is taking place on three of the Town Council's notice boards

5.2 Anderton St Joseph Scout Group is delivering the summer 24 edition of the Update Newsletter

5.3. Northern Railway has said it currently has no funding to fit CCTV at Adlington Station, but will note the aspiration for surveillance equipment to be installed.

5.4 Zurich Municipal has said that the Town Council can retain uninsured items on its Asset Register. The 80 lightweight lamp post floral baskets have been added back into the insurance schedule. This might add around £30 to the renewal premium from 1 April 2025.

6. **Items for Discussion:**

6.1 The Section 87(2) vacancy notice expired on 15 July 2024 with no request for an election. The Town Council will advertise the vacancy to be filled by co-option.

6.2 The Parade, Civic Service, informal buffet and the presentation of the Citizen Awards had gone well. The raffle for Adlington Youth Group, the Town Mayor's Charity, raised a total of £166 by cash and card payment. The Town Mayor will keep a breakdown of the money she raises for Adlington Youth Group **as** it is separate to the Town Council's own annual income and expenditure. Future fund-raising will be minuted on a quarterly basis for transparency reasons. Cllr Robinson agreed to explore the setting up of a PayPal Account as a facility to manage charitable fund raising by each Town Mayor.

6.3 Cllr O'Donnell will prepare the application to close Railway Road between 2-4.30pm for the Civic Remembrance event on Sunday 10 November 2024 using last year's risk assessment and plans. The Clerk will invite three of the traffic management companies contacted last year to quote to manage the closure.

6.4. Cllr Rothwell intends to arrange a meeting of the meeting of Website, Communication and Social Media Working Group. Dates will be circulated.

6.5 Chorley Council's Training on the Code of Conduct in Public Life will be held in the Town Hall on 29 July 2024 from 6-7 pm. Cllr Rennison is interested to attend.

All Councillors are advised to attend as there has been change to the guidance.

6.6 Cllr Lowe reported on two concerns:

- The QPJ oak tree planted by the District Councils in Jubilee Recreation Ground has been damaged. This has stripped the bark. Cllr O'Donnell will get a quote for a replacement with a protective structure which will be circulated to the other Councils to agree whether to proceed on a shared cost basis, and
- The log roll flower planter on Windsor Avenue is disintegrating. Cllr Lowe will get quotes to replace it with a smaller version. It was proposed that the cost be shared between Adlington in Bloom, the Town Council and Jigsaw.

6.7 There was no urgent business to consider.

## 7. Planning:

7.1 The Town Council commented on applications:

- 22/00483/FULMAJ: Erection of Class E(a) retail store, car parking and servicing areas, landscaping, access and associated works following demolition of existing buildings at Fairport Engineering Adlington Mill Market Place, PR7 4EZ . The Town Council is supportive of the amended proposal and believes that the majority of people in Adlington welcome the store for the many positive benefits it will offer the Village and community
- 21/00270/FULMAJ: Full application for the proposed development of 40 dwellings together with associated new access, open space and landscaping, replacement of brass band building and associated parking at Babylon Lane, Heath Charnock. The previous outline application has been dismissed on appeal as no sequential flood test data was provided. The Town Council said that despite the amendments to the proposed layout, the need to mitigate and manage: flood risk, additional traffic pressures during and after construction and to retain the site's heritage features should all be considered.

7.2 There were no applications for neighbours' comments

## 8 Finance

8.1 The Town Council approved the 30 June 2024 account and budget reports.

8.2 Several issues around the application for a business card were discussed. The forms were signed by the three signatories including the direct debit mandate.

8.3 The Town Council agreed to transfer of £2,000 from the UTB Instant Access to the UTB Current Account to cover expenditure listed below.

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

Clerk	July 2024 net administration and financial management at 8 hours per week	£414.66
HMRC	July 2024 PAYE deducted from the gross payment to the Clerk	£103.60
Clerk	Mileage: 35 miles @ 0.45ppm in June 2024	£15.75
EE Ltd	ATC mobile invoice dated 16 July 2024	£22.20
Reimburse Cllr Rothwell	3 invoices to: extend the GoDaddy web host contract by one month £14.39; software renewal £115.06 and domain name renewal £15.59	£145.04
Reimburse Cllr Robinson	Purchase of an AED Charge-pack charging stick and replacement pads	£276.00
Reimburse Petty Cash	Items for Civic Service: 4 frames £7.96; crisps & cordial - £13.50; tea, coffee milk - £10.00 and black	£74.08

	& colour ink cartridge £42.62	
APL Accountants Ltd	Independent Audit of the year-end accounts at 31 March 2024	£240.00
Reimburse Cllr Lowe	Plants for the Town Council's planters	£71.00
Rivington & Adlington Brass Band	Playing at The Civic Service, 30 June 2024	£200.00
Anderton St Joseph Scout Group	Delivery of 3,100 Update Newsletters as A3 folded to A4 (to be paid on completion)	£250.00
Mr M Jones	Repair of three Notice boards as agreed with Cllr Lowe (to be paid on completion)	£500.00

### 9. Items for Information:

9.1 Chorley Liaison Meeting, Wednesday 17 July 2024 at 6.30pm in the Town Hall

*The meeting closed at 20.15 pm.*