

ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 21st September 2015
in the Community Centre, Railway Road, Adlington commencing at 7.15pm

Members Present:

Mayor Cllr S Higgins

Councillors J Banks, A Evans, C Hart, B Lee, J Lowe, J Molyneaux (arrived late), A Wilson

In Attendance: L Crouch (Clerk), Jamie Carson (Chorley Council Director for Public Protection, Street Scene and Community), Mr Timothy Summers and one resident.

1 Open Forum

Jamie Carson introduced himself to the Council and explained the role of Chorley Council in the following youth initiatives:

- Supporting the continuing use of the newly refurbished Jubilee Recreation Ground. Addressing litter and anti-social behaviour issues in conjunction with the Police.
- Changing the letting policy for the local football pitches to give priority to local teams and working with Adlington Junior FC on a possible long-term agreement
- Arranging holiday-time "Get Up and Go" sessions. He acknowledged that these were not initially arranged over the summer in Adlington, but will be part of the plan in future as Fairview provides "all-weather" flexibility.
- Involvement in the new "Youth Zone" to be provided in Chorley opposite the railway station and adjacent to the bus station. This will be open almost every evening in the year, and all day in school holidays, and will include a football pitch, climbing walls and sports hall in addition to spaces for other activity sessions. Part of the initial plan is to provide outreach minibus facilities on a temporary basis so that young people can see it for themselves.
- Support of funding initiatives from Parish and Town Councils and partnership working on grant applications and projects.

Councillors expressed their concerns that the Youth Zone may fail to attract the more disadvantaged young people who benefit from the very local initiatives like the recent Street Soccer sessions in Adlington, and that with the reduction in the LCC Young People's Service provision the link will be lost between youth services and social services departments. Jamie explained that Chorley Council also supports referral intervention work and is currently working with around 50 families in the area. The Mayor thanked him for attending, and he left the meeting.

2 **Apologies for Absence** were received from Cllr Lee who was on holiday and Cllr F Molyneaux who did not have transport to the meeting and accepted by the Council

3 **Minutes of the Meeting** held on Monday 17th August were accepted as a true record and signed by the Mayor.

3.1 **Matters Arising** The Clerk reported that there had been no response from Chorley Council to the query regarding bus shelters raised by a resident. She will contact the Council again about this.

4 **Declarations of Interest** Cllr Higgins declared an interest in item 5.3 as he is a recipient of one of the payments.

It was resolved to bring forward part of item 7.1

7.1a It was resolved to co-opt Mr Timothy Summers as Town Councillor for the West Ward of Adlington. Mr Summers made his Declaration of Acceptance of Office.

Finance

5.1 It was resolved to approve the statement of accounts and budget review for August 2015.

5.2 It was resolved to approve the proposals of the Finance Working Group meeting held on 10/09/15

- the agreed budget amounts are included in the Appendix to these minutes
- the precept will be £18500, £1000 higher than in previous years. If this is not agreed by Chorley Council, the budget will be reassessed.
- Community Award applications will follow the same process as last year's
- a quotation for hanging baskets will be requested from Chorley Council
- all purchases must have been previously agreed by the Council and be within the budget set, and must be supported by clear invoices or receipts.
- The risk assessment and financial regulations were approved but the asset register needs to be amended to write off the value of the old laptop computer and include the details of the new, and also to include the World War One memorial plaque outside the Health Centre. This will need to be notified to the insurance company. It was confirmed that the plaque donated by Heath Charnock and erected by the Town Council in the St Paul's Church driveway is now the responsibility of the Church for insurance purposes.

5.3

It was resolved to approve the following payments:

L Crouch	Salary	
Orange	Phone charges 24/08/15 to 23/09/15	£9.38
L Crouch	Payment made to John Lewis for Asus laptop	£399.95
S Higgins	Support frame materials for WW1 plaque donated to St Paul's Church	£18.10

- 5.4 It was resolved to transfer £800 from the RBS savings account to the business current account
- 5.5 It was resolved that the Clerk would purchase a Community Notice board to the specifications quoted in the estimate received from the Acorn Workshop as this was recommended on 11/02/15 by the Street Scene Working Group as representing the best value for money, for delivery to Cllr Lowe's address. The Clerk will contact Barlow Construction regarding installation of the board.
- 5.6 It was resolved to apply for funding from the Government Transparency Fund for a scanner/printer. The Clerk will look at the requirements and models available.
- 6 Planning**
- 6.1 **New applications**
15/00845/FUL 26 Windermere Drive Proposed demolition of existing attached garage and erection of a single storey side extension and single storey side car port. It was resolved to leave this for neighbours to comment
- 7 Items for Discussion**
- 7.1b Following interviews held before the start of the meeting, it was resolved to co-opt Timothy Summers, who was formally co-opted at the start of the meeting, and Alan Robinson, who will make his declaration of acceptance at the meeting in October, as Councillors for the West Ward of Adlington. Another of the applicants did not attend for interview, the Clerk was asked to follow this up before the October meeting.
- 7.2 It was noted that Cllr Kim Snape is asking LCC and Tesco to take action to reduce the risk to pedestrians and drivers in the location of the Adlington Tesco store. It was resolved to contact LCC to request that vehicle access from the front of the store directly onto Railway Road is also prohibited, as used to be the case.
- 7.3 It was resolved to accept the proposals of the Website & Communications Working Group meeting held on 18.08.2015
- schedule to remain as now, three editions per year delivered at the end of November, March and July. Deadline for contributions to be strictly enforced one month before the delivery date
 - the Clerk will produce a draft edition in Publisher format to send to Jon Smethurst for design
 - any additional information required by Jon will be uploaded to Dropbox
- Items for inclusion in the next edition were considered, and Councillors asked to send articles to the Clerk as soon as possible.
- 7.4 It was resolved that the Town Council meetings would continue to be held at the Adlington Community Centre in 2016 as it provides the most suitable sized room for the meetings in a central location.
- 7.5 The contents of the LCC draft corporate strategy were noted.
- 7.6 It was resolved that Cllr Jim Banks would attend the Friends of Adlington Circular Walk meeting on 24/09/15 as the Council's representative.
- 7.7 It was resolved that a decision on whether the Council is eligible for the General Power of Competence (Localism Act 2011) as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 should be deferred until the next meeting to allow Councillors to look into the implications of the legislation
At this point Cllr J Molyneaux arrived, and it was resolved to suspend standing orders to allow the meeting to continue until 9.15pm
- 7.8 It was resolved to contact Chorley Council to say that the Town Council was very pleased with the hanging baskets provided in the village this year.
- 7.9 Cllrs Evans and Hart expressed an interest in attending the "Planning in Practice" session to be held by Chorley Council on Monday 02/11/15 at 5.45pm. The Clerk will contact Chorley Council.
- 7.10 It was resolved that the options for internet security and data backup which were included with the new laptop are appropriate and sufficient.
- 7.11 There were no further urgent matters for the Council's attention.
- 8 Items for Information**
- 8.1 The Mayor's Charity Bingo event will take place on Tuesday 29th September at 8pm at St Paul's Club (doors open 7.30pm).
The meeting closed at 9.10pm

Appendix

Budget headings and amounts for 2016/17

	Budget 2016/17	Budget 2015/16	Difference
Mayor's Allowance	750.00	750	0
Clerk's Salary	5000.00	4805	+195
Administrative & Telephone Costs	300.00	420	-120
Training Costs	250.00	250	0
Insurance	800.00	800	0
Audit	200.00	200	0
Mayor's Inauguration	150.00	150	0
Civic Sunday	400.00	400	0
Remembrance Sunday	300.00	300	0
Carol Service	450.00	450	0
Streetscene Enhancement - Hanging Baskets	4000.00		
Plants for planters	150.00		
Other (inc Notice Boards)	850.00	5925	-925
RBL Wreath	20.00	20	0
Subscriptions	620.00	620	0
Newsletter – Printing & Production	1000.00	1000	0
Newsletter - Distribution	600.00	600	0
Community Awards Scheme	2000.00	1000	+1000
Other Projects & Contingencies	1000.00	1000	0
Election Expenses	300.00	900	-600
Room Hire	300.00	N/A	+300
TOTAL	19440.00	19590.00	-150