

# ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 17<sup>th</sup> October 2016  
in the Community Centre, Railway Road, Adlington commencing at 7.15pm

## Members Present:

**Mayor** A Evans

**Councillors** J Banks, C Hart, J Lowe, J Molyneaux, A Robinson, T Summers, P Walkden and A Wilson

**In Attendance:** L Crouch (Clerk) and County Councillor Kim Snape

*A minute's silence was observed by the Council to mark the recent death of Cllr Stephen Higgins*

## 1 Open Forum

PCSO Ben Pilling was not available to attend the meeting. The Clerk summarised the month's crime report which he had supplied.

2 **Apologies for Absence** were received from Cllr Lee who was away and Cllr F Molyneaux and these were accepted by the Council.

3 **Minutes of the Meeting** held on Monday 19<sup>th</sup> September 2016 were accepted as a true record and signed by the Mayor.

3.1 **Matters Arising** No progress has yet been made with a mobility survey of the village

4 **Declarations of Interest** Cllr Lowe declared an interest in items 5.3 and 5.4 as she is a member of Adlington in Bloom and she paid for the plants for the planters, Cllr Evans declared an interest in item 5.3 as she is a founder member of the Friends of Adlington Library. Cllr J Molyneaux declared an interest in item 6 as she is a member of Chorley Council Development Control Committee.

## 5 Finance

5.1 It was resolved to approve the statement of accounts and budget review for September 2016

5.2 It was resolved that Cllr Jim Banks should replace Cllr Stephen Higgins as one of the four signatories for the Council's two Royal Bank of Scotland accounts.

5.3 It was resolved to agree the proposals of the Finance Working Group held on 12/10/16 as follows:

- to accept the proposed budget (see Appendix) and to include provision for rolling replacement of the four notice boards and a new category of funding to be used to support Community Assets and Services where funding is needed to retain services for residents during the year
- to keep the precept request the same as in 2016/17 (£18,500)
- to award Community Award funding to Rivington & Adlington Brass Band towards new uniforms, Freestyle Urban Soccer to provide floodlit activity sessions in Oct/Nov 2016 and Adlington & District In Bloom Group for a new sign at the railway station.
- to refuse funding for Adlington & District Heritage Society and the Friends of Adlington Library as the applications received were not specific and lacked costing detail.
- to keep the Community Awards application process the same in 2017 but with "costings" specifically included in the requirements, and to only have one round of applications in Dec/Jan
- to request that Chorley Council supply the hanging baskets for 2017 assuming that the charge for these is similar to this year
- to request information from the RBS regarding the electronic banking facilities that they offer
- to add the AEDs and cabinets owned by the Council to the asset register
- that the Council's financial regulations and general risk assessment are current and require no amendment
- to consider the purchase of a new mobile phone up to a cost of £120 if a suitable internet based alternative phone service cannot be identified

5.4 It was resolved to approve the following payments:

L Crouch	Salary	
L Crouch	Petty cash – imprest (Poppy Wreath)	£20.00
Orange	Phone charges 24/09/16 to 23/10/16	£9.50
J Lowe	Plants and compost for planters	£39.00

5.5 It was resolved to transfer £500 from the RBS savings account to the current account.

## 6 Planning

### 6.1 New or amended applications

**16/00906/FUL and 16/00907/LBC Rigby House Farm The Common** Demolition of existing store (within the curtilage of a listed building) and erection of 6 stables. It was resolved to object to the applications if there is an intention to use the proposed stables for commercial purposes as the access to the property is unsuitable for an increase in traffic.

## 6.2 Applications to be left for neighbours' comments

It was resolved to leave the following applications for neighbours to comment:

**16/00848/FUL Sovereign Dental Ceramics 40 Chorley Road** Change of use from a dental laboratory to a dwelling house. **16/00868/FUL Land To The West Of 8 Chester Place** Street lighting to car parking and access road. **16/00573/FULHH Amendment 20 Grove Crescent** First floor extension to side elevation above existing garage and internal alterations to create vaulted ceiling with rooflights.

## 7 Items for Discussion

- 7.1 It was resolved to include an article in the next edition of Update asking residents to remove notices for events when they are no longer relevant. It was noted that placing notices on lampposts requires permission from Lancashire County Council, and that if a notice is a distraction to drivers (for example on the railings in Higher Adlington) the Chorley Council Neighbourhood Team will remove it
- 7.2 It was agreed that as much of the fly tipping reported by residents of Railway Road is on private land little can be done to enforce removal apart from possible action by the Chorley Council Environmental Health team. It was resolved to ask Natalie Holt if a skip can be provided in the near future to encourage responsible waste disposal.
- 7.3 It was resolved to contact Shopmobility and other organisations to see if a survey can be undertaken or volunteers trained to do this. It was agreed that in addition to the problems reported by residents, the pavements on Park Road are too uneven for the use of mobility scooters or wheelchairs and the pedestrian crossings on Church Street are not suitable for anyone with a visual impairment.
- 7.4 It was resolved to respond to the Chorley Council Consultation regarding the **Draft Chorley Householder Design Guidance Supplementary Planning Document** to say that the Council considers this to be useful and clearly written.
- 7.5 Cllr Lowe offered to collect the 1000 daffodil bulbs donated by Chorley Cllr Adrian Lowe and to liaise with Adlington and District in Bloom and Adlington Scouts to identify suitable locations for planting these. It was agreed that some could be planted at Adlington Station.
- The meeting was suspended for five minutes for an update from Cllr Kim Snape regarding item 7.6*
- 7.6 It was noted that a meeting has been arranged by Stuart Milne Homes to address any outstanding problems with residents. These include flooding in the vicinity of Huyton Terrace, damage to a hedgerow, and the use by pedestrians of an unauthorised access path.
- 7.7 It was resolved to send a letter of thanks to the Friends of Adlington Library, to Chorley Borough Council and to County Cllr Kim Snape for the work they have all done to help secure the future of Adlington Library
- 7.8 It was resolved to publish a short obituary on the Town Council website and to create a new annual award in memory of Cllr Stephen Higgins, subject to the agreement of Mrs J Higgins. It was resolved that the award would recognise the contribution of a young person to the local community, would be called the **Stephen Higgins Young Citizen Award** and would be presented at the Annual Town Meeting alongside the existing Citizen Awards.
- 7.9 It was resolved to gratefully accept the offer of Mrs Walkden and the United Reformed and Methodist Church to hand over the ownership of the AED located on the outer wall of the church to the Town Council. The Clerk will contact the Council's insurers to confirm inclusion of this in the policy and check with the North West Ambulance Service that it is on their system.
- 7.10 It was resolved to send a card to the family of Brian Parkinson expressing the Council's condolences
- 7.11 The Mayor encouraged all Councillors to consider Chorley Council's most recent proposals regarding the Market Walk development. She noted that Higher Adlington received the "Most Improved" award for its category in the recent Lancashire Best Kept Village competition and it was suggested that permission is sought to display the certificate at the Community Centre.
- ## 8 Items for Information
- 8.1 Councillors were reminded of the arrangements for leaving church on Remembrance Sunday and the location for non-wreath holders at the memorial.
- 8.2 All articles for the next edition of the Update newsletter should be received by the Clerk by 31/10/16
- The meeting closed at 8.50pm*

**APPENDIX – agreed budget amounts 2017/18**

	<b>Budget 2017/18</b>	<i>Budget 2016/17</i>	<b>Difference</b>
<b>Mayor's Allowance</b>	<b>750</b>	750	
<b>Clerk's Salary</b>	<b>5000</b>	5000	
<b>Administrative &amp; Telephone Costs</b>	<b>300</b>	300	
<b>Training Costs</b>	<b>250</b>	250	
<b>Insurance</b>	<b>500</b>	800	-300
<b>Audit</b>	<b>200</b>	200	
<b>Mayor's Inauguration</b>	<b>150</b>	150	
<b>Civic Sunday</b>	<b>400</b>	400	
<b>Remembrance Sunday</b>	<b>500</b>	300	+200
<b>Carol Service</b>	<b>500</b>	450	+50
<b>Streetscene Enhancement – hanging baskets</b>	<b>4000</b>	4000	
<b>Streetscene Enhancement – planters</b>	<b>150</b>	150	
<b>Streetscene Enhancement – furniture</b>	<b>850</b>	850	
<b>AEDs</b>	<b>300</b>	4000	-3700
<b>RBL Wreath</b>	<b>25</b>	20	+5
<b>Subscriptions</b>	<b>650</b>	620	+30
<b>Newsletter – Printing &amp; Production</b>	<b>1000</b>	1000	
<b>Newsletter - Distribution</b>	<b>660</b>	600	+60
<b>Community Awards Scheme</b>	<b>2000</b>	2000	
<b>Community Asset &amp; Service Support</b>	<b>4000</b>		New
<b>Other Projects &amp; Contingencies</b>	<b>1000</b>	1000	
<b>Election Expenses</b>	<b>300</b>	300	
<b>Room Hire</b>	<b>300</b>	300	
<b>TOTAL</b>	<b>£23,785</b>	£23440	