

# ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 15<sup>th</sup> March 2010  
in the Community Centre, Railway Road, Adlington commencing at 7.15pm

## Members Present:

Town Mayor Cllr K Ellison

Councillors B Cliffe, C Hart, B Lee, J Lowe, F Molyneaux, J Molyneaux, E Sumner, A Wilson

**In Attendance:** L Crouch, J Chamberlain.

## 1 Open Forum

The Police representative, Janice Chamberlain, explained that the number of crimes in the local area had increased significantly in the last month, including the removal of lead and scrap metal from properties, burglaries (specifically laptops) and drug offences. She also mentioned the national "Think Jessica" campaign, asking residents to contact 08454 040 506 if they have been the target of a mail scam. She asked that any incidents near the railway line be reported to the British Transport Police on 0800 405 040.

*Mrs Chamberlain then left the meeting.*

2 **Apologies for Absence** were received from Cllr D Hoyle and Cllr D Snape

3 **Minutes of the Meeting of 15<sup>th</sup> February 2010** Moved by Cllr Lowe and seconded by Cllr Cliffe. These were accepted as a true record, noting the amendment to the amount paid for the Publisher software.

4 **Declarations of Interest** Cllr J Molyneaux declared an interest in item 6, Cllr Lowe in items 7.12, 7.13 and 7.16.

## 5 Finance

5.1 The statement of accounts and budget review was discussed and approved.

5.2 The revised Town Council Financial Regulations, Asset Register and Risk Assessment as proposed by the Finance Committee were accepted with some minor changes to the wording of the Risk Assessment.

5.3 It was proposed and agreed that last year's Internal Auditor Mrs Joan Dickinson be appointed as this year's Internal Auditor. The Terms of Reference for the audit were agreed.

5.4 The Town Council's controls and audit arrangements were discussed and agreed as effective.

5.5 The following payments were approved:

L Crouch	Salary	
Zurich Insurance	Annual premium and Additional premium for 2009/10	£818.87
Adlington and District Community Association	Neighbourhood Watch	£12

5.6 It was agreed to transfer £1200 from the savings account to the business account

## 6 Planning

### 6.1 New Applications

**10/00125/FUL** 49 Westhoughton Road – side and rear single storey extension. The Clerk was asked to contact Chorley Council to say that the Town Council has no objections as long as the light to the neighbouring property is not affected.

**10/00133/FUL** St Paul's Church – extension to form ground floor lavatory. The Clerk was asked to contact Chorley Council to express the Town Council's concerns regarding the shape of the external window, the symmetry of the front of the building, pre-application consultation with neighbours and the Grade 2 Listed status of the building.

**10/10131/FUL** Retrospective application for continued use of land for recreational paintball games. The Clerk was asked to apply to Chorley Council for an extension of the consultation period, to allow the Planning Committee to study the reports in more detail. *The Planning committee will meet at 7pm on 18/3/10 at 6 Meadow View*

## **7 Items for Discussion**

- 7.1 The Model Standing Orders were discussed and specific time limits were added to particular sections as applicable. The Standing Orders were then approved based on the Clerk's copy.
- 7.2 The Streetscene Committee will look at the requirements for this year's hanging baskets and produce a list of these to enable provider cost comparison. *The Streetscene committee will meet at 7.30pm on Thursday 18/3/10 at 6 Meadow View*
- 7.3 The website has now been activated. The Mayor will contact Daily.co.uk regarding the specific page requirements.
- 7.4 The comments received from both Heath Charnock and Anderton Parish Councils relating to the positioning of SPID brackets were discussed. The Mayor will contact CADNWA regarding the request for an additional bracket on Railway Road
- 7.5 No response has as yet been received from LCC as to whether the land in front of the Ridgway Arms can be considered as Common Land
- 7.6 Cllr Lowe has visited footpath 9. The Clerk was asked to contact Peter Willacy regarding the resident's comments.
- 7.7 The Streetscene committee will complete the registration for the *Market Towns Academy Sustainability Toolkit*
- 7.8 The discussion of the storage of archive documents was deferred until the next meeting
- 7.9 The Streetscene Committee met on 24/2/10 to produce a list of work which could be done using the Community Payback Service, and will contact them to discuss this.
- 7.10 This item was duplicated from item 7.4
- 7.11 The letters to recipients of Community Awards will be sent with the cheques following the April Town Council meeting.
- 7.12 It was agreed that Adlington & District in Bloom group should be nominated for a Chorley Civic Society award. The Clerk will write a nomination letter on behalf of the Town Council.
- 7.13 The Streetscene committee will discuss the application for the Lancashire Best Kept Village Award. Councillors unable to attend this meeting were asked to send ideas to a member of the committee before it meets. The application will be sent for approval to all Councillors before being submitted.
- 7.14 Some names were suggested for this year's Citizen's Awards. The Clerk was asked to provide the Council with a list of previous years' awards.
- 7.15 Cllr Lowe attended a preliminary meeting to discuss the possibility of a Canal Bank Arts Trail. £1500 of funding has so far been secured for this. Albany High School pupils will be involved. It was suggested that Adlington Primary School may also be interested in taking part in the project.  
*At this point Standing Orders were suspended to allow the meeting to continue for 15 minutes*
- 7.16 It was agreed that the Town Council would apply for a grant from the Lancashire Lease of Life Fund towards a guide and history booklet for Adlington. The Clerk will complete the application with assistance from Cllr Lowe.
- 7.17 The last date on which the Clerk will be able to distribute the agenda for the April meeting will be 31/3/10. It was agreed that this may be too early for notification of planning matters. Cllr Lowe will produce, circulate and display the final agenda on 6/4/10
- 7.18 It was agreed that no application for Community Award funding can be considered which arrived after the closing date of 31/1/10.  
*The meeting closed at 9.05pm*