

Adlington Town Council

Minutes of the Meeting held on Monday 18 November 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 Rothwell, A Cross, B Speers, D Jones, J Lowe, J Molyneaux, K O'Donnell and C Bailey (Clerk)

1. Open Forum: no items to discuss

2. Apologies for absence: Received from: Cllrs L Rennison and P Walkden

3. Declarations of Interest: received from Cllr Molyneaux for item 7.1; the Clerk for item 8.2ii; and from Cllrs Lowe, Robinson and Rothwell for item 8.4

4. Minutes of the meeting: of Monday 21 October 2024 were proposed, seconded, and signed by the Town Mayor.

5. Matters arising: None

6. Items for Discussion:

6.1. The Town Council thought that the Adlington District Civic Remembrance Sunday had gone well despite the weather. The PA system was clear. The Deputy Mayor was thanked for his professionalism as the Parade Marshal. Points to be re-considered in 2025 were whether:

- The Civic Party should remain inside the Church to allow the uniformed youth groups to get into position outside;
- The names of the individual organisations laying a wreath should be read out recognising that not all give in-advance confirmation, and
- Two verses of the National Anthem should be listed to be sung in the Church's order of proceedings at the Adlington War Memorial.

The refreshment order was sufficient for those in attendance at the reception. Cllr Robinson was thanked for the red lighting of the War Memorial. The ADHS Exhibition was very informative.

6.2 Given the catering supplier is not available this year and the alternative quotes received, the Carol Concert arrangements were agreed as:

- Access to set up from 6.30pm as chairs may need to be put out
- The bar be available from 7pm to the public when doors open
- Carts be approached for a mixed selection of hot pasties to be delivered
- The raffle will be for the Town Mayor's Charity, Adlington Youth Group, with donations collected in cash and by card
- A float will be provided for the raffle
- LBKVC 2024 Certificates will be presented for the five credited local features

6.3. Cllr Rothwell invited further comment on the revised draft wording and design for the proposed Town Council banner by Friday, 22 November 2024. A space for a QR code was proposed which could be linked to ATC web information or events. Colours used should reflect the Town Council's coat of arms.

6.4 Overall the Judge's feedback from the Lancashire Best Kept Village Competition 2024 was positive. Some references are beyond the Town Council's control eg to the lack of EV Charge points, the cleanliness of the litter bins, overgrown weeds on the public highway and the condition of one item of equipment at the Rossendale Drive children's play area. Access into the School

Grounds is only possible when the School is open and on request. The pen portrait is the only opportunity ATC has to draw the Judges attention to supplementary information or features eg the Bat House or nature corridor in the Village. The suggestion was noted that the Village should be more aware of the stages in the annual Competition and the Village's progress.

6.5 It was agreed that the Lancashire Sight Loss Council's visit to the Library on Monday 17 February 2025 would be for Town Councillors only to trial the use of simulated glasses. A further session will be advertised as open to the public.

6.6 The proposed disposal of the old metal hanging baskets for scrap at between 50-80 pence per basket was agreed. There is no other interest or option. Storage will become problematic. Cllrs Lowe and O'Donnell will arrange this.

6.7. It was agreed that the Web, Social Media and Communications Group will meet in early 2025 to develop the outline action plan proposed by Cllr Rothwell for budget purposes (item 8.2iv) for the switch to a gov.uk web host provider. The switch will offer opportunities to be more pro-active and linked to social media. A detailed plan and timetable needs to be agreed.

6.8. The Town Council commented on the draft action plan to refresh the Chorley Housing Strategy. It was noted that recent experience suggests that staff need to be more focussed on the needs and personal circumstances of the individual client to make the support system work better for them.

6.9 The Town Mayor reported back on LCC Parish and Town Council Conference on Saturday 2nd November which she and Cllr Rennison attended. Initial proposals for a Unitary Authority in Lancashire were outlined. These might be more focussed at the County rather than at the District level of local government. The need to be aware of Public Right of Way routes when discussing planning applications was highlighted.

6.10 In response to the LCC consultation on the proposed removal and introduction of bus stop clearways at Bolton and Chorley Road, the Town Mayor said the proposed re-siting of the bus stop away from the junction with Daisy Hill Road to outside St Georges' Court will create a potential safety concern as there is no proper pavement there.

6.11 A. resident's concern about the difficulty of access to the bus at the 127 bus stop opposite the railway station due to parked vehicles was discussed. LCC Highways should be asked to extend the double yellow lines but enforcement may be more difficult.

6.12 Under the Town Mayor's urgent business:

i. The Town Council's response to the points in the letter dated 15 November from Adlington Community Events was discussed to be finalised by the Town Mayor and Deputy Mayor.

ii The availability of daffodil bulbs to be collected from Chorley Council's Bengal Street depot was noted to be arranged by Cllr Lowe.

7. Planning:

7.1 The Town Council agreed in respect of two applications:

LCC/2024/0023: for the erection of an Anaerobic Digester Unit with associated infrastructure on land adjacent to Wigan Lane, Heath Charnock, Adlington, Chorley that the Town Mayor and Cllr Rennison will attend the joint meeting of

representatives of Anderton, Coppull and Heath Charnock PCs on 25 November 2024 to review this application, respond to any updated information, and to agree co-ordinated action to raise public awareness. Cllr O'Donnell is not available for this meeting, but wishes to become involved.

24/00907/NOT: Notification of intention for ancillary works including the removal of 3no. existing ERS units to be replaced with 3no. new ERS units by Vodaphone Telecommunications at Mast Site No15019 Grove Farm Railway Road Adlington. As the site is already in use, there was no objection to the equipment upgrade.

8 Finance

8.1 The 31 October 2024 account and budget reports were approved.

8.2. The recommendations from the Finance Working Group (FWG) meeting on 28 October 2024 were discussed and agreed to:

- i. Accept the FWG considered draft ATC income and expenditure budget for 2025/26 year and the proposed draft precept to include and approve the recent national NALC salary award to be backdated to 1 April 2024 for the Clerk at an increase of 0.67pence per hour to reflect the terms of the contract of employment;
- ii. Seek sponsorship of the hanging floral baskets in the 2025/26 year;
- iii. Make provision for the set up and transfer to a gov.uk website at an additional initial cost of £800 based on Cllr Rothwell's proposal in 6.7 above;
- iv. Make initial provision towards the eventual replacement of the two wooden Notice Boards outside the Library at £1,000
- v. Advertise the availability of the 2025 Community Award grants up until 31 January 2025 based on the poster and application form which were approved
- vi. Review the ATC Asset Register to remove the old hanging baskets once scrapped (6.6 above)
- vii. Apply for a Barclaycard Select Cashback Credit Card for online payments with Cllr Robinson and the Clerk being authorised to complete the application form
- viii. Accept the Town Council's Financial Regulations without change

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

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

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| Clerk | November 2024 net administration and financial management at 8 hours per week based on the NALC pay award and backdated to 1 April 2024 at plus 0.67pph | £570.41 |
| HMRC | November 2024 PAYE deducted from the gross payment | £142.60 |
| Clerk | Mileage: 35miles @ 0.45ppm in October 2024 | £15.75 |
| EE Ltd | ATC mobile invoice dated 16 November 2024 | £22.20 |
| Reimburse Cllr Lowe | Refreshments for Remembrance Sunday: Wine & squash £44.40 & biscuits £13.96 | £58.36 |
| Reimburse Cllr Rothwell | Go Daddy November monthly web host fee | £14.39 |
| Reimburse Cllr Robinson | AED replacement pads | £85.14 |

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| Rivington and Adlington Band | Remembrance Service and parade £375 and Carol Concert £275 | £650.00 |
| Adlington Community Association | Share of room hire for Remembrance Sunday refreshments £10.00 and for Carol Concert £27.50 | £37.50 |
| SJP Traffic Management Ltd | Preparation for and management of Railway Road closure for District Remembrance Sunday. Net £580 cost covered by a donation plus VAT | £696.00 |
| The Print Quarter | Print of 3,100 copies of the Autumn Update | £384.00 |
| Anderton St Joseph's Scout Group | Delivery of ATC's Autumn Update newsletter | £250.00 |

9. Items for Information: None

The meeting closed at 20.50pm.