

ADLINGTON TOWN COUNCIL

Minutes of a Meeting held on Monday 20th April 2020 which was held using Zoom online technology starting at 7.15pm due to the corona virus social distancing measures

Members Taking Part:

Councillors: Mayor Cllr P Walkden, and Cllrs A Ball, N Buckley, K O'Donnell, C Hart, J Lowe, A Robinson, K Snape, B Speers, T Summers and P Wilson.

In Attendance: Christine Bailey (Clerk).

1 Open Forum

There were no requests for items to be considered or to take part online in the Open Forum.

2 **Apologies for Absence** were received from Cllr J Molyneaux after the discussions had taken place.

3 **Minutes of the Meeting** held on Monday 16th March 2020 were accepted as a true record and were signed by the Mayor on the following day, 21 April 2020.

3.1 **Matters Arising** in the Clerk's progress report was noted in respect of:

- LCC has said the access road serving nos 2-14 Grove Farm Drive has not been adopted as part of the public highway. LCC has no authority to restrict legitimate access. LCC has advised the resident to identify the landowner to ask for this issue to be considered.
- Cllr Snape has emailed the views of LCC's Footpath Officer on some possible improvements to the footpath in the field in front of Huyton Terrace which could be considered in consultation with residents once the issues of land ownership are clarified.

4 **Declarations of Interest** Cllr Speers declared an interest in item 5.5.

5 Items for Discussion

5.1 It was agreed that the Annual Town Meeting and the Adlington Town Council Annual Meeting would take place as far as possible on line on 11 May 2020 to include the announcement of the recipients of the 2020 Citizen's Award and Junior Award, with arrangements for the presentation of these Certificates to be deferred for a date to be agreed later in 2020. The draft Agenda for each meeting was agreed.

5.2 A calendar of meeting dates for 2020/21 financial year was agreed in principle.

5.3 The Town Council considered the local information and volunteer support networks that have developed during the corona virus outbreak to support the vulnerable and those in self-isolation. Cllr Lowe thanked Cllr Speers for the work she has done in putting together and updating the Town Council's Facebook Page. Cllr Speers said she has followed the key council and other official guidance and links to compile the information. Cllr Speers said it has been accessed by, or has been linked to over 7,000 people. It was agreed that it was important to look out for and to support those without access to social media or the internet. It was hoped that neighbours would perform this role where required. Cllr Snape expressed concern that the system of NHS volunteer responders was not yet being used by the pharmacies in Adlington. Cllr Snape said that people who needed help to collect their prescriptions should directly ask for help or 'self-refer' to local health organisations and not wait until assistance is offered to them. It was thought that the delay was in part due to the demands being placed the online application and assessment procedures. It was agreed that the Town Council's Facebook page and Website should explain this.

5.4 It was reported that 5 responses have been received from local businesses expressing interest in getting involved at Christmas to 'Light Adlington'. Lois Birtwistle has said that from the end of November the Christmas Parade goes in and around Adlington as a Sleigh with Father Christmas collecting monies for charity. She has suggested a series of individual events could be brought together and promoted by the Town Council to include: a 'Switch the Lights-on event', a Christmas Fayre to include a band or choir and a Christmas grotto for children to visit. A price for the purchase of small Christmas trees and wall brackets will be costed for the May meeting with a cut-off date to express interest and/or to place an order. This would enable the Town Council to issue another letter to local businesses to invite initial interest which the Town Council would need to build on over time.

5.5 The five nominations for a Citizen of the Year 2020 Award were agreed and one for the Young Citizen Award. Letters of notification will be issued this month.

5.6 The response from the consultation with the local councils was discussed. It was agreed that a joint site visit would need to be arranged to agree the most appropriate position in which the four additional names might be displayed. Chorley Council as the Local Planning Authority has been asked to determine whether planning and or LBC consent(s) will be required for the additional plaque.

5.7 It was agreed that providing that an application is submitted by July 2020 for the Road Closure Order which Cllr O'Donnell said he would lead on, then a meeting to discuss the arrangements for the 2020 Remembrance Sunday event could be deferred until September 2020. Cllr Speers agreed to review and to update the Risk Assessment.

5.8 The Mayor confirmed there was no other business to consider.

6 Planning

- 6.1 The Town Council considered application 19/01140/FULHH: Rigby House Farm, The Common, PR7 4DS: Extensions and alterations of existing barn including extension to the side (north) elevation and raising of ridge height. The Town Council agrees with the Barn being improved to make it suitable for use for agriculture related employment purposes. Town Council noted that the process of renovation will also remove the asbestos sheet roof and replace it with an aluminium plastic coated roof material. The Town Council has no objection to this proposal. Cllr O'Donnell said he had submitted a personal comment to ask the Planning Authority to ensure that the proposed drainage by a soakaway from the roof of this barn is fit for purpose to prevent any possibility that the refurbishment works might impact adversely on current local drainage problems.

6.2 **It was resolved to leave these applications for neighbours' comments:**

20/00220/MNMA: 26, The Common, Adlington, PR7 4DR: Minor non-material amendment to planning permission 18/01090/FULHH (Erection of detached garage/outbuilding following demolition of an existing garage) involving a reduction in the size and scale of the garage.

20/00211/FULHH Adlington Hall Lodge, The Common Adlington PR7 4DT: Erection of detached garage
20/00188/FULHH: 38, Castle Drive Adlington PR7 4EA : Single storey side extension

7 Finance

- 7.1 It was resolved to approve the statement of accounts and the budget review for March 2020
- 7.2 The Town Council noted the delay due to corona virus to the publication of the Annual Governance and Accountability Return (AGAR) forms, requirements and timetable for the submission of the accounts as at 31 March 2020 by the external auditor PKF Littlejohn and that the initial year-end balance sheet and income and expenditure projections for 2019/20 will be prepared in April for independent verification by APL Accountants Ltd for submission for the external audit in line with the revised timetable when published.

- 7.3 The updated Asset Register which denotes additional assets, asset and insurance values as appropriate was approved.

- 7.4 The Town Council approved the transfer of £5,000 from the Business High Interest Account to its Current Account.

- 7.5 To approve the payment of the following accounts:

C Bailey	Salary April 2020	
C Bailey	Mileage – 13 miles @0.45ppm in March 2020	£5.85
C. Bailey – petty cash	2 x printer cartridges and 12 second class stamps	£83.06
EE	Phone charges, with VAT	£9.49
Adlington Scout Group	Community Award – Non-slip flooring for Scout Hut	£750.00
Adlington 2 nd Rainbows and 3 rd Brownies	Community Award – Towards camping equipment	£800.00

- 7.6 It was noted that: Adlington in Bloom and Adlington Luncheon Club have both asked for their 2020 Community Awards of £200 each to be deferred until activity re-starts; the Town Council has agreed to source and pay for the proposed additional Plaque for the War Memorial which Adlington and District Heritage Society applied for and the Town Council's monthly mobile phone bill has increased to £9.70 per month from April 2020. It was agreed that an additional 21 pence will be added to the May 2020 monthly payment to EE.

8 Items for Information - None

The meeting closed at 8.05pm.