

## ADLINGTON TOWN COUNCIL

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

### Members Taking Part:

**Councillors:** Cllrs P Walkden (Meeting Chair), A Robinson, B Speers, C Hart, J Lowe, Cllr J Molyneaux, K Snape, N Buckley and T Summers (from 7.40pm).

**In Attendance:** Christine Bailey (Clerk).

### 1 Open Forum

The progress was noted in respect of two recent concerns which residents have raised. The removal of the initial fly-tipping and repeat cleaning of the site at the back of the Pincroft. Pincroft is monitoring this site. If practical it might be fenced-off to prevent future problems. An update on the Douglas Meadow Estate was received. The impact from the construction company Stewart Milne employing a new maintenance contractor has been noticed by the residents. Cllr Snape said she was concerned about the lack of information on the main current land owner and the impact that this will have on the progress of the adoption by LCC if a Section 228 Agreement has to be used. Residents on the estate have not been advised of the likely delays this will cause to the speed and extent of the adoption. It was agreed that the Town Council would monitor this situation. Two recent enquiries were reported. LCC had informed the Town Council that the full resurfacing of Babylon Lane was within its current approved maintenance programme for completion by the end of August 2020. No further information on the timing of this work has been received but corona virus might have delayed this programme. A resident has expressed concern that the double yellow lines on Babylon Lane opposite its junction with Fielding Place have never been re-instated after the patch filling of several potholes. This resident has asked that LCC confirm that these road markings will be replaced following the resurfacing work. The Clerk will follow this up with LCC. A recent enquiry about the availability of land suitable for the grazing of between 2-4 horses and with the potential for stables was discussed. The Clerk was asked to speak to Cllr O'Donnell about whether any land might be available in The Common area of Adlington.

### 2. Notice of Resignation from the Town Council

The Mayor Cllr A Ball has informed the Town Council that unfortunately and with immediate effect he is unable to continue in this role and as a Town Councillor due to the need to focus on rebuilding his business due to the impact of Coronavirus. Cllr Ball thanked the Town Council for the opportunities and the support he has been given. The Town Council said it understood the situation and thanked Cllr Ball for his contribution. It was agreed that the Deputy Mayor should be asked how he would prefer the Town Council to respond. Cllr Robinson asked for another volunteer to take over the weekly monitoring of the AED on the wall of the public toilets on Babylon Lane. Cllrs Buckley and Speers both agreed to be shown how to carry out the monitoring and will confirm how this responsibility will be covered at the next meeting.

### 3 Apologies for Absence

These were received from the Deputy Mayor, Cllr K O'Donnell who was on a short break and Cllr P Wilson had a meeting clash. These were accepted by the Town Council.

### 4 Minutes of the Meeting held on Monday 15<sup>th</sup> June 2020 were accepted as a true record. They will be signed by the Meeting Chair as soon as possible.

### 4.1 Matters Arising were noted as follows:

- Michael Coyne, CC Building Surveyor is awaiting the quote for the cost of the provision of the underground power supply to light the War Memorial. He has also indicated that subject to size no consent would be required for additional name plaques as he believes the Memorial is protected and not listed. Cllr Lowe questioned this and said she would look through her papers to clarify this.
- Cllr Buckley has published the Accessibility Statement on the Council's website.

### 5 Declarations of Interest: Cllrs Speers, Buckley and Lowe (as an AiB volunteer) declared an interest in item 8.3.

### 6 Items for Discussion

### 6.1 The small lit trees initiative was discussed based on committed orders and several know possibilities. It was agreed to aim for a minimum of 30. The Clerk reported no response beyond an acknowledgment from the NHS on whether their large tree outside Adlington Clinic on the Railway Road frontage could be lit ideally with a power source taken from inside the building to reduce the cost and the tree being pruned to shape it. If the NHS agree to the Town Council's request the resources to light the tree would have to be identified externally, or from within the Council's own budget or a combination of both. Adlington Carnival's proposed plans for a Christmas Fayre and Bingo in early December were discussed. Adlington Carnival has asked the Town Council to work with it to maximise the opportunities for the community at Christmas and with a view to a jointly agreed launch. The Clerk was asked to discuss this with Adlington Carnival and develop a draft timetable and process for the small lit trees to be installed.

- 6.2 The Town Council has been awarded a £5k grant by the Community Foundation for Lancashire (CFL) Covid 19 programme to set up and deliver support to help families with children who are struggling financially to feed themselves, initially during the school summer holidays. Working under the umbrella of Chorley Together, the Town Council has made contact with LW Storehouse which delivers the food bank in Chorley. L W Storehouse has said it will assist ATC by providing the food parcels using the funding secured by ATC. This would help LW Storehouse to extend its area of operation to engage with families in the South East Chorley area and, if required, to link them to other advice agencies for any additional support. Two of the six primary schools within the catchment area are known to have responded to the Town Council's request to identify families who might benefit from additional assistance through food parcels. The local churches, other local councils, and the key voluntary organisations in Chorley have all been asked to help to identify potential families who might need this type of support. It was agreed to increase the monthly petty cash float by £150 to £250 p.c.m. in the event that food parcels need to be purchased in emergency circumstances. If the Town Council is asked to help to deliver food parcels it was pointed out that each Councillor who offers to help must be insured for business as well as domestic purposes. CFL's grant conditions, monitoring and evaluation requirements were discussed. This includes the request to formally agree and date the Council's Safeguarding Policy and to appoint a Safeguarding Officer. Cllr Speers offered to become the Safeguarding Officer. It was agreed that a revised policy would be prepared for agreement at the August meeting.
- 6.3 It was reported that the Road Closure application has been submitted to Chorley Council. A meeting date was proposed, to be discussed with Cllr O'Donnell for a full Remembrance Sunday planning meeting. Once the date is agreed the Clerk would give both an in-advance notice of the proposed meeting date and circulate an Agenda nearer the time. It was agreed that Fr Arnold should be contacted to ask his views about whether a proposed Remembrance Service might be practical and in what form given the need to comply with social distancing requirements. Assuming that the Road Closure Order is confirmed and that the proposed event can proceed within social distancing guidelines, it was noted that approval to go out to tender to appoint a traffic management company would be required. Cllr Speers agreed to consider whether additional large lamp post poppies would need to be purchased.
- 6.4 Cllr Molyneux outlined Chorley Council's Emergency Tree Plan for Chorley Town 2020-2030. She explained that the Council wishes to identify potential sites where trees and shrubs could be planted to help to meet local climate change targets and carbon reduction measures. Several sites were proposed including: the land surrounding the King George V Playing Fields and the Jubilee Park Recreation Grounds; possibly two or three trees on land facing the Cardwell Arms on Chorley Road; Westhoughton Road near the entrance to Bonds Lane; the triangle of land at Mount Pleasant; on the banking of Station Road; on land that has been transferred to Chorley Community Homes around Acresfield, Windsor Avenue and the plot behind Grafton Street and Park Road if not already sold to individual nearby residents; the semi-circle on Harrison Road. These sites would be not all be suitable for large trees. Smaller bushes such as blackberry and red currant bushes would be planted if more appropriate.
- 6.5 Adlington Library is not yet open. Other local venues could be considered. However the current NALC and SLCC guidelines issued from 4 July 2020 strongly advise local councils to continue to meet remotely unless a council is unable to conduct its business without face-to-face contact. On this basis Cllr Speers advised that for the time being future Town Council meetings should be held remotely using online technology.
- 6.6 There was no other urgent business to consider.
- 7 Planning**
- 7.1 The Town Council considered application:  
**20/00499/FUL:** Construction of an embedded rock ramp fish pass at a low-head weir on the River Douglas at Canal Aqueduct Leeds and Liverpool Canal Over River Douglas, 60 Metres south of 1, Hanson Street, Adlington. The Council noted that the Canal and River Trust has not offered any comment. The Town Council has no comment or objection.
- 7.2 **It was resolved to leave these applications for neighbours' comments:**  
**20/00524/FULHH:** Part two storey and part single storey side extension (following demolition of existing attached garage) at 188 Park Road, PR7 4JX  
**20/00529/FULHH:** Erection of a detached two storey outbuilding at 5, Rigby Houses, The Common, PR7 4DP  
**20/00559/FULHH:** Single storey rear extension at 15 Highfield Road, PR6 9RH  
**20/00622/FULHH:** Single storey side/rear extension (following demolition of existing conservatory) at 30 Mayfield Avenue, PR6 9QE
- 8 Finance**
- 8.1 It was resolved to approve the statement of accounts and the budget review for June 2020 noting that there is no accrued interest for the month on the Higher Interest Account as the Bank Statement has not been received.
- 8.2 The Council approved the CIL 2019/20 report for issue to Chorley Council and for display on the website as part of the Council's 2019/20 financial year-end documentation.

8.3 The payment of the following accounts was approved:

|                    |                                                                           |         |
|--------------------|---------------------------------------------------------------------------|---------|
| C Bailey           | Net salary for July 2020 with a backdated increment increase to 1May 2020 | £336.40 |
| C Bailey           | Mileage – 20 miles @ 0.45ppm in June 2020                                 | £9.00   |
| C. Bailey          | Item 6.2- Increase the petty cash float by £150 to £250 p.c.m.            | £250.00 |
| EE                 | ATC Clerk's mobile invoice at 16 July 20, with VAT                        | £9.70   |
| Cllr Speers        | Reimburse Zoom online tele-conference subscription (month 3)              | £14.39  |
| Cllr Buckley       | Reimbursement of GoDaddy ATC domain name renewal                          | £14.39  |
| Adlington in Bloom | Payment of approved Community Award grant 20/21                           | £200.00 |

8 **Items for Information - None**

***The meeting closed at 8. 35pm.***