

Adlington Town Council

Minutes of the Meeting held on Monday 11th April 2022
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Present:

Councillors: Cllr Kevin O'Donnell (Town Mayor), B Speers, A Robinson, A Rothwell, A. Cross, J Lowe, N. Buckley, P Walkden, and S Clewlow

In Attendance: C Bailey (Clerk),

- 1 **Open Forum:** No items were raised for discussion. No members of the public were in attendance.
- 2.1 The Town Mayor expressed condolences following the death of the former Town and Chorley Borough Cllr Florence Molyneaux who had served for 36 years on the Town Council, including twice as the Town Mayor.
- 2.2 **Apologies for Absence** were received from Cllrs J Molyneaux, K Snape and P Wilson.
- 3 **Minutes of the Meeting** of Monday 21st March 2022 were proposed and seconded and signed by the Town Mayor.
- 3.1 **Matters Arising:** It was noted that:
 - 3.1.1 The replacement hanging baskets and the GN22 lamp post inspections should be completed by end May 2022.
 - 3.1.2 The Town Mayor has submitted a Freedom of Information request to LCC to ask when the last GN22 lamp post inspections took place.
 - 3.1.3 St Paul's Church, Social Club and Rivington and Adlington Band are booked for the Civic Service on Sunday, 26 June 2022.
- 4 **Declarations of Interest:** None.
5. **Items for Discussion:**
 - 5.1 The recommendations of the joint council Queen's Platinum Jubilee (QPJ) Working Group meeting of Wednesday 6 April 2022 were agreed that: QPJ pin badges would be given to all pupils (just under 1,000) in the four primary schools and four nurseries in the Adlington District only; a QPJ medallion will be given to each child taking part in the Primary Schools' Arts Competition, the Junior Football tournament and in the two Urban Freestyle Soccer youth engagement sessions during the 2-5 June; a small arts-related prize will be obtained for the winning portrait at each School and a football team trophy will be awarded for each age group in the QPJ football competition; the QPJ bookmarks will be given away at every QPJ activity that takes place in the District; the draft QPJ Trail programme will be delivered by 13 May 2022 and 3 QPJ banners will be obtained for display on the railings in the Village. All Councillors were asked to assist by attending some of the QPJ events, particularly to help to give out the souvenir gifts to participants. Cllr Speers as the incoming Town Mayor will arrange to attend each Primary School.
 - 5.2 The March household refuse skip collections at Harding Street and at the junction of Windsor Ave and Park Road were well supported, particularly the latter where vehicle access was easier. The involvement of Chorley Council's refuse collection staff was beneficial. Some items were re-cycled to St Catherine's Charity shop. The Town Council will ask Chorley Council to support a similar event in both locations in autumn 2022.
 - 5.3 The four nominations received for the Adlington Citizens' Award and the one nomination for the Stephen Higgins Junior Citizen Award were discussed. The nominees will be contacted and invited to be presented with their Award at St Paul's Club following the Civic Sunday Service on 26 June 2022.
 - 5.4 The Town Council agreed the dates for the 2022/ 2023 meeting calendar and for its main Events.
 - 5.5 The draft text of the Annual Report to Electors 2022 will be edited for approval at the Annual Town meeting on 9 May 2022.
 - 5.6 The LCC SPID Policy & Procedure were discussed and the Town Council agreed to respond to questionnaire.
 - 5.7 Nominations for the role of Deputy Mayor for the 2022/23 year to support the next Town Mayor were discussed. Cllr Nina Buckley accepted the nomination.
 - 5.8 It was noted that the Clerk would be away during June and cover arrangements were agreed.
 - 5.9 Under urgent matters the Town Mayor raised the following items which were agreed:
 - 5.9.1 The Mayoral Chain will be updated to add to it the names of the recent Town Mayors not yet listed, and
 - 5.9.2 Cllr Speers is arranging for her inauguration as the next Town Mayor to be held after the two Annual meetings on Monday, 9 May 2022 at Adlington Community Centre with light refreshments to be available.
 - 5.9.3 It was agreed that representatives of the Town Council should talk to residents in Railway View and Meadow Street about their concerns for continued access to their homes before the Town Council's 16 May meeting given that Lidl representatives have agreed to attend for an informal discussion of their proposals.
- 6 **Planning**
 - 6.1 There were no applications for the Town Council to consider.
 - 6.2 The following applications were noted but were left for neighbours to comment:

22/00178/FULHH: Part two storey/part single storey rear extension, 52, Westhoughton Road, PR7 4ET and
22/00298/CLPUD: A certificate of lawfulness for a proposed single storey rear extension at 47, Grove Farm Drive, PR6 9QS

- 6.3 It was noted that application 21/01416/FUL: 12 light industrial units on land South Of Mercer Court and east of Westhoughton Road, Adlington was refused consent at the Planning Committee meeting on Tuesday 29 March 2022.

7. Finance

- 7.1 The Town Council approved the statement of accounts and budget review as at 31 March 2022.
- 7.2 The Town Council agreed to increase the Mayor's annual Allowance from £750 to £850 in light of an estimated cost of living increase of 12.09% since 2017. As a result, the budget for 2022/23 financial year, which was approved on 6 December 2021, will be increased to £39,015.
- 7.3 The quote of £122 for the re-varnishing of the Community Noticeboard was accepted.
- 7.4 The Town Council noted the list of all ATC transactions in 2021/22 financial year as the basis for the year-end accounts. The Annual Governance & Accountability Return 2021/22 will be prepared with the Independent Auditor, APL Accountants Ltd for HCPC's approval at 16 May 2022 monthly meeting and the VAT 126 reclaim of £1,561.27 will be submitted to HMRC.
- 7.5 It was agreed that ATC would resolve with its Bank what remedial action is required following the automated 'wrong delivery' of the cheque made out to Adlington Scout Group for the delivery of the Update Newsletter and QPJ flyer.
- 7.6 The following payments were approved:

Clerk	Net administration and financial management for April 2022 based on 10 hours per week	£539.00
Clerk	Mileage:43 miles @ 0.45ppm in March 2022	£19.35
EE	ATC Clerk's mobile invoice dated 16 April 2022. EE has said there will be a 9.3% price increase (in line with the CPI, January 2022 rate of 5.4%) plus 3.9%. Payment terms are within 7 days. The actual total will be confirmed once the invoice can be downloaded, with any correction made in May.	Estimated £10.71
Reimburse petty cash to Clerk	Payment for the sourcing & replacement of perspex for Market Street Noticeboard (materials, travel and labour - £115); sourcing and replacement of a new back for the Community Noticeboard (£90, materials, travel and labour) following the completion of the work and 6 first and 6 second class stamps (£9.06)	£214. 06
EXP Design & Print Solutions	5,000 copies x 12pp A5 stapled QPJ Trail booklet with 350 grm gloss laminated silk cover and text 150grm silk	£981.00
Adlington & District Community Association	Room hire with bar on Monday 9 May 2022 from 7pm for Cllr Bev Speers' inauguration as The Town Mayor 2022/23	£20.00

8 Items for Information only:

- 8.1. Chorley Borough Council Notice of Elections to be held on Thursday 5 May 2022 has been circulated and displayed in the Notice boards. The list of candidates standing across the District has been circulated.
- 8.2 LCC Highway's team has replied to the resident's concern about the condition of the kerb at Church Street
- 8.3 Lidl representatives will present their store proposal for discussion at the 16 May 2022 meeting.
- 8.4 Cllr Robinson said that the AED at Babylon Lane has recently been taken out but was not required to be used.

The meeting closed at 8.35pm