

Adlington Town Council

Minutes of the Meeting held on Monday 20 November 2023
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Present:

Councillors: Cllrs N Buckley (Town Mayor), K Snape (Deputy Mayor), A Robinson, A Rothwell, B Speers, J Lowe, J Molyneaux, K O'Donnell, L Rennison, P Walkden and S Clewlow and C Bailey (Clerk)

1. **Open Forum:** No items for discussion.

2. **Declarations of Interest were received from:** Cllr Molyneaux for item 7 and Cllr Lowe for item 8.6

3. **Apologies for absence:** were received from Cllr A Cross.

4. **Minutes of the meeting:** of Monday 16 October 2023 were proposed, seconded, and signed by the Town Mayor.

5. **Matters arising for information only** were noted as:

5.1 The Light Adlington Order to date is for 40 small lit trees from 30 participants. Cllr Lowe said that one lit tree had not been installed as requested.

6. Items for Discussion:

6.1 There had been positive feedback about the lighting of the War Memorial. Concerns were that:

- The Memorial was lit all week as the remote operating application is still on order
- The civic guest list should be agreed at the event planning meeting
- The traffic marshals received conflicting instructions
- Two marshals have to be in position in advance to restrict access into the Community Centre car park
- The Guard of Honour is more appropriate outside the Church as some veterans stay longer at the War Memorial
- More refreshments should be bought next year and the bar should be open
- 5 lamp post poppies have been lost. The display will be reviewed possibly to limit it to the Parade route
- Once the procedure is issued, it should not be changed
- If the Town Council continues to attend the Remembrance Service in Chorley, the Town Mayor should consider whether to take a wreath to lay

6.2 The arrangements for the Carol Concert were agreed as:

- Attendance is weather dependant. 150 chairs were put out last year
- The hot pot supper has been ordered
- Two raffle prizes from local businesses are confirmed
- The risk assessment was agreed, noting that the reference to Covid 19 has been omitted
- The Town Mayor will buy the condiments and additional plates suitable for hot food

6.3 The judges' feedback from the Lancashire Best Kept Village Competition was discussed, with Chorley Council's offer to better time grounds maintenance in Adlington with Competition judging rounds and Cllr Cross's views that weeds do have a beneficial bio-diversity value for pollinators. Chorley Council's upgrade of the Jubilee Recreation Ground should help. The Town Council could promote next

year's Competition more and invite school children and other volunteers to help to ensure the Village is at its best during judging.

6.4 It was agreed that the contact with and the visibility of the Police in Adlington is inadequate with no pro-active neighbourhood policing policy. Police attendance at the Adlington Youth Group has lapsed. The positive relationship that PCSO Fern Jones was developing with young people has been lost. The Town Council at least should know who is in the rural east area policing team.

6.5 Cllr Snape said that Chorley Council is trying to raise awareness and to create opportunities for local councils to be involved to develop local action plans within its Carbon Literacy Project and is inviting online response to identify sites where air quality could be improved.

6.6 Cllrs Speers said that demand continues to be high; all volunteers are committed and willing to do what is required to successfully operate the Adlington Food Club; and both Tesco stores at Middlebrook and in Adlington are very supportive in supplying surplus foods.

6.7 Cllr Lowe reported that it will take some time to rebuild attendance levels at the Adlington Youth Club after its closure to allow Inspire to train and support new youth workers. Some young people are now attending sessions at Inspire in Chorley. The Steering Group will meet on 22 November 2023.

6.8 The bag of bulbs from Chorley Council will be offered to the Adlington Station Group and the two Primary Schools in the Village.

6.9 Under the Town Mayor's urgent business, it was reported that the Town Council has been invited to revise its application to the National Lottery Community Fund to request resources to support both the Adlington Food Club and Youth Group.

7. Planning:

7.1 There were no applications for the Town Council to consider.

7.2 Application 23/00880/CLPUD was noted but was left for neighbour comments.

8 Finance

8.1 The Town Council approved the 31 October 2023 account and budget reports relating to the UTB current account and the Town Council's RBS accounts, petty cash and the Credit Union.

8.2 The Town Clerk left the room whilst the Town Council discussed the proposals from the Finance Working Group to manage future expenditure as follows:

- The Clerk's hours will be reduced to 8 per week preferred to be delivered around set times to be discussed with the Town Mayor
- The Town Council will award the national 2023/24 NALC pay increase for local government workers, to be back dated from 1 April 2023

In line with Standing Order 82, the Town Council agreed to extend the meeting by 15 minutes

- As previously suggested, the Civic Sunday catering will be reduced from a buffet to light refreshments and the tables will be made more attractive
- The Town Council should consider purchasing an additional third loop at the back for better balance and to create space to continue to name the current and future Town Mayors on its chains to reflect the Town Council's own history.

- The need for Town Councillors, other than the Town Mayor to have printed meeting papers was questioned. The Town Council should comply with Equalities legislation in respect of Town Councillors as well as the public.
- Proposed expenditure will be discussed again at the January 2024 meeting
- Chorley Council requires the precept to be confirmed by 5 January 2024.

8.4 It was agreed to advertise the 2024 Community Awards and to follow the proposed timetable for approved grants to be paid at its 18 March 2024 meeting.

8.5 The transfer £1,500 from the Town Council's UTB Instant Access Account to the UTB Current Account was agreed to once monies have been transferred from the RBS Business Interest Account.

8.6 These payments were approved:

Clerk	November 2023 net administration and financial management payment	£483.50
HMRC	PAYE deducted from the gross payment to the Clerk	£121.00
Clerk	Mileage: 24 miles @ 0.45ppm during October 2023.	£10.80
EE Ltd	ATC mobile invoice dated 16 November 2023	£20.58
Rivington & Adlington Brass Band	Payment for the Remembrance Service (£375.00) and at the Town Council's Carol Concert (£275) as invoiced	£650.00
Reimburse Cllr Lowe	The purchase of wine at £31.50 & £19.50 on biscuits for the reception after the Civic Remembrance Service and £24.50 for plants for the Town Council's planters	£75.50
Reimburse petty cash	The purchase of a black & white and a colour HP ink cartridge	£87.29
SJP Traffic Management Ltd	In advance signage & attendance to manage the closure of Railway Road for Adlington and District Civic Remembrance	£696.00

9. Items for Information: None

The meeting closed at 21.10 pm.