

## **Adlington Town Council**

Minutes of the Meeting held on Monday 21 August 2023

in Adlington Library, Railway Road, Adlington commencing at 7.15pm  
Lynne Rennison, the applicant for co-option to the Town Council read out and signed the Declaration of Acceptance of Office and was welcomed to the Council

### **Present:**

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

1. **Declarations of Interest were received from:** Cllr Molyneaux for item 7 and from Cllr Buckley for item 8.4

2. **Open Forum:** no items for discussion

3. **Apologies for absence:** were received from Cllrs A Rothwell and S Clewlow

4. **Minutes of the meeting:** of Monday 17 July 2023 were proposed, seconded, and signed by the Town Mayor.

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

5.1 Adlington & District In Bloom's offer to sponsor two pairs of hanging floral half baskets on two lamp posts in the Village as part of the 2024 year display was gratefully accepted.

5.2 LCC is considering the request for extra temporary bus stops and better road closure signage in the Village during the proposed follow-on work on Bolton Road, Anderton planned for 23-27 October 2023.

5.3 Other updates were noted as:

- LCC Highways repair of the depression reported on Granville Street
- Electricity N W Ltd has repositioned the bus timetable as requested
- LCC Highways will include on-street parking at the junction of Mayfield Avenue with Railway Road in its monitoring of compliance in the Village
- Chorley Council's Public Protection team and the Police are dealing with the anti-social behaviour including the bikers in the Jubilee Recreation Ground
- The External Auditor has asked for clarification on the Council's financial procedures following last year's update valuation of the Mayoral chains
- Chorley Council is supporting Fairview Youth and Community Centre Management Committee (FYCCMC) with the public health and safety concerns from the contract delay to the extension of its car parking provision.

### **6. Items for Discussion:**

6.1 In response to the reply from LCC's Cabinet Lead for Highways and Transportation, Cllr Swarbrick, to the Town Council's concerns about inadequate enforcement of parking and traffic speed restrictions in the Village, the Council will ask for clarification of the data available to it for monitoring purposes from the SpID on Railway Road

6.2 The 20 July Eastern Parishes Neighbourhood Area meeting reviewed the positive progress on all the Priority Grant funded projects in Adlington. The Grafton Street Alleygates will be installed having been delayed by an objection

6.3 Cllr Speers said that the first Adlington Satellite Youth Club Steering Group meeting had gone well; will be expanded to include youth attendees; and FYCCMC will provide banking support until it becomes a separate entity. It is

hoped that the Town Council's application to the National Lottery Community Fund will contribute towards capacity building and continuation of core funding as the Club develops to pro-actively support both younger and older aged teenagers.

6.4 The National Lottery Community Fund grant application was agreed to be split between support to continue to develop the Adlington Satellite Youth Club and the Adlington Food Club by facilitating networking, training and capacity-building.

6.5 The Town Council accepted the recommendations of the Website and Communications Working Group meeting of 15 August 2023 that:

- The Social Media and the Councillor Code of Conduct Policies should be reviewed and updated to achieve complete separation of the council affairs,
- A six month trial engagement with the public by responding directly to social media posts will be monitored, and that
- As a local authority, the Town Council must have a .gov.uk domain name and an appropriate host provider which will incur additional costs not budgeted for.

6.6 One of the six traffic management companies who have quoted to be appointed to manage the afternoon closure of Railway Road during the Civic Remembrance Service on Sunday 12 November 2023 will be contacted to finalise the requirements and cost. An Event Planning Group meeting will be arranged.

6.7 The Town Council will finalise the Light Adlington 23 leaflet to invite shops, businesses and community organisations to pay for a small lit tree on their premises. The publicity will be from late August - 30 September 2023. The tree supplier will deal with the orders, the financial administration and their display.

6.8 It was agreed to apply for the LCC £300 bio-diversity grant £300 in 2023/24 financial year to be used to support the activities of the Adlington Uniformed Youth Groups.

6.9 The proposed content, preparation timetable and distribution of the Autumn Update Newsletter were agreed. The copy will be finalised at the next meeting.

6.10 The Town Council noted Chorley Council's revised proposals to improve the Jubilee Recreation Ground and the public consultation event. Chorley Council will be invited to update on the outcome of the public consultation at its next meeting.

6.11 The Town Council regrets that it is unable to make a financial contribution to support the Chorley & South Ribble Shopmobility initiative.

6.12 The Town Council agreed to the Town Mayor request to approve two additional payments:

- £500 as the deposit to open the Town Council's online bank account with Unity Trust Bank and to
- Re-imburse the Town Mayor for the Go Daddy web host standard SSL Certificate annual renewal at £89.99

## 7. Planning

7.1 The Town Council considered application 23/00656/FUL to erect an additional storey above existing employment building at Adlington Central Business Park, Railway View, Adlington. There was no objection providing the proposal does not impact adversely on neighbouring properties.

7.2 The two householder applications were noted and left for neighbour comments:

**23/00666/CLPUD:** Application for a certificate of lawfulness for a proposed single-storey rear extension at 7, Field Rose Court, PR6 9SS

**23/00636/FULHH:** Rear garden boundary fence to a maximum height of 2.19m (Retrospective) at 17, Fairview Drive, PR6 9SB

## 8 Finance

8.1 The Town Council approved the accounts and budget reports as at 31 July 2023.

8.2 The application for an online current and saver account with the Unity Trust Bank has been submitted. Additional information is requested to support the application.

8.3 The draft Review of the Town Council's Procedure for Online Banking was agreed in principle as reflecting its Standing Orders and Financial Regulations, pending clarification of the bank's own requirements.

8.4 These payments were approved:

|                               |                                                                                       |         |
|-------------------------------|---------------------------------------------------------------------------------------|---------|
| Clerk                         | August 2023 net administration and financial management payment                       | £483.70 |
| HMRC                          | PAYE deducted from the gross August 23 payment to the Clerk                           | £120.80 |
| Clerk                         | Mileage: 36 miles @ 0.45ppm during July 2023.                                         | £16.20  |
| EE Ltd                        | ATC Clerk's mobile invoice dated 16 August 2023                                       | £20.58  |
| Adlington & District in Bloom | The Town Council's annual 2023 planter sponsorship (one large and two small planters) | £200.00 |
| Adlington Town Council        | Deposit to open an online current bank account with the Unity Trust Bank              | £500.00 |
| Reimburse Cllr Buckley        | Go Daddy web host standard SSL Certificate annual renewal fee                         | £89.99  |

## 9. Items for Information:

9.1 Cllr Speers informed the Council about a student cycling questionnaire to support an A level qualification which other Councillors may wish to respond to raise awareness of the local need for and potential opportunities to provide more safe and green cycling routes in Adlington.

*The meeting closed at 20.32 pm.*