

Adlington Town Council

Minutes of the Meeting held on Monday 16th May 2022
in Adlington Library, Railway Road, Adlington commencing at 7.15pm

Present:

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

In Attendance: C Bailey (Clerk).

Representatives from Lidl: Justin Mortimer, Senior Acquisitions Consultant and project lead, Jo Ibbotson (SCP Transport – transport consultant), Chris Smith (Plan A – planning consultant), Scott Royal (Royal Pilgrim Communications – communications, consultation and stakeholder engagement) and Grant, the Regional Operational Manager.

14 members of the public signed the meeting register for the Open Forum discussion about Lidl's Supermarket planning application at Market Place, Adlington.

1 Open Forum:

The five Lidl representatives:

- Summarised Lidl's their reasons behind & proposals for a new store in Adlington & for the site
- Said the pre-planning application community consultation feedback (online and postal) was supportive to add to local shopping choice and to reduce some travel to shop journeys.

The specific issues identified relate to:

- Whether a legal right of way does still exist for the residents through the current carpark and how this might be safeguarded.
- Whether the submitted plan is correctly located in terms of the local street names used.
- The use of land that was previously identified as common land / marketplace.
- The local impact on traffic movement that the proposal might generate, with reference to access and safety, the adequacy of on-site parking; access for store deliveries and for residents to and from their homes, highlighted in the local prepared traffic plan (available).

The Town Mayor:

- Thanked the Lidl representatives and residents for attending.
- Confirmed that the Town Council would continue to be engaged to support local residents.
- The addendum and enclosures which give more details will be made available to the LPA and Lidl
- Said that an on-site meeting will be requested with the LPA.

2. **Apologies for Absence** were received from Cllrs A Robinson, J Molyneaux, K Snape and P Wilson.

3 **Minutes of the Meeting** of Monday 11th April 2022 were proposed, seconded and signed by the Town Mayor.

3.1 **Matters Arising:** It was noted that:

- 3.1.1 Cllr O'Donnell will circulate the LCC Freedom of Information response received relating to the previous GN22 lamp post inspections in Adlington.
- 3.1.2 Cllrs Lowe and Robinson visited the RBS Bank on 29 April 2022. They stopped cheque 1723 for £300 issued to Adlington Scout Group as 'lost' by the Scout's bank at no charge to ATC. Cllrs Lowe & Robinson issued a replacement cheque 1734 which has been given to the Scouts to cash.
- 3.1.3 The 80 half baskets for the 40 lamp posts in Adlington have all been delivered to Chorley Council and will be on display from 26 May 2022.

4 **Declarations of Interest:** The Clerk in item 7.10 and the Town Mayor in items 7.11

5. **Items for Discussion:**

5.1 The recommendations of the joint council Queen's Platinum Jubilee (QPJ) Working Group meeting of Wednesday 3 May 2022 were agreed:

- The overall net cost incurred of £4,918 was approved.
- The proposed cost split to be requested from APC and HCPC were noted.
- The QPJ souvenir gifts will be given out at the four Primary Schools in the District and will be made available at each listed QPJ Trail activity.
- Local councillors are invited to the joint council photo to be taken outside the Library to launch the QPJ activities and are encouraged to make themselves known at the QPJ activities.

- 5.2 The Town Council's updated Risk Management Register was agreed.
- 5.3 The arrangements for the Civic Sunday Service and presentation of Citizen Awards on 26 June 2022 were finalised. All five nominees have accepted their Award: three confirming their attendance. The Clerk will make arrangements for the joint Award to be issued.
- 5.4 The Town Mayor agreed to consider the following urgent matters:
- 5.4.1 That the balance transfer request under item 7.2 be approved at £12k given the value of the current unpresented cheques and the cheques to be approved in 7.11.
- 5.4.2. There are two additional cheques relating to item 5.1 above to be authorised: a £200 donation to Living Waters Storehouse (Chorley Foodbank) and for the cardboard boxes at £18.95 required to transport the QPJ souvenir items to each QPJ activity listed in the joint council Trail Programme.

6 Planning

- 6.1 **22/00483/FULMAJ:** Erection of Class E(a) retail store, car parking & servicing areas, landscaping, access & associated works following demolition of existing buildings at Fairport Engineering, Adlington Mill, Market Place, PR7 4EZ There were no applications for the Town Council to consider. The issues arising from the Open Forum discussion will form the Town Council's response to the LPA with the detailed Addendum and enclosures attached to these minutes.
- 6.2 The following applications were noted but were left for neighbours to comment:
- 22/00474/FULHH:** Single storey side extension including raised patio and low level wall, replacement of roof tiles, render finish to external walls, and replacement UPVC windows at 16, Belmont Road, Adlington, PR6 9PT
- 22/00439/FULHH:** Single storey side extension at 18, Castle Drive, PR7 4EA
- 22/00377/FULHH:** Single storey rear extension at 9, Granville Street, PR6 9PY
- 22/00367/FULHH:** Erection of a detached garage at 22, Mount Pleasant, PR6 9RR

7. Finance

- 7.1 The Town Council approved the statement of accounts and budget review as at 29 April 2022. The Clerk has identified budget headings to accommodate the additional expenditure agreed at 21 March 2022 meeting for the replacement lightweight hanging baskets and the LCC GN 22 lamp post inspections. These costs together with the approved expenditure of the CIL monies and commitment to the A & D QPJ Trail made in the previous financial year will all be met from the Town Council's reserves. The Finance Working Group will need to consider the impact of this in proposing the precept for 2023/24 financial year.
- 7.2 The Town Council approved the transfer of £12,000 from the Business Instant Access Reserve Account to the Current Account
- 7.3 The Town Council approved the Independent Internal Audit of the Annual Governance and Accountability Return (AGAR) Form 3 2020/21 year-end accounts (page 3) and accepted the Accountant's observations in the email dated 10 May 2022 for implementation.
- 7.4 The value of the Asset Register on 21 February 2022 was approved for inclusion in Section 2, AGAR 2021/22 (page 5). It was noted that for insurance purposes the value of the Mayoral chains should updated.
- 7.5 The CIL 2020/21 year-end Report confirms the Town Council has spent all its CIL towards the upgrade of the KGV Playing Fields. The Report was signed for issue to Chorley Council and for display on ATC's website.
- 7.6 The Town Council approved the Annual Governance Statement 2021/22 (Section 1 AGAR – page 4) which signed by the Town Mayor and the Clerk.
- 7.7 The Town Council approved the Accounting Statement 2021/22 (Section 2 AGAR – page 5) which was signed by the Town Mayor.
- 7.8 The Town Council agreed to forward Section 3 External Auditor's Report and Certificate 2020/21 (page 6) for completion by the External Auditor PKC Littlejohn and agreed to comply with subsequent Public Notice requirements once a response from the External auditor is received.
- 7.9 The Town Council agreed the timetable for public display of the Town Council's year-end accounts at 31 March 2022 from Monday 6 June to Friday 15 July 2022.
- 7.10 The Town Council Clerks salary award:
- The National Association of Local Councils National Salary Award for 2021/22 published on 2 March 22 was noted
 - The Town Council agreed the payment of the Clerk's salary at the new rate for spinal point 16 from June onwards
 - The cost of the back pay for 14 months from 1 April 21 to May 2022 will be confirmed for payment in June 2022
 - The gross May salary has been calculated in 7.11 at the hourly rate in force prior to the issue of the salary award.
 - The revised hourly rate from 1 April 21 will be the basis of the Clerk's monthly payment in future.

7.11 The following payments were approved:

Clerk	Net administration and financial management, May 2021 at pre-1 April 2021 salary rates (1736)	£517.80
Clerk	Mileage: 37 miles @ 0.45ppm in April 2022 (1737)	£16.65
EE	ATC Clerk's mobile Invoice at 16 May 2021 (1738)	£10.69
Cllr Beverley Speers	Reimbursement for 200 medallions, with QPJ customised Centre and red, white & blue ribbon from Trophies & MedalsR4US, with VAT & delivery invoice dated 12 April 22 (1739)	£590.41
Cllr Beverley Speers	Reimbursement for 185 medallions, with QPJ customised Centre and either purple or red, white & blue ribbon from Trophies & MedalsR4US, with VAT & delivery invoice dated 14 April 22 (1740)	£429.58
Cllr Beverley Speers	Reimbursement 4 Trophies for AJFC QPJ Football Tournament, with VAT & delivery dated 12 April 2022 (1741)	£70.99
Cllr Beverley Speers	Reimbursement of 3 A&D QPJ Banners to promote the QPJ Trail activities with VAT, dated 29 April 2022 (1742)	£81.00
St Paul's PCC	Local councils contribution towards event infrastructure and children's entertainment costs of St Paul's QPJ Family Fun Days (1743)	£1,000
Lancashire County Council	40 GN22 lamp post column inspection/testing charges to allow hanging basket display, with VAT (1745)	£2,640
G Burley & Sons Ltd t/a Plantscapes Ltd	Invoice 14010103 dated 22.4.22 for 20 half baskets, delivery & VAT (1746)	£1,029.60
G Burley & Sons Ltd t/a Plantscapes Ltd	Invoice expected dated 26.4.22 for 60 half baskets, VAT and delivery based on quote received. (40 already with Chorley Council – 20 to follow by mid-May 2022) (1747)	£2,980.80
J Makinson	Repaint and re-varnish the Community Noticeboard (1748)	£122.00
Adlington Scout Group	Delivery of 3,000 QPJ Trail programme booklets in Adlington (1749)	£300.00
Cllr Beverley Speers	The Town Mayor's Annual Allowance as approved at the ATC Annual Meeting on 9 May 2022 (1750)	£850
Cllr Beverley Speers	Reimburse the Town Mayor's Inauguration catering and refreshment costs, 9 May 2022 (1751)	£304.20
Christine Bailey	Reimburse petty cash – 25 QPJ lamp post signs (£115.59) and Stationery (£6.75) (1752)	£122.34
Information Commissioner	ATC data protection annual renewal from 22 June 2022 (1753)	£40.00
Cllr Beverley Speers	25 Boxes for QPJ souvenir gifts per activity/Event, with VAT (1744)	£18.95
LW Storehouse	Joint Council QPJ donation for treats for children in the Adlington & District area (1754)	£200.00

8 Items for Information only:

- 8.1. LCC rescheduled proposed temporary nightly road closure on Bolton Road, Anderton on 18.07.22 – 29.07.22 to enable repair works to a collapsed retaining wall to be carried out by LCC Bridges.
- 8.2 The next Chorley Liaison meeting will be on Wednesday, 20 July at 6:30pm as a hybrid: online or at the Town Hall

The meeting closed at 9.35pm