

Adlington Town Council
Members of the Council are summoned to the Adlington Town Council Meeting to be
held on Monday 20 April 2026 at 7.15pm in
Adlington Library, Railway Road, Adlington, PR6 9RG

1		Open Forum: <i>Members of the public may make representations and raise issues of local concern during the Open Forum. In advance notification to the Clerk would be appreciated. Please note that the Town Council cannot make any decision at this meeting which has not already been included on the formal published meeting Agenda. Matters discussed in the Open Forum may be considered at a future meeting.</i>
2		To receive Apologies for Absence
3		To receive Declarations of Interest
4		To consider and approve the minutes of Monday 16 March 2026 meeting (enclosed)
5		Matters Arising: for information only as received
	5.1	The jointly signed copy of the LCC Tenancy at Will for the two Notice boards on Railway Road has been received from LCC
	5.2	Chorley Council is progressing the replacement of the community notice board
	5.3	The LCC Young Person's Champion grant has been passed to Inspire for the AYG.
6		Items for Discussion
	6.1	To formally accept the resignation of Cllr Cross and to advertise the vacancy under the 14 day Section 87(2) procedure (enclosed) following the recent guidance from Chorley Council and to review the role of a Town Councillor agreed 15.11.21 used to support co-option vacancy enquiries (enclosed)
	6.2	To receive an update on the Town Clerk vacancy: applications received, assessment and interview arrangements and preparation for the hand over
	6.3	To review the transition to the gov.uk web and email facility, progress and target for completion from the 1 April online Web, Communications and Social Media Group meeting and the Group's recommendation to continue with the current Social Media policy with Twitter replaced by X as the only change proposed by the Group (notes circulated 2.4.26)
	6.4	To discuss the £500 LCC Parish Champion's Grant approved on 8 August 2025 to be spent within 12 months and the initial cost quotes from the notice board supplier recommended by Chorley Council
	6.5	To consider the Community Asset transfer guidance based on online guidance (enclosed) and as requested from Chorley Council (to follow)
	6.6	To progress the arrangements for household waste skip event on Saturday 6 June 2026 from 9am-12 noon (draft flyer to follow)
	6.7	To consider the nominations received for the 2026 Citizen Award and the Jr Citizen Award (enclosed)
	6.8	To invite nominations for Deputy Mayor in the 2026/27 civic year
	6.9	To discuss the arrangements for the Town Council's Civic Service and informal gathering on Sunday 28 June 2026 with no charge to use St Paul's Church Social Club
	6.10	To discuss the invitation from Adlington Community Events for the Town Council to have a stall at the July 2026 Adlington Carnival (enclosed)
	6.11	To receive an update from the Town Mayor from the 18 March Chorley Liaison meeting
	6.12	To receive an update from Cllr O'Donnell as Chair, Adlington Youth Steering Committee on

		the response to the request for volunteers event held on 11 April 2026	
6.13		To discuss the recording of, maintenance and signage of Public Right of Ways in Adlington	
6.14		To discuss any Urgent Business agreed by the Town Mayor:	
7		Planning	
7.1		For information and comment: None	
7.2		Applications to be noted and proposed for neighbour comment: 26/00318/FULHH: Single storey front extension with pitched roof over existing garage at 8, Granville Street, PR6 9PY 26/00275/FULHH: Single storey rear extension with pitched roof over existing flat roof side extension (following demolition of existing conservatory) at 16, Balmoral, Adlington, PR7 4EL	
8		Finance:	
8.1		To approve the statement of accounts and budget reports at 31 March 2026 (enclosed) as the basis for the year-end accounts for the Independent Audit and to note the additional interest accrued in the Credit Union Account	
8.2		To discuss the Town Council's credit card at Cllr Robinson's request and the management of the change of Card administrator	
8.3		To note sponsor enquiries for up to 5 pairs of floral lamp post baskets have been received	
8.4		To approve the transfer of £2,000 to the current account towards payments in 8.6 below	
8.5		To confirm the re-joining of Lancashire Association of Local Council's (LALC) at the reduced year 1 rate of £457.61 paid on 31 March 2026 within the 2025/26 year-end accounts	
8.6		To approve the online payment of the following accounts:	
	Clerk:	The net administration and financial management at 8 hours per week for April 2026	£446.04
	HMRC	PAYE deducted from the gross payment to the Clerk	£111.40
	Clerk:	Reimburse 28 miles @ 0.45ppm March 2026	£12.60
	EE Ltd:	ATC mobile monthly invoice available online from 16 April 2026	£14.39
	Barclay's Bank credit card 23.3.2026 statement	Payment in full by direct debit on 17.4.26 of Go Daddy .co.uk monthly payment for Clerk's email at 25.2.26 (£17.99) and 201* Reseller 50 digital goods (£47.99)	£65.98
	LALC	New councillor online training session – for Cllr Jones on 9 April 2026 at the members rate	£40.00
	Adlington & District Community Association	Hire of the main hall as a venue for the Adlington District Remembrance (£10 as a one third share) on Sunday 8 November 2026 and for the Town Council's Carol Concert on Monday, 14 December 2026	£37.50
	Royal British Legion Poppy Shop	50 large lamp post poppies to replace the damaged and to extend the display on Railway Road at £5 per poppy as requested by the volunteers	£250.00
	Reimburse petty cash	A large first class post (£3.15) to post the LCC Tenancy at Will and ream A4 copier paper (£4.90)	£8.05

9		Items for information: None to date
---	--	--

Please contact the Clerk for any issue of local concern to be discussed by the Town Council at this or a future meeting and/ or to notify you wish to attend an Open Forum session to speak directly to the Town Council. Please email: clerk@adlingtontowncouncil.gov.uk or ring/text: 07896 729646. Thank you. Christine Bailey, Clerk to Adlington Town Council