

## **Adlington Town Council**

Minutes of the Meeting held on Monday 20 October 2025

in Adlington Library, Railway Road, Adlington commencing at 7.15pm

**Present: Town Councillors:** Cllrs S Clewlow (Town Mayor), A Rothwell (Deputy Mayor), A Robinson, A Cross, D Jones, J Lowe, J Molyneaux, K O'Donnell, K Snape, L Rennison and C Bailey (Clerk)

1. Open Forum: none

2. **Apologies for absence** were received from: Cllrs B Speers and P Walkden

3. **Declaration of Interest:** was made by the Clerk for item 6.6, Cllr Cross for item 6.13 and Cllr Molyneaux for items 7.1 and 7.2.

4. **Minutes of the meeting:** of Monday 22 September 2025 were proposed, seconded and signed by the Town Mayor.

5. **Matters arising:** The Town Council:

5.1 Asked for more information on how many benches were previously in the KGV playing fields, current numbers, and whether the views of informal walkers as well as residents have been considered in the public consultation about reinstatement.

5.2 Noted that Open Reach has replaced the cover on the lamp post on the A6 near the industrial estate

5.3 Noted that the recent works to the front of the Retreat which is a listed building do require planning consent, and

5.4 Members of Adlington Carnival Committee have secured an appropriate location in the Village for the proposed memorial to the late Queen

6. **Items for Discussion:**

6.1 The arrangements for the Adlington District Remembrance Sunday on 9 November 2025 were finalised to include the briefing for the volunteer traffic marshals, the set up and serving of refreshments and for the lighting of the War Memorial for one week from 4pm onwards that day. The UYG rehearsal will be on Tuesday 4 November at 6pm in St Paul's Church.

6.2 The Town Council agreed the transfer to use the gov.uk web-site and generic email facilities from Monday 5 January 2026. Cllr Rothwell will host a Zoom online training session on Wednesday 22 October at 7pm for volunteers to learn how to upload content to the new website. Details of this will be circulated. A detailed timetable will be agreed to inform Town Councillors when to access the meeting papers and weekly emails.

6.3 The draft proof of the extended Autumn 25 Update newsletter was agreed. Cllr Speers was thanked for putting it all together. Once finalised, 3,200 copies will be requested based on the stapled booklet cost quote option at £698.25.

6.4 The Finance Working Group will meet on Wednesday 12 November at 7.30pm in FY&CC to consider the draft budget for 2026/27 financial year, to review the Financial Regulations, the application and poster for the 2026 Town Council Community grants scheme and other financial matters.

6.5 The arrangements for the Town Council's Carol Concert on Monday 15 December 2025 from 7.30pm in Adlington & District Community Centre were agreed to comprise mince pies and a raffle in aid of the Town Mayor's charity. Cllr Lowe will confirm seating capacity. Cllr Cross will provide a card reader for online donations. The Town Mayor welcomes the donation of raffle prizes and help on the evening. Cllr Speers was thanked for designing the poster.

6.6 The Clerk left the room. The Town Council accepted the resignation of the Clerk, and thanked her for giving in-advance notice to allow for a replacement to be appointed. A Sub-Committee will meet in early November to progress this.

6.7 Cllr Snape reported on key points discussed at the 15 October Chorley Liaison meeting as:

- Grey Belt Guidance as developers are seeking 'permission in principle' to build new homes, mainly small plots in advance of the adoption of the Central Lancashire Local Plan and

formal demonstration of a 5-year supply of housing;

- The boroughwide Article 4 direction to remove permitted development rights on the conversion of dwelling houses (Use Class C3) into Houses in Multiple Occupation (HMOs) for up to six residents (Use Class C4). Other types of non-standard accommodation such as supported housing and children's homes as use class C2 (residential institutions) are outside of the HMO definition; and
- Discussion of the consultation on current options for Local Government re-organisation. The LALC Chorley Area Committee meeting on Monday, 3 November will also discuss the proposals for local government re-organisation.

6.8 Cllr O'Donnell said he has assessed the Railway Road Speed Indicator data from 2023-25. Average speeds are 25-26 mph due to on-street parking. One reached 80mph, but this could have been during the night. Cllr O'Donnell said the device needs to be repositioned to be nearer the Adlington and District Community Centre and/or Grove Farm Drive. Cllr O'Donnell will contact James Walker, Chorley Council Community Safety Partnership about this.

6.9 It was agreed that Cllr Lowe should allocate the bag of daffodil bulbs given to it by Chorley Council amongst the two Primary Schools, Adlington Scout and Adlington St Paul's Guide groups, and the Library Gardening Group.

6.10 LCC Social Services is carrying out a public consultation to review its assets to make cost savings. This includes 16 Care Homes and 5 Day Care centres, including Grove House Residential Care Home. Grove House is 96% full; has a waiting list; is in good maintenance and repair, and operates as a facility rooted in the Adlington community. Cllr Snape will forward a link to the consultation. She asked that the community do as much as it can to demonstrate support and the need for this Home.

6.11 The revised Standing Orders were approved, subject to the correction of paragraph 52's reference to Chairmen and that 'they' replace 'he' throughout.

6.12 Although Chorley Council seems to have listened to some local concerns, the Clerk was asked to press for a reply to the issues raised at the Town Council's September meeting about the potential costs, the procedures and capacity to address the health and safety matters in Adlington Cemetery within the timetable.

6.13 Under Town Mayor's Urgent Business the results of the Lancashire Best Kept Village 2025 were announced with congratulations for: The Rail Weigh as Joint winner of the Shops category; Deighan's Funeral Parlour as Runner Up in the Commercial category and Adlington Primary School as Highly Commended in the Schools and nursery category.

## 7. Planning

7.1 The Town Council noted the emails received that:

- LCC Planning department has been notified by the Planning Inspectorate that it has received an appeal hearing request for a public enquiry in respect of the refusal of planning consent for the proposed Anaerobic Digester plant, off Wigan Lane
- The owner of the Retreat has said a retrospective planning application will be submitted for consent to the external works which have recently taken place as within the grounds of a listed building.
- Three households have expressed concern about a recent on-site notice for a proposed digital communication mast to the north west of 53 Daisy Hill Drive, PR6 9NE which the Local Planning Authority has investigated pending formal notification of the proposal being submitted.

7.2 These applications were noted and proposed for neighbour comment:

- 25/00934/FULHH: Single storey side/rear extension at 48, Chorley Road, PR6 9LJ
- 25/00906/FULHH: single storey side extension at 22 Windermere Drive, PR6 9PD
- 25/00870/FULHH: single storey rear extension at 27 Westhoughton Road, PR7 4EU
- 25/00900/NOT: Intention to install a 9m telegraph pole on grass verge side of 106, Babylon

Lane, PR6 9NP

**8. Finance**

- 8.1 The 30 September 2025 account and budget reports were approved.
- 8.2 The imminent receipt of £28,020.07 in Community Infrastructure Levy (CIL) money from Chorley Council within October 25 was noted. A CIL payment of £599.58 was received on 22 April 2025. CIL annual total to date will be £28,619.65.
- 8.3 The transfer of £1,000 to the current account to meet the payments in 8.4 below was agreed.
- 8.4 These payments were approved to be paid from the online UTB current account:

9.

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|-------------------------------|------------------------------------------------------------------------------|---------|
| Clerk:                        | October 2025 net administration and financial management at 8 hours per week | £433.09 |
| HMRC                          | PAYE deducted from the gross payment to the Clerk                            | £108.40 |
| Clerk:                        | Reimburse 16 miles @ 0.45ppm September 2025                                  | £7.20   |
| EE Ltd:                       | ATC mobile monthly invoice,16 October 2025                                   | £14.39  |
| Barclaycard 23.9.25 Statement | Go Daddy monthly payment for Clerk's email                                   | £16.79  |
| Reimburse petty cash          | 1 black & 1 colour ink cartridge                                             | £51.21  |

**Item for information** – none  
*The meeting closed at 20.57pm.*