

Adlington Town Council

Members of the Council are summoned to the Adlington Town Council Annual Meeting to be held on: Monday 11 May 2026 to start at 7.30pm in Adlington Library, Railway Road.

Agenda

1. To elect a Town Mayor and receive the Declaration of Acceptance of Office
2. To receive apologies for absence
3. To approve the minutes of the previous year's meeting of 12 May 2025 (enclosed)
4. To receive declarations of interest
5. To receive comments from the retiring Town Mayor from the 2025/26 year
6. To invite nominations to elect a Deputy Mayor and receive the Declaration of Acceptance of Office
7. To approve the Town Mayor's Allowance of £850 to be authorised for payment at 18 May 2026 monthly meeting
8. To re-affirm the Council's eligibility for the General Power of Competence (Localism Act 2011) as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012
9. To launch the Town Council's new website developed by Cllr Rothwell, as Deputy Mayor in the 2025/26 year
10. To review and accept the Town Council's existing policies as (enclosed):
 - Standing Orders, updated and approved 20.10.25
 - Financial Regulations, updated and approved 17.11.25
 - Model Publication Scheme, updated and approved 16.3.26
 - Freedom of Information Act (FoIA) 2000 Policy, approved 16.3.26
 - Privacy Policy, updated and approved 16.3.26
 - Privacy Notice- public, updated and approved 16.3.26
 - Social Media Policy updated and approved 16.3. 2026
 - Code of Conduct, updated and approved 28.9.23
 - Risk Assessment – property management updated and approved 23.10.22
 - Safeguarding Policy for children and vulnerable adults, approved 17.5.21
 - AED Risk Assessment, approved 15.3.21
 - Health and Safety policy
 - Complaints procedure, and to
 - prepare and approve IT related policies for website compliance - Draft Cookies Policy, IT and Accessibility Policies for discussion at a future monthly meeting
11. To appoint members to the following Working Groups:
 - Finance
 - Planning
 - Streetscene
 - Website & Communications
12. To appoint representatives to the following outside bodies:
 - Chorley Council Liaison Meeting
 - Chorley Council Eastern Parishes Neighbourhood Area Group
 - Adlington & District Community Association
 - Adlington & District in Bloom Action Group

- Lancashire Flood Action Group
13. To agree the delegation of powers to the Clerk to:
 - Report minor maintenance issues to the relevant authority on the Council's behalf
 - Request extensions to planning consultation dates where these fall between meetings.
 14. To agree dates of meetings and the civic calendar for 2026/27 (enclosed)
 15. To note the appointment of a Clerk and Responsible Financial Officer (RFO), the proposed date of commencement of this appointment, the hand over timetable and to agree to approve policies in support the Clerk's employment contract at a future monthly meeting
 16. Items for Information

Please contact the Clerk if you want any further information or wish to attend this meeting.

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