

Adlington Town Council

Members of the Council are summoned to the Adlington Town Council Meeting to be held on Monday 20 July 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 15 June 2026 meeting (enclosed)
5		Matters Arising:
6		Items for Discussion
	6.1	Review arrangements for the Civic Service on Sunday 28 June 2026, including Citizens Awards and the format of the day.
	6.2	Receive an update on the 13 July 2026 meeting with Anderton St Joseph's Scout Group and consider next steps
	6.3	Receive an update on the 13 July 2026 Finance Working Group meeting about the review of financial management and accounting systems and consider next steps
	6.4	Discuss Police presence and activity in Adlington.
	6.5	Discuss Road safety and Parking concerns
	6.6	Discuss the Community Calendar initiative (report enclosed).
	6.7	Update on Light Adlington (report enclosed)
	6.8	To discuss Tap-and-Pay Solution for Adlington Town Council (report enclosed)
	6.9	To consider the appointment of a Lead Councillor for Safeguarding to provide governance oversight of safeguarding matters and support compliance with the Council's Safeguarding Policy.
	6.10	To consider the Councillor and officer working protocol (protocol enclosed)
	6.11	Receive feedback from the Interview Panel regarding interviews held on 1 July 2026 for the Councillor Co-option vacancy, and consider the Panel's recommendation
	6.12	Consider and approve the draft Co-option Policy (enclosed).
	6.13	To agree the date, venue, and invite list for the annual event-planning meeting for the Remembrance Sunday commemorations to be held on Sunday 8 November 2026.
	6.14	To review the Town Clerk's Action Log (Report and Action Log enclosed).
	6.15	To discuss email handling and GDPR compliance
7		Planning applications:
	7.1	For information and comment: Application Consultation Single storey side extension and rear dormer extension including

		material changes to original house (following demolition of existing extension and detached garage) Location: 35 Lancaster Close Adlington Chorley PR6 9RA Reference: 26/00546/FULHH
	7.2	Applications to be noted and proposed for neighbour comment: None to date
8		Finance:
	8.1	The consider proposed change to agenda format for financial reporting (report enclosed)
	8.2	To approve the payment schedule for June 2026
9		Items for information:
		That the public and press be excluded from the meeting for the following item(s) of business, as publicity would be prejudicial to the public interest by reason of the confidential nature of the matters to be discussed, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.
	10.1	To consider the Town Mayor's report and approve the Clerk's Contract of Employment, Terms and Conditions, and starting salary within NJC SCP 13–17. <i>(The Clerk will withdraw for this item.)</i>
	10.2	To consider the former Clerk's request regarding additional hours worked in 2026/27 and determine the Council's response. (Former Clerk's written request and Clerk's report enclosed.)

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 phone/text: 07896 729646. Thank you. Martin Eden, Clerk to Adlington Town Council