



Astley Village Parish Council

5 July 2023 at 6.30pm

Present

Councillor John McAndrew (Vice-Chair) in the Chair; Councillors Keith Ashton, Emma Barraclough, Rod Fraser, Matt Lynch, Chris Sheldon and Ian Thomas.

311.01 Apologies for Absence

Apologies were received from Councillors Edward Murdoch and Gillian Sharples.

311.02 Declarations of Interest

Councillors and officers were invited to declare any interests they had in any of the items on the agenda for the meeting.

Councillor John McAndrew declared a Personal Interest as a Governor at Buckshaw Primary School and as a member of the Friends of Astley Park.

Councillor Ian Thomas declared a Personal Interest as a trustee of The Leyland and District Royal Air Forces Association Branch.

311.03 Public Engagement

Members of the public are invited to put questions/make representations to the members of the Parish Council.

A resident made the following points:

- The Parish Council was thanked for pursuing the issues put forward at a previous meeting and providing a prompt response.
- The improvements to the street lighting and the new cover on the flashing beacon at the pedestrian crossing on Chancery Road near Buckshaw Primary School had been carried out.
- Recognising that obvious road works of some sort are being implemented around the crossing area.

- There had been a recent accident close to the pedestrian crossing which highlighted the need for further improvements. It was suggested that zig zag pedestrian barriers be installed at each end of the pedestrian crossing and the strip of grass but cut three metres either side of the crossing and the trees on Chancery Road on the approach to the crossing be pruned to improve visibility.
- Residents were parking dangerously on the blind bend outside 1-2 Great Meadow and there was need to address this issue including reinstating the “slow” markings on the highway and installing appropriate signage advising motorists to slow down.

RESOLVED – That the Parish Clerk be requested to:

- (1) Write to Councillor Aidy Riggott requesting Lancashire County Council:
 - (a) Consider introducing zig zag pedestrian barriers be installed at each end of the pedestrian crossing and the trees on Chancery Road on the approach to the crossing be pruned to improve visibility.
 - (b) Replacing the current pedestrian crossing with a puffin crossing with a flashing green man/flashing amber signal.
 - (c) Reinstating the “slow” markings on the highway and install appropriate signage advising motorists to slow down.
- (2) The Parish Clerk be requested to write to the Ward Councillors, requesting Chorley Borough Council cut the strip of grass three metres either side of the pedestrian crossing to improve visibility.
- (3) That the issue of dangerous parking on the blind bend near 1-2 Great Meadow be raised by Parish Councillors at the next Village Estate Walkabout with Places for People.

311.04 Borough/County Councillor Reports

Reports from Chorley North and Astley Ward Borough Councillors and County Councillor (Lancashire County Council) (copies of which had been circulated) were considered.

It was noted that the defective flashing beacon outside Buckshaw Primary School had been replaced by Lancashire County council.

It was noted that there had been recent damage to the new play equipment at West Way and clarification was sought as to whether the CCTV cameras were monitored.

RESOLVED – (1) That the reports be noted.

- (2) That the Parish Clerk be requested to write to Chorley Borough Council clarifying when the perimeter paths which were part of the West way Play area original scheme would be installed and suggesting that the existing litter bin be replaced with a much bigger recycling bin and was emptied on a regular basis.

311.05 Minutes

RESOLVED - That the minutes of the Annual Meeting of the Parish Council held on Wednesday 10 May 2023 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

311.06 Parish Clerk Report

The Parish Clerk & Responsible Financial Officer submitted a report (copies of which had been circulated) providing an update on ongoing projects, work outstanding and activities since the last meeting of the Parish Council.

It was reported that the Chorley Borough Council had proposed for press release and photo opportunity of Parish Councillors and children from Buckshaw Primary School to take place on Tuesday 11 July 2023 at 2:15 pm and Parish Councillors were invited to attend.

It was reported that the Chair of the Parish Council had met with representatives from Derian House on 2 June 2023 regarding a potential application by them to Chorley Council for 'green parking' on part of the Pony Field, next to Derian House.

RESOLVED – (1) That the report be noted.

(2) That the Parish Council would support in principle an application by Derian House to Chorley Brough Council for 'green parking' on part of the Pony Field, next to Derian House, subject to receiving a detailed proposal in due course and the parking arrangement being reviewed after an appropriate time period.

(3) That the following expenditure approved by the Parish Clerk in accordance with Standing Order 16.2 be noted:

- Zurich Municipal, Insurance Premium 2023-24 - £487.32 (01-3).
- Hartwood Maintenance, Maintenance of Planters - £280.00 (03-4).
- Chorley Borough Council, Room Hire (Community Centre) - £32.40 (01-1)
- Chorley Borough Council, Improvements to the footpath - £2,500.00 (03-2).
- Printwise, Printing of Spring Newsletter - £775.00 (02-1).
- SLCC, Annual Membership Fee -112.00 (01-6).
- Buckshaw (ROF) Scouts, Delivery of Spring Newsletter - £81.25 (02-1).
- VistaPrint, Information Boards - £56.58 (03-14).

(4) That the Parish Clerk be requested to seek a copy of the invoice from Hartwood Maintenance for the plants recently planted in the parish planters to satisfy the auditors requirements.

311.07 Statutory Business

(i) Co-option to the Parish Council Vacancy

RESOLVED –The Parish Clerk be requested to invite expressions of interest in relation to the current vacancy to enable any applications to be considered at the next meeting of the Parish Council.

(ii) Planning Issues Relevant to the Village

The Parish Clerk submitted a report (copies of which had been circulated) providing details of planning issues relevant to the village. The Parish Council had been consulted on the following planning application received by Chorley Borough Council:

- Single storey rear extension (following demolition of existing conservatory) at 22 Elmwood Astley Village, Chorley, PR7 1UX (Reference: 23/00527/FULHH). The deadline for any representations was 17 July 2023.

RESOLVED – That the report be noted.

311.08 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 26 June 2023.

RESOLVED – That the financial position be noted.

(ii) Payments to be Approved

The Responsible Financial Officer submitted a report (copies of which had been circulated) recommending a list of invoices to be paid between 1 July 2023 and 31 August 2023 as follows:

Date	Creditor	Description	Total (£)	Vat (£)	Net (£)
07/07/23	Employee 4	Reimbursements (May 2023)	63.96		63.96
07/07/23	Employee 4	Reimbursements (June 2023)	63.96		63.96
01/07/23	Easy Web Sites	Monthly rental	66.00	11.00	55.00
23/07/23	Zoom	Zoom Subscription (July 2023)	15.59	2.60	12.99
14/07/23	Employee 4	Salary (July 2023)	360.60		360.60
14/07/23	HMRC	Tax (July 2023)	90.00		90.00
01/08/23	Easy Web Sites	Monthly rental	66.00	11.00	55.00
23/08/23	Zoom	Zoom Subscription (August 2023)	15.59	2.60	12.99
15/08/23	Employee 4	Salary (August 2023)	360.40		360.40
15/08/23	HMRC	Tax (August 2023)	90.20		90.20
			1,192.30	27.20	1,165.10

RESOLVED – That approval be given to the payments as detailed above.

(iii) Spend Against Budget Headings

The Responsible Financial Officer submitted a report (copies of which had been circulated) inviting the Parish Council to review the spend against budget headings.

RESOLVED – That the report be noted.

(iv) Asset Register

The Parish Clerk submitted the updated Asset Register (copies of which had been circulated).

RESOLVED – That the Asset Register be approved.

311.09 Review of Village Development Plan

The Village Development Plan (copies of which had been circulated) was reviewed.

It was suggested that the two benches from the Village Green be relocated adjacent to the footpath to West Way Sports Hub from Wymundsley facing the football pitches (location 1 - nearest to Wymundsley) and location 2 - adjacent to the West Way Nature Reserve meadow) instead of at the West Way Nature Reserve as previously agreed.

RESOLVED – (1) That no changes be made to the Village Development Plan.

- (2) That the Parish Clerk be requested to write to Chorley Borough Council, asking them to confirm that new seeding had taken place in the last 12 months to enhance the Mini Meadows of Wildflowers Project.
- (3) That the Village Development Working Group be requested to meet to consider enhancing the existing Gateway Signs and Councillor John McAndrew be invited to attend that meeting and submit proposals in advance to be circulated to members of the Working Group.
- (4) That the Parish Council endorse the decisions of the Village Development Working Group in relation to the design and wording for the commemorative plaques at the new Astley Village Community Garden of Reflection.
- (5) That the two benches from the Village Green be relocated adjacent to the footpath to West Way Sports Hub from Wymundsley facing the football pitches (location 1 - nearest to Wymundsley) and location 2 - adjacent to the West Way Nature Reserve meadow) and the Parish Clerk be requested to contact Chorley Borough Council to arrange for the work to take place.

311.10 Spring Newsletter 2023

It was acknowledged that there was a need for a longer period for Parish Councillors to review the newsletter before publication but that this was dependant on articles being submitted by the deadlines agreed.

RESOLVED – That the report be noted.

311.11 Chorley Flower Show 2023

The Parish Council agreed cover from Parish Councillors to set up on Thursday 27 July and on 28, 29 and 30 July (10am - 2.15pm and 1.45pm – 5pm). It was noted that Councillor Emma Barraclough would provide entry wristbands to Parish Councillors for the sessions they were covering.

RESOLVED -That Parish Councillors be requested to provide Councillor Emma Barraclough questions (and multiple-choice answers) for the “How well do you know your Village” quiz.

311.12 Christmas Event 2023

The Parish Clerk invited the Parish Council to consider the date and timing of the Christmas Event 2023

RESOLVED – (1) That the Christmas Event 2023 should take place on Friday 8 December 2023 at 7pm and the Parish Clerk be requested to book the Community Centre.

(2) That Councillor Emma Barraclough be thanked for offering to lead on the organisation of the event.

311.13 Reports from Parish Council representatives on Other Bodies

Chorley Liaison

The next Chorley Liaison meeting would be held on 19 July 2023.

Neighbourhood Area Meeting (NW Parishes and Chorley North)

The Parish Clerk had attended the Neighbourhood Area Meeting (NW Parishes and Chorley North) held on 4 July 2023. A copy of the Agenda and Key Papers had been circulated for information.

RESOLVED – That the report be noted.

311.15 Minutes of the Personnel Committee

The minutes of the Personnel Committee held on Wednesday 7 June 2023 (copies of which had been circulated) were noted.

311.16 Correspondence

Correspondence received had been reported as part of the ‘Parish Clerk Report’ (Minute 311.06).

311.17 Date of Next Meeting

RESOLVED - It was agreed that the next meeting of the Parish Council would take place on Wednesday 6 September 2023 at 6.30 pm.

The meeting concluded at 8.15 pm.

Chair