



Astley Village Parish Council

6 January 2021 at 7pm

Present

Councillor Laura Lennox (Chair) (in the Chair); Councillors Arnold Almond, Keith Ashton, Rod Fraser, Chris Lennox, John McAndrew, Gillian Sharples and Chris Sheldon.

296.01 Apologies for Absence

There were no apologies for absence.

296.02 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.

No declarations were made.

296.03 Public Engagement

At 7.04 pm it was:

RESOLVED - That Standing Order 70 be suspended, and the meeting be adjourned to allow members of the public to address the meeting.

Councillor Aidy Riggott (Lancashire County Council) attended the meeting and reported that he had raised at the Annual Highways Briefing concern regarding the road surface at the section of Chancery Road (opposite the motorway) and the roundabout at Chancery Road/West Way and Euxton Lane.

Parish Councillors suggested that there was a need to clear snow and ice from several roads/footpaths in the parish as driving conditions were challenging and that grit bins would have assisted. Councillor Riggott reported that Lancashire County Council only provided grit bins at new locations on minor roads that were not on the priority road network where requests met the agreed criteria which included:

- whether the proposed location was significantly affected by winter weather;
- the gradient of the road and whether it was on a steep bend;
- its proximity to a junction with a main road;
- the number of premises the road provides access to and pedestrian movements.

It was noted that when roads in the village (including Merefield) were last assessed they did not meet the criteria. It was suggested that a viable option may be for the Parish Council to have an arrangement with a local contractor to grit roads/footpaths in the village where the driving conditions were challenging.

At 7.14 pm the meeting resumed.

296.04 Minutes

RESOLVED - That the minutes of the meeting of the ordinary Parish Council held on Wednesday 4 November 2020 and the Extraordinary meeting of the Parish Council held on 4 December 2020 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

296.05 Parish Clerk Report

The Parish Clerk submitted a report (copies of which had been circulated) inviting the Parish Council to agree the specification for new gateway and fingerpost signage in the Village.

At the Parish Council Meeting on 4 November 2020, the Parish Clerk was requested to investigate the introduction of 'Gateway signs' at each end of Chancery Road and submit proposals to a future meeting of the Parish Council. It was suggested that the existing gateway signs could be refurbished using the existing structure.

RESOLVED – (1) That the Parish Clerk be requested to obtain quotes for fingerpost signs to direct pedestrians from:

- Chancery Road to Dog Trap Wood.
- Chancery Road (near the subway) to the new Westway Sports Hub.
- The Farthings to Astley Park.

(2) That a working group comprising of Councillors Almond, Fraser and McAndrew be established to explore and submit proposals to a future meeting of the Parish Council on:

- The design of the gateway signs.
- The possibility of renovating the existing gateway signs using the existing structure.
- The necessary permissions required to locate the signs.
- Obtain costings for the gateway signs.
- The location of the fingerpost signs.

296.06 Statutory Business

(i) Co-option to the Parish Council Vacancy

One application had been received and had been circulated to Parish Councillors.

It was confirmed that Mr Ashton fulfilled the qualifications for standing for election.

RESOLVED – (1) (Unanimously) - That Mr Keith Ashton be co-opted on to the Parish Council.

Councillor Mr Keith Aston signed the Declaration of Acceptance of Office and joined the meeting.

(2) That the Parish Clerk be requested to extend the deadline for expression of interest in relation to the current vacancy to the end of February 2021.

(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 applications received by Chorley Borough Council:

- Part single and part two storey side/rear extension at 67 Deerfold Astley Village Chorley PR7 1UD (Reference: 20/01204/FULHH). The deadline for any representations was 3 December 2020.
- Single storey side extension at 108 Wymundsley Astley Village Chorley PR7 1UT 1UD (Reference: 20/01201/FULHH). The deadline for any representations was 4 December 2020.
- Two storey side extension, front porch (following the demolition of existing garage) at 14 Wymundsley Astley Village Chorley PR7 1UT (Reference: 20/01289/FULHH). The deadline for any representations was 29 December 2020.

It was reported that a planning application had been submitted to Chorley Borough Council for the erection of an inflatable multi-sport airdome, including a concrete ring beam for anchoring, resurfacing of tennis courts and other associated infrastructure and ancillary facilities at Parklands High School Southport Road Chorley.

Councillors expressed concern regarding the environmental impact of the proposal.

RESOLVED – (1) That the planning application referred to in the report be noted, and no representations be made.

(2) That the Parish Clerk be requested to submit an objection to the proposed development at Parklands High School on environmental grounds.

296.07 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 30 December 2020.

RESOLVED – (1) That the financial position be noted.

(2) That the Head Teacher be requested to provide an update regarding the grant of £500 made to Buckshaw Primary School at the Extraordinary Parish Council Meeting held on 6 December 2020 to enable the school to purchase garments and that the update be circulated to Parish Councillors via email.

(3) That the Parish Council Grant Scheme should include a requirement for the successful applicant to report back to the Parish Council on how the grant has been spent and what difference it has made.

(4) That Councillor Keith Ashton be added to the signatories on the Barclays bank accounts and the Parish Clerk be requested to arrange completion of a mandate form.

(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 January 2021 and 28 February 2021 as follows:

Date	Creditor	Description	Cheque No	Total	Vat	Net
15/01/21	Employee 4	Reimbursements (November 2020)	EB	83.24	10.69	72.55
15/01/21	Employee 4	Reimbursements (December 2020)	EB	76.59	2.40	74.19
01/01/21	Easy Web Sites	Monthly rental	DD	45.60	7.60	38.00
15/01/21	Employee 2	Salary (January 2021)	EB	75.57		75.57
15/01/21	Employee 4	Salary (January 2021)	EB	263.94		263.94
15/01/21	HMRC	Tax (January 2021)	1589	66.00		66.00
01/02/21	Easy Web Sites	Monthly rental	DD	45.60	7.60	38.00
15/02/21	Employee 2	Salary (February 2021)	EB	75.57		75.57
15/02/21	Employee 4	Salary (February 2021)	EB	263.94		263.94
15/02/21	HMRC	Tax (February 2021)	1590	66.00		66.00
				1,062.05	28.29	1,033.76

RESOLVED – (1) That approval be given to the payments as detailed above.

(2) That a deposit of £100 be made into the Unify Credit Union Deposit Account.

(ii) 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 – (1) That the report be noted.

(2) That the following changes be made to the following budget headings increasing the General Reserves to £27,500 and reducing the remaining budget for Employee Costs to £2,265.71:

Move £50.00 from 01-6 (Employee costs) to 01-1 (Room Hire/Zoom Subscription)

Move £100.00 from 01-6 (Employee costs) to 01-4 (Auditors/Accounts)

Move £4,118.62 from 01-6 (Employee costs) to 04 (General Reserve)

(iv) Proposed 2021/22 Budget Headings and Precept

The Parish Clerk submitted a report (copies of which had been circulated) to assist the Parish Council in finalising the Budget for 2021/22.

It was reported that the 2021/22 Tax Base had not been formally approved by Chorley Borough Council but the provisional amount for Astley Village is 924.9.

RESOLVED – (1) That the Astley Village Parish Precept for 2021/22 be set at £20,350 with the Band D amount being £22 (the same as 2020/21).

(2) That the budget headings and suggested associated budgets as set out in the report be approved.

(3) That a 'Village Development Plan Working Group' be established comprising of Councillors Ashton, Chris Lennox, McAndrew, Sharples and Sheldon to progress the following schemes and make recommendations to the Parish Council to be held on 3 March 2021 on how the 2021/22 Precept should be allocated:

- Improve Village Centre & Enhance Village Green.
- Planter Scheme.
- Wildflower Meadows.
- Health & Well-Being (play equipment).
- Improving Community Engagement and Raising the Profile of the Parish Council.

(4) That the Parish Clerk be requested to write to Chorley Borough Council regarding the release of the grant in respect of the restoration of Astley Hall and the proposed contribution to play equipment at Westway Playing Fields and to explore potential scheme.

(v) Appointment of Internal Auditor for 2020/21 Accounts.

RESOLVED – That Ms Susan Edwards be appointed as Internal Auditor in respect of the 2020/21 Accounts at a cost not exceeding £100.

(vi) Review of Asset Register

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

RESOLVED – (1) That the Asset Register be approved.

(2) That the Parish Clerk be requested to explore replacing the Millennium noticeboard at the junction of Chancery Road and Hallgate using the existing supporting structure.

296.08 Proposed Change to Standing Orders – Urgent Business

The Parish Clerk submitted a report (copies of which had been circulated) inviting the Parish Council to consider a proposed change to the Parish Council's Standing Orders in relation to Urgent Business.

RESOLVED – In accordance with Standing Order 80 the proposed change stand adjourned until the Parish Council Meeting on 3 March 2021.

296.09 Newsletter

The Parish Clerk reported that the Winter Newsletter had been delivered by the 1st Euxton (ROF) Scout Group during the first week of December 2020 as planned.

The Parish Council considered the timing of the next newsletter.

RESOLVED – (1) That the Parish Clerk be authorised to pay the invoice from 1st Euxton (ROF) Scout Group when received subject to it not exceeding £100.

(2) That the next newsletter be produced in June 2021 and the Parish Clerk be requested to include an item on the Summons for the Parish Council meeting on 3

March to consider the content.

296.10 Environment Reports

The following issues were raised:

- The parking issues around Astley Park including parked cars on grass verges and alongside both side of Hallgate and the bins being full to capacity.
- It was suggested that prohibition of waiting restrictions should be explored along one side of Hallgate and the litter bins
- Estate agent boards had been sighted on Chancery Road and not on the property to which they related and this was being pursued by Councillor Laura Lennox with Chorley Borough Council.

RESOLVED – (1) That the Parish Clerk be requested to make representations to Chorley Borough Council regarding the waste bins being full to capacity and requesting that the frequency of emptying the waste bins be increased and the introduction of prohibition of waiting restrictions along one side of Hallgate.

(2) That Councillors Almond and Laura Lennox be requested to determine the siting of trees on the verge areas and the replacement of the trees which had been removed (including the trees removed following the replacement of the hedgeline in the village centre with knee rail).

(3) That the Parish Clerk be requested to pursue arrangements for a site meeting with Chorley Borough Council and Oliver House regarding the ongoing issues with the barrier to the Community Centre/Astley Park car park.

296.11 Reports from Parish Council representatives on Other Bodies

The following confirmed that there were no updates to report:

- Neighbourhood Working Group – Councillor Rod Fraser.
- Friends of Astley Park – Councillor John McAndrew

Verbal updates were received as follows:

Chorley Liaison

Councillor Laura Lennox reported that a meeting had taken place on 18 November 2020 attended by herself and the Parish Clerk.

Astley Advisory Group

Councillor Arnold Almond reported that a meeting had taken place on 15 December 2020 attended by himself and the Parish Clerk. It was noted that a presentation on the (a) improvement works at Astley Park in 2021 which included Lighting scheme and Astley Hall conservation works (including museum shop) and (b) 2021 events programme.

296.12 Correspondence

The Parish Clerk reported that he had written to The Brothers of Charity regarding the National lockdown announced by the Government on 4 January 2021 and the impact on the previous risk assessments regarding the Village Caretakers ability to continue to undertake his duties.

296.13 Matters for information

Councillors Chris and Laura Lennox

Councillors Chris and Laura Lennox informed the Parish Council that they would be retiring from the Parish Council prior to the Annual Meeting on 5 May 2021.

296.14 Date of Next Meeting

To note that the next meeting of the Parish Council would take place on Wednesday 3 March 2021 at the rise of the Parish Meeting.

The meeting concluded at 8.55 pm

Chair