

**MINUTES** of Astley Village Parish Council meeting held Wednesday, 4 July 2018 at Astley Village Community Centre, Hallgate, Astley Village.

Present Cllrs S Crook, B Darragh, R Fraser, C Lennox, L Lennox (Chairman), K Robinson, C Sheldon. Clerk Mrs D Platt.

281.01 Apologies for Absence – Cllr J McAndrew. Not attending Cllr Lynch & Nuttall.

281.02 Declarations of Interest – none.

281.03 Public Participation

RESOLVED: Council agreed to suspend standing orders.

CCllr Riggott asked if feedback had come from LCC regarding the flower bed request.

RESOLVED: Council agreed to restore standing orders.

281.04 Minutes of Meeting

RESOLVED: Minutes of the Annual Council meeting of 2 May 2018 were accepted as a correct record and signed by the Chair.

Grit bin issue – Cllr McAndrew emptied so is now moveable.

Flower tub contract price came back after agenda sent out – next times agenda.

281.05 Clerks Report

Members received the report.

Circulate to Councillors the GDPR checklist guidance information.

281.06 Statutory Business

There were no issues raised with planning applications:

18/00541/CLPUD 82 The Farthings, Astley Village, Chorley, PR7 1SH

18/00501/FULHH 3 Edgefield, Astley Village, Chorley, PR7 1XH

281.07 Financial Matters

i) Consider applications for payment made to the Council

RESOLVED: The following requests for payment/standing orders were approved.

|   |        |               |                      |
|---|--------|---------------|----------------------|
| £ | 24.00  | Easy Websites | Monthly rental       |
| £ | 276.80 | Employee 1    | Salary June 2018     |
| £ | 84.03  | Employee 2    | Salary June 2018     |
| £ | 70.00  | HMRC          | Tax & NI June 2018   |
| £ | 24.00  | Easy Websites | Monthly rental       |
| £ | 276.80 | Employee 1    | Salary July 2018     |
| £ | 84.23  | Employee 2    | Salary July 2018     |
| £ | 69.80  | HMRC          | Tax & NI July 2018   |
| £ | 50.00  | S Edwards     | Internal audit fee   |
| £ | 24.00  | Easy Websites | Monthly rental       |
| £ | 276.80 | Employee 1    | Salary August 2018   |
| £ | 84.23  | Employee 2    | Salary August 2018   |
| £ | 69.80  | HMRC          | Tax & NI August 2018 |

ii) Approve financial monitoring statements

RESOLVED: Council received the reports.

iii) Receive Internal Audit report and action any suggestions

RESOLVED: Council received the report.

iv) Agree to declare the Council exempt from full audit and sign the exemption form

RESOLVED: Council agreed for the exemption form to be signed by the Council.

v) Grant application from Chorley Council for a HLF bid for Astley Hall

RESOLVED: Council agreed to grant £2,000 towards the match funding request, to be taken from the general reserve budget.

Cllr L Lennox declared an interest in this item.

A grant application from Buckshaw Primary School Gardening Club was discussed, it was a request for picnic seating which can be used to pot on plants. It was suggested Council source a recycled plastic picnic table/seating up to £500 and donate it to school. This will be researched and on the agenda for approval of the cost at the next meeting.

#### 281.08 Litter Kit

RESOLVED: Council agreed to order about £100 of pickers and four different sizes of gloves, whole budget up to £150.

#### 281.09 Bullying & Harassment Policy Review

RESOLVED: Council agreed the new template policy and for it to be adapted to Astley Village Parish Council.

#### 281.10 Christmas Planning

To ask Parklands band if they could do either the Wednesday 5<sup>th</sup> or 12<sup>th</sup> and if confirmed let the WI and Community Centre know.

#### 281.11 Two year plan review

Suggested idea: 'Adopt a planter' have them placed opposite the junctions and seek 'adoptions' from residents and offer a budget and maybe run a competition to judge the best planters.

Add in 'Respect the Village' project which includes the Volunteer Litter Kit project – this needs to be expanded upon.

#### 281.12 Consultations/information

- Lancashire County Council - Launch of Children and Family Wellbeing Service consultation circulated to Councillors 12 June  
Council noted this consultation.
- Chorley Council - Request for Update and Additional Schemes on Chorley's Regulation 123 List: Stakeholder Consultation circulated to Councillors 29 June  
Council noted this consultation.
- Boundary Commission - Have your say on new council ward boundaries for Chorley circulated to Councillors 29 June  
A drafted submission was presented to Council.  
RESOLVED: Council agreed with the draft submission.

281.13 Environment Reports

There is an article put in the newsletter showing people how to report faults to Chorley Council with some example screen shots and a brief description of how to report.

The caravan storage on The Farthings was mentioned as there were gas canisters stored on site. Chorley said they could not deal with this issue. Suggested it was reported to the Fire Service.

281.14 Reports from Parish Council representatives on Other Bodies

Neighbourhood Meeting – LL reported the meeting is on Monday.

Friends of Astley park – KR meeting tonight making arrangements for the flower show. Looking at the Balsam basing programme and are trying to get Geo-Bashers involved. Bat boxes have been occupied. Selling plants at St Laurences 11 till 4.

281.15 Matters for information

The Chairman declared the public meeting closed.

**2018 meeting dates: 7pm Wednesdays: 4 July, 5 September, 7 November.**

9.05pm