



Astley Village Parish Council

Meeting of the Council

3 July 2024 at 6.30pm

Present

Councillor Gillian Sharples (Chair) in the Chair; Councillor John McAndrew (Vice-Chair); Councillors Keith Ashton, Emma Barraclough, Matt Lynch and Chris Sheldon.

317.01 Apologies for Absence

Apologies were received from Councillor Ian Thomas.

Eddie Murdoch

It was with great sadness that the Parish Council had learned that Eddie Murdoch had passed away on Sunday 28 April 2024 after a short time in hospital.

He had been first co-opted onto the Parish Council on 2 November 2022.

RESOLVED - The Parish Council sends its sincere condolences to Eddie Murdoch's family.

317.02 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.

317.03 Public Engagement

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

It was reported that Parish Councillors and residents on Buckshaw Hall Close had raised regarding the impact caused by the inconsiderate motorists attending events held at the former Chorley Rugby Union and Football Club, Brookfields on Sunday 5 May 2024. A number of residents attended the meeting and reported that:

- Cars were doubled parked causing a serious risk to pedestrians and other motorists.
- Members of the public had telephoned the Police who had stated that there was no risk to pedestrians and other motorists despite a number of accidents.
- Concerns had been raised with County Councillor Aidy Riggott on the day of the event.

Concerns were also raised regarding the indiscriminate dangerous parking on a daily basis throughout the village but especially in the vicinity of Derian House and parked cars on the cycle paths throughout the village.

317.04 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. Borough Councillor Alistair Morwood, Borough attended the meeting.

It was reported that there had been a disappointing response from residents to the Skip Day on Hallgate which had taken place on 29 June 2024.

RESOLVED – That the reports be noted.

317.05 Minutes

RESOLVED - That the minutes of the Annual Parish Council Meeting held on Wednesday 1 May 2024 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

317.06 Event held at the former Chorley Rugby Union and Football Club, Brookfields

Earlier in the meeting, Parish Councillors and residents on Buckshaw Hall Close had raised regarding the impact caused by the inconsiderate motorists attending events held at the former Chorley Rugby Union and Football Club, Brookfields, Chancery Fields (Minute 317.03 “Public Engagement”).

RESOLVED – (1) That the Parish Clerk be requested to write to the following making them aware of the concerns regarding the impact caused by the inconsiderate motorists attending events held at the former Chorley Rugby Union and Football Club, Brookfields on Sunday 5 May 2024:

- The Leader of Lancashire County Council (County Councillor Williamson).
- The Cabinet Member for Highways and Transport, Lancashire County Council (County Councillor Swarbrick).
- The Member of Parliament for Chorley (Rt Hon Sir Lindsey Hoyle MP).
- The Leader of Chorley Borough Council (Councillor Alistair Bradley).
- The Chief Constable of Lancashire Constabulary (Sacha Hatchett).
- The Lancashire Police and Crime Commissioner (Clive Grunshaw).

(2) The Parish Council expresses its concern that:

- Members of the public that had telephoned the Police had been told that there was no risk to pedestrians and other motorists despite a number of accidents having occurred.
- The indiscriminate dangerous parking taking place on a daily basis throughout the village but especially in the vicinity of Derian House, including parked cars on the cycle paths throughout the village.
- The two Radar Speed Signs installed on Chancery Road by the Parish Council had been repeatedly vandalised.
- There was no Traffic Management Plan in place for events held at the former Chorley Rugby Union and Football Club, Brookfields.
- Lancashire County Council had previously indicated that the visibility splays at the junction of Wymundsley and Chancery Road met the necessary safety standards. There were similar concerns at the junctions at Judeland, Broadfields and Buckshaw Hall Close.
- The vegetation overgrowth at the above junctions needed to be addressed to maximise the available visibility to this recommended distance.
- The previous request to investigate the introduction of Traffic Regulation Orders to address the indiscriminate parking taking place on a daily basis throughout the village but especially in the vicinity of Derian House, including parked cars on the cycle paths throughout the village had been ignored including enforcement action by the Police.

(3) That representatives from Lancashire County Council, Chorley Borough Council and the Lancashire Constabulary be invited to attend the next meeting of the Parish Council on Wednesday 4 September 2024 to discuss the Parish Council's concerns.

(4) That the Chair of the Parish Council be requested to issue a press release regarding the Parish Council's concerns relating to indiscriminate dangerous parking taking place in the village.

317.07 Parish Clerk Report

The Parish Clerk and 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 as part of the Partnership working commitment detailed in the Lancashire association of Local Councils/Society of Local Council Clerks Protocol and Lancashire County Council's Parish Charter, a joint liaison meeting had been held on the 13 June 2024 hosted by County Councillor Peter Buckley Cabinet Member for Communities. Details of the items discussed had been forwarded to Parish Councillors.

Mr Chris Moister, Director of Governance and Tasneem Safdar, Head of Legal and Procurement (Chorley Borough Council) would be delivering a training session for Town and Parish Councillors covering the new Code of Conduct and investigation procedure which had been approved by Chorley Borough Council on 16 April 2024.

The Parish Clerk recommended all Parish Councillors should attend the training session on Monday 29 July 2024 at 6pm in the Lancastrian Room at the Town Hall, Chorley.

In particular the following issues in the report were discussed:

Astley Village - Radar Speed Signs

At the Annual Parish Council Meeting on 1 May 2024, it had been reported that the wires had been cut to the solar panel for the radar speed sign on Chancery Road (near Wymundsley) and it was just running on battery power. On 2 May 2024, Pandora Technologies Ltd had repaired the radar speed sign at a cost of £175.20.

Unfortunately, on 28 May 2024, a resident had made the Parish Council aware that both radar speed signs on Chancery Road had been vandalised and the wires had been cut meaning it could not get charged from the solar panel.

Proposed planting at the Astley Village Garden of Reflection

Lindsay Blackstock (Chorley Borough Council) attended the meeting and provided details of the proposed planting scheme at the Astley Village Garden of Reflection. The Parish Council had allocated £2,000 for the financial year 2024/25 for the planting scheme and the estimated cost of plants was £1,100 in addition to the cost of preparing the area. The proposed planting scheme was circulated at the meeting which had been prepared by Jan Sanderson, a local resident.

As previously requested by the Parish Council, Jan Sanderson, a local resident had been involved in developing the planting scheme and it had been suggested that Buckshaw Primary School could be invited to be involved in the planting of the bulbs.

It had previously been acknowledged that the permission of Chorley Borough Council would be required to undertake planting on their land and the future maintenance needed to be considered e.g. would this be undertaken by the Parish Council contractor.

Proposed Improvements to the Chancery Road Underpass

At the Annual Parish Council Meeting on 1 May 2024, improvements to the Chancery Road underpass had been discussed and on 22 May 2024, a resident had contacted the Parish Council, concerned that the subway and steps brick work had been subject to meddling recently, where bricks had been removed and thrown around.

The Parish Council had suggested that improvements to the resident and visitor experience and encourage its use could include:

The access and egress including the splayed revetments at each side of the path and the steps.

- A themed mural depicting and celebrating Astley Village (incorporating Astley Hall, West Way, the open spaces within the Village, the Nature Reserve etc.)
- Painting the outside of the underpass and the surrounding fencing.
- The lighting (replacing the current lighting with LED lights).
- The signage to the Village Centre, West Way Sports Hub and Astley Park.

The Village Development Working Group had held an initial site visit on Thursday 20 June 2024 with representatives from Chorley Brough Council. Unfortunately, a representative from the Bridges and Structures team at Lancashire County Council had not attended but provided the following information:

- The Bridges and Structures team were supportive in principle of what the Parish Council was trying to do.
- Painting bricks was not good practice as this could seal moisture into the bricks and therefore would not support painting over the bricks.
- Placing something that could be painted with a mural over the top of the brickwork would lead to inspection issues as the material below cannot be seen and would therefore not be supported.
- A specialist protective system could be used on the outside faces of the concrete deck by a specialist application and was normally limited to a range of grey concrete colours, although one local manufacturer had stated on their data sheet that other colours were available.
- Repainting the pedestrian parapets would be included in the maintenance programme for 2025/26 which would help with the appearance of the bridge.
- There was little scope for improvement to the lighting of the underpass or the approaches and they would not recommend bollard lighting as it was prone to vandalism. They would not support any measures that lead to future additional energy or maintenance costs.

Councillor Chris Sheldon reported that following the site meeting the following improvements had been identified and there would be a need to obtain estimates in due course:

- Improvements to the brickwork at the access and egress at each side of the path and the steps and the ownership was being clarified.
- The overgrown vegetation could be cleared.
- Solar low-level lighting could be introduced at each side of the underpass.
- Replacing the current lighting with LED lights despite the comments from the Bridges and Structures team at Lancashire County Council as there would not be any future additional energy or maintenance costs.

Chorley Flower Show

At the Annual Parish Council Meeting on 1 May 2024, it had been agreed that the Parish Council would have a presence at the event on Friday 26 and Saturday 27 July 2024 and an application form to attend the event had been submitted. The Parish Council discussed a rota for Parish Councillors to attend the event.

Buckshaw Junior Football Club – Sponsorship

The Parish Council had agreed in January 2024 to sponsor the match kit of one of the Astley and Buckshaw Junior Football Club junior teams up to a cost of £500. The club had decided to use the sponsorship money for two of their new under 7s teams and had asked what the Parish Council wanted to put on the front of the shirts. It was suggested that the Parish Council logo is included on the front of the shirts.

Installation of Christmas Tree Lights

At the Parish Council Meeting on 6 March 2024, it had been agreed that City Illuminations Ltd be engaged to collect, PAT test and dress the Christmas Tree, switch on/off and remove the lights at a cost per annum of £500.00 plus VAT.

City Illuminations Ltd had now stated that they had visited the site and given the trees location and height they could not safely work off ladders and their plant would not reach the tree and were therefore unable to dress the Christmas Tree and remove the lights.

The Parish Clerk had had discussions with another contractor, and it had been suggested that additional lights be purchased (to match the existing lights) which could be removed.

RESOLVED – (1) That the report be noted.

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

- Zurich Municipal - Insurance Premium 2024/25 £497.21.
- Post Office Counters Ltd - Postage-Parish Council Summons £2.10.
- Coop – Envelopes £3.45.
- The Friends of Astley Park - Community Grant £300.00.
- Pandora Signs - Repairs to speed sign £175.20.
- Post Office Counters Ltd – Postage £3.69.
- Printwise - Printing of Spring Newsletter £680.00.
- SLCC - Annual Membership Fee £112.00

(3) That all Parish Councillors be encouraged to attend the New Code of Conduct and Investigation procedure training session on 29 July 2024 and the Parish Clerk should book sufficient places for all Parish Councillors to attend.

(4) That Councillor Martt Lynch be requested to investigate the installation of a protective tube to protect the wires of the Radar Speed Signs.

(5) The approval be given to the proposed planting for the existing planter at the Astley Village Garden of Reflection circulated at the meeting, but the additional round planting be omitted at the present time.

(6) That Jan Sanderson be thanked for her involvement in preparing the proposed planting scheme at the Astley Village Garden of Reflection.

(7) That Lindsey Blackstock (Chorley Borough Council) be requested to provide the specification for the Parish Council to be able to obtain quotes from a Landscaping Contractor to prepare the areas for planting and plant the structure planting and Buckshaw Primary School be invited to be involved in the planting of the bulbs.

(8) That Lindsey Blackstock (Chorley Borough Council) be requested to obtain the permission of Chorley Borough Council to allow the new planting scheme at the Astley Village Garden of Reflection to be undertaken.

- (9) That Hartwood Maintenance be requested to undertake the future maintenance of the planter at the Astley Village Garden of Reflection.
- (10) That County Councillor Aidy Riggott and a representative from Chorley Borough Council be invited to attend the next meeting of the Parish Council on Wednesday 4 September 2024 to discuss the proposed Improvements to the Chancery Road Underpass.
- (11) That the following Parish Councillors be requested to assist at the Chorley Flower Show as indicated:
- Thursday 25 July (from 6pm) - Councillors Keith Ashton, Emma Barraclough, John McAndrew and the Parish Clerk.
 - Friday 26 July - Councillors Keith Ashton, John McAndrew, Gillian Sharple and Chris Sheldon.
 - Saturday 27 July - Councillors Keith Ashton, Chris Sheldon and Ian Thomas.
- (12) The Parish Clerk be requested to order replacement pens and bugs.
- (13) That the Parish Council logo is included on the front of the shirts of the two new under 7s teams at Buckshaw Junior Football Club being sponsored by the Parish Council.
- (14) That the Parish Clerk be requested to continue to discuss with Richard Ryan the arrangements for the future Installation of the Christmas Tree Lights on the living Christmas Tree.

317.08 Statutory Business

(i) Co-option to the Parish Council Vacancies

The Parish Clerk reported that there had been no applications received for the three vacancies on the Parish Council since the last meeting of the Parish Council.

RESOLVED –The Parish Clerk be requested to invite expressions of interest 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:

- Part two storey, part single storey rear extension, first floor side extension and front porch (following demolition of existing conservatory) at 24 The Farthings, Astley Village, Chorley PR7 1TP (Reference: 24/00486/FULHH).

The deadline for any representations was 5 July 2024.

RESOLVED – That the report be noted.

317.09 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 17 June 2024.

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 2024 and 31 August 2024 as follows:

Date	Creditor	Description	Total (£)	Vat (£)	Net (£)
05/07/24	Employee 4	Reimbursements (May 2024)	63.96		63.96
05/07/24	Employee 4	Reimbursements (June 2024)	45.76		45.76
01/07/24	Easy Web Sites	Monthly rental	68.64	11.44	57.20
23/07/24	Zoom	Zoom Subscription (July 2024)	15.59	2.60	12.99
12/07/24	Employee 4	Salary (July 2024)	391.20		391.20
12/07/24	HMRC	Tax (July 2024)	97.80		97.80
01/08/24	Easy Web Sites	Monthly rental	68.64	11.44	57.20
23/08/24	Zoom	Zoom Subscription (August 2024)	15.59	2.60	12.99
15/08/24	Employee 4	Salary (August 2024)	391.20		391.20
15/08/24	HMRC	Tax (August 2024)	97.80		97.80
			1,256.18	28.08	1,228.10

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 changes proposed to the Asset Register be approved.

317.10 Review of Village Development Plan

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

RESOLVED – (1) That the Parish Clerk be requested to approach Chorley Borough Council to replace the existing litter bins outside Buckshaw Primary School and at the shops at Hallgate with recycling litter bins to be funded by the Parish Council to be funded from the Village Improvements budget (03-2).

(2) That Simon Forster, Open Space Strategy Officer (Chorley Borough Council) be requested to provide an update on the proposed plans for boundary footpaths at the West Way Sports Hub.

317.11 Reports from Parish Council representatives on Other Bodies

Chorley Liaison

The next meeting will be held on Wednesday, 17 July 2024 at 6.30pm. The Parish Council were invited to suggest any items for inclusion on the agenda prior to the deadline on 5 July 2024.

Neighbourhood Area Meeting (NW Parishes and Chorley North)

It was noted that with the agreement of the Executive Member (Early Intervention), it has been agreed to cancel the round of Neighbourhood Area Meetings including the Neighbourhood Area Meeting (NW Parishes and Chorley North) on Thursday 20 June 2024. An update would be sent out to members in early July 2024. The next meeting would be held on Monday, 24 February 2025 at 6.30pm.

RESOLVED – That the report be noted.

317.12 Correspondence

Correspondence received had been reported as part of the 'Parish Clerk Report' (Minute 317.07).

316.13 Date of Next Meeting

To note that the next meeting of the Parish Council will take place on Wednesday 4 September 2024 at 6.30 pm.

The meeting concluded at 8.25 pm.

Chair