



## Astley Village Parish Council

### Agenda

To: Members of Astley Village Parish Council.

**YOU ARE HEREBY SUMMONED** to attend a meeting of the Astley Village Parish Council to be held on **Wednesday 2 March 2022** at the rise of the Parish Meeting in the Community Centre at which the following business will be transacted.

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#### **Summons**

**1. Apologies for Absence**

To receive members' apologies.

**2. Declarations of Interest**

Members and Officers are invited to declare any interests they may have in any of the items included on the agenda for this meeting in accordance with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464).

**3. Public Engagement**

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

**Broadfields – Problems Being Experienced by Residents (Lack of Communications, Support and Repairs/Maintenance by Places for People)**

This item has been requested by Councillor Emma Barraclough.

**4. Borough/County Councillor Reports**

To consider reports from Chorley North and Astley Ward Borough Councillors and County Councillor (Lancashire County Council)

**5. Minutes**

To approve as a correct record and sign the minutes of the meeting of the Parish Council held on Friday 21 January 2022. (Enclosed).

**6. Exclusion of the Press and Public**

To consider the Press and public for any item on the Summons due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**7. Parish Clerk Report**

To consider a report of the Parish Clerk & Responsible Financial Officer providing an update on ongoing projects, work outstanding and activities since the last meeting of the Parish Council.(Enclosed).

To consider a proposal for a Remembrance Community Garden in Astley Village (Enclosed).

## **8. Statutory Business**

- i. Consider applicants for co-option to the vacant Councillor position.
- ii. To consider any planning issues relevant to the village. (Enclosed).

## **9. Financial Matters**

- i. To consider a report of the Responsible Financial Officer providing the financial position (Enclosed).
- ii. To consider a report of the Responsible Financial Officer recommending payments to be approved (Enclosed).
- iii. To consider a report of the Responsible Financial Officer providing details spend against budget headings (Enclosed).
- iv. The Village Development Working Group at its meeting on 16 December 2021 invited the Parish Council to consider the following issues:
  - The frequency of maintaining the Planters.
  - To investigate an annual maintenance/service plan for the SPIDs (Enclosed)
  - The introduction of Community Litter Picks organised by the Parish Council.
  - The maintenance of the Nature reserve and replacement of the adjoining fencing.
  - To proceed now with the two fingerpost signs previously agreed.
  - Not to pursue the commissioning of artwork near the subway.
  - To consider a symbol of Remembrance in the Village.
  - Not to identify at the present time any further sites where trees (including fruit trees) could be planted in the village.

## **10. West Way Sports Hub - Phase 2 (New Play Area and Work to Pathways at the Site) and Refurbishment of Foxcote Play Area.**

Lindsey Blackstock, Open Space Strategy Officer, Chorley Borough Council will attend the meeting to provide an update on both Projects.

## **11. The implications of potential HMOs in the Parish**

At the last meeting on 21 January 2022, it was agreed to include this item on the Summons for this Council Meeting.

## **12. Her Majesty The Queen's Platinum Jubilee**

To consider a letter from the Department for Levelling Up, Housing and Communities regarding opportunities for the Parish Council and local community to engage with the Platinum Jubilee (Enclosed).

## **13. Newsletter**

The Parish Clerk to report at the meeting.

## **14. Policy and Document List Review**

A copy of the current list is enclosed.

## **15. Annual Report of the Parish Council 2021/22**

To note the Annual Report of the Parish Council 2021/22 presented to the Parish

Meeting on 2 March 2022 (Enclosed)

**16. Environment Reports**

To receive a verbal update at the meeting.

**17. Reports from Parish Council representatives on Other Bodies**

- Chorley Liaison (19 January 2022) – Councillor Arnold Almond (Agenda enclosed).
- Friends of Astley Park – Councillor John McAndrew.
- Neighbourhood Area Meeting (Chorley Town North) (31 January 2022) – Councillor Arnold Almond (Substitute Councillor John McAndrew). (Report Pack enclosed).

**18. Correspondence**

The Parish Clerk to report at the meeting.

**19. Matters for information**

Notify the Chair of any item to be brought under this section, prior to the meeting. Only items requiring urgent attention, information, referral to another authority, or matters offered for consideration at a future meeting can be raised. No legal decisions or spend can be agreed.

**20. Date of Next Meeting**

To note that the next meeting of the Parish Council will take place on Wednesday 4 May 2022 at 7pm. (Annual Meeting)

Schedule of Meetings 2021/22 and 2022/23

Meetings of the Parish Council will take place on the following dates:

- Wednesday 4 May 2022 (Annual Meeting)
- Wednesday 6 July 2022
- Wednesday 7 September 2022
- Wednesday 2 November 2022
- Wednesday 4 January 2023
- Wednesday 1 March 2023 at the rise of the Parish Meeting

Craig Ainsworth  
Clerk to the Parish Council  
5 Clarendon Gardens  
Bromley Cross  
BL7 9GW



23 February 2022

<b>Title</b>	<b>Borough/County Councillor Reports</b>					
<b>Report of</b>	<b>Councillors Alistair Morwood, Adrian Lowe and Jean Sherwood, Borough Councillors - Chorley North and Astley (Chorley Borough Council)</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>
<p><b>Purpose of Report</b></p> <p>To consider a report from the Borough Councillors - Chorley North and Astley (Chorley Borough Council).</p>						
<p><b>Key Issues</b></p> <p><b>Ward Councillors Report to Astley Village Parish Council 2 March 2022</b></p> <p>Your three ward councillors continue to attend the various committees and meetings associated with their respective responsibilities. These include Planning, Licensing, Governance and Street Scene, along with Executive and Full Council.</p> <p>We have continued our regular Street Surgeries through the Ward of Chorley North and Astley, knocking on the doors of our constituents to listen to their concerns. In Astley Village this has been in the area off Great Meadow. No significant concerns were raised. We have also familiarised ourselves with the Foxcote Play Area prior to work beginning in near future to refurbish the existing equipment.</p> <p>Consultations on the Westway Play Area have continued between the Parish Council and Chorley Council. Various questions have been raised and replies given by Zoe Whiteside. Further discussions will take place to ensure a positive outcome for all concerned.</p> <p>Discussions via Zoom took place between members of the Parish Council and Cllr Adrian Lowe and Cllr Jean Sherwood regarding the Neighbourhood Plans regarding a proposal for a Memorial/Remembrance Garden on the Village Green. The meeting was very productive, and many suggestions and ideas were put forward. Lindsey Blackstock (Chorley Borough Council) will put these ideas into a draft plan for consideration. Your Councillors very much look forward to ensuring the Neighbourhood Funding is confirmed in order for work to progress.</p>						
<p><b>Action required by the Parish Council</b></p> <p>To note the report.</p>						

# Astley Village Parish Council

<b>Title</b>	<b>Borough/County Councillor Reports</b>					
<b>Report of</b>	<b>County Councillor Aidy Riggott (Euxton, Buckshaw &amp; Astley) - Lancashire County Council</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>
<b>Purpose of Report</b>  To consider a report from the County Councillor for Astley Village (Lancashire County Council)						
<b>Key Issues</b>  In recent weeks, I have been working on the following outside the regular day to day of Council and Committee Meetings:  I have written and have been speaking in support of the Councils letter to Lancashire County Council with regards to the Tree Planting on Chancery Road.  I have been supporting residents and been in close contact with the Highways Dept to ensure that the resurfacing of Great Meadow was a success and did not impede residents any more than was required. I am really pleased to see this latest phase of the work completed following my submission at Highways Meeting back in 2017.						
<b>Action required by the Parish Council</b>  To note the report.						



## Astley Village Parish Council

21 January 2022 at 7.00pm

Present

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

### **302.01 Apologies for Absence**

Apologies were received from Councillors Susan Crook and Gillian Sharples.

### **302.02 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.

Councillor Matt Lynch declared a Personal and Prejudicial interest as a Chorley Borough Councillor in respect of the discussion on the the planning application 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 (Minute 302.13 "Reports from Parish Council representatives on Other Bodies".

### **302.03 Public Engagement**

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

No members of the public were present.

### **302.04 Borough/County Councillor Reports**

A report from Chorley North and Astley Ward Borough Councillors (copies of which had been circulated) was considered.

RESOLVED – That the report be noted.

### **302.05 Minutes**

RESOLVED - That the minutes of the meeting of the Parish Council held on Wednesday 3 November and the Extraordinary Parish Council Meeting on Tuesday 23 November 2021 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

### **302.06 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.

The Chorley North and Astley Ward Borough Councillors had suggested the following possible Neighbourhood Priority Projects which could be submitted the Neighbourhood Area Meeting on 31 January 2022:

- To provide a memorial area including a pair of Unknown Tommy Figurines and planters in Astley Village. Estimated cost £350 for pair figurines plus cost of erection and creation of suitable area. Costs to be investigated.
- To provide extra planters and knee fencing on Chancery Road.
- To environmentally enhance a gateway into Astley Park.

RESOLVED – (1) That the report be noted.

(2) That the expenditure approved by the Parish Clerk, Councillor Almond - Poppy Wreath (Remembrance Sunday) £20, Chorley Borough Council - Room Hire (Extraordinary Council Meeting) £6.90, Printwise - Winter 2021 Newsletter £545, Ms Sue Edwards - Internal Audit 2020-21 £75 and 1st Euxton Scout Group – Delivery of Winter Newsletter £81.25 in accordance with Standing Order 16.2 be noted.

(3) To support the Neighbourhood Priority Projects suggested by the Chorley North and Astley Ward Borough Councillors for consideration at the Neighbourhood Area Meeting on 31 January 2022.

### **302.07 Statutory Business**

#### (i) Co-option to the Parish Council Vacancy

No application had been received and had been circulated to Parish Councillors.

It was noted that Mr Rod Fraser had resigned from the Parish Council on 6 January 2022 resulting in two vacancies on the Parish Council.

RESOLVED – The Parish Clerk be requested to extend the deadline for expressions of interest in relation to the current vacancy to Sunday 20 February 2022.

#### (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:

- The Conversion of integral garage to habitable accommodation at 73 Long Croft Meadow, Astley Village, Chorley, PR7 1TR (Reference: 21/01479/FULHH).

The deadline for any representations was 26 January 2022.

- A two-storey side extension at 87 Studfold, Astley Village, Chorley, PR7 1UA (Reference: 22/00012/FULHH).

The deadline for any representations was 31 January 2022.

RESOLVED – That the planning applications be noted.

### **302.08 West Way Sports Hub - Phase 2 (New Play Area and Work to Pathways at the Site)**

The Parish Clerk & Responsible Financial Officer submitted a report (copies of which had been circulated) providing a formal response to the consultation on Phase 2 (new play area and work to pathways at the site) of the West Way Sports Hub Development.

RESOLVED (Unanimously) – (1) That the details and location of the new play area as part of Phase 2 at the West Way Sports Hub be supported subject to:

- Access to the play area being available 24 hours a day, seven days a week.
- Consideration being given to the installation of knee rail fencing around the perimeter of the site to protect the grass pitches, with multiple accesses for pedestrians/push bikes, instead of a timber post and rail, approximately one metre in height with multiple gates which could in the future be locked.
- The 'Partnership' between Chorley Borough Council and Astley Village Parish Council in delivering the new play area being reflected as part of the scheme.
- Due to the proximity of the new play area to the four ponds of the Community Nature Reserve, fencing should be repaired and made safe around the Nature Reserve to alleviate the safety concerns expressed by the Parish Council.

(2) That the scheme for the footpath layout be considered by the Parish Council before the Parish Council contribution (£5,000) is released.

(3) The Parish Council are concerned that Astley and Buckshaw Junior Football Club appear to have exclusive use of football pitches in the local area and if this is the case, the Parish Council should make representations to protect the interests of young people living in Astley Village in terms of their needs and access to these football pitch facilities.

## 302.09 Financial Matters

### (i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 22 December 2021.

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 January 2022 and 28 February 2022 as follows:

Date	Creditor	Description	Cheque No	Total (£)	Vat (£)	Net (£)
07/01/22	Employee 4	Reimbursements (November 2021)	EB	77.63		77.63
07/01/22	Employee 4	Reimbursements (December 2021)	EB	42.85		42.85
01/01/22	Easy Web Sites	Monthly rental	DD	62.40	10.40	52.00
23/01/22	Zoom	Zoom Subscription (January 2022)	EB	14.39	2.40	11.99
14/01/22	Employee 2	Salary (January 2022)	EB	77.22		77.22
14/01/22	Employee 4	Salary (January 2022)	EB	304.50		304.50
15/01/22	HMRC	Tax (January 2022)	EB	76.20		76.20
01/02/22	Easy Web Sites	Monthly rental	DD	62.40	10.40	52.00
23/02/22	Zoom	Zoom Subscription (February 2022)	EB	14.39	2.40	11.99
15/02/22	Employee 2	Salary (February 2022)	EB	77.22		77.22
15/02/22	Employee 4	Salary (February 2022)	EB	304.70		304.70
15/02/22	HMRC	Tax (February 2022)	EB	76.00		76.00
				<b>1189.90</b>	<b>25.60</b>	<b>1164.30</b>

### (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) Proposed 2022/23 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 2022/23.

It was reported that the 2022/23 Tax Base approved by Chorley Borough Council for Astley Village was 927.20.

RESOLVED (Unanimously) – That the Astley Village Parish Precept for 2022/23 be set at £24,274 (Parish Yield: £20,397 and Parish Top-up Grant: £3,877) with the Band D amount being £22 (the same as 2021/22).

(v) Appointment of Internal Auditor for 2021/22 Accounts.

RESOLVED – That Ms Susan Edwards be appointed as Internal Auditor in respect of the 2021/22 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 – That the Asset Register be approved.

**302.10 The implications of potential HMOs in the Parish**

The Parish Clerk reminded the Parish Council that at the last meeting on 3 November 2021, it was agreed to include this item on the Summons for this Council Meeting.

RESOLVED – That the item be deferred until the next meeting of the Parish Council on 2 March 2022.

**302.11 Newsletter**

The Parish Council discussed the timing and potential articles for the Spring edition of the Parish Council Newsletter.

RESOLVED – (1) That the next newsletter be produced in June 2022 and the Parish Clerk be requested to include an item on the Summons for the Parish Council meeting on 2 March 2022 to consider the content.

(2) That Parish Councillors be requested to suggest potential articles to the Parish Clerk in advance of the next Parish Council Meeting on 2 March 2022.

**302.12 Environment Reports**

No issues were raised.

### **302.13 Reports from Parish Council representatives on Other Bodies**

#### Chorley Liaison

Councillor Arnold Almond reported that he and the Parish Clerk had attended a meeting of the Chorley Liaison on Wednesday 19 January 2022. A copy of the minutes from the meeting held on 20 October 2021 had been circulated with the Summons.

#### Friends of Astley Park

Councillor John McAndrew reported that the Parish Council had previously objected to the proposed 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 on environmental grounds and the adverse impact on the ancient woodland.

He reported that the application had been refused by Chorley Borough Council but the applicant had submitted an appeal against this decision. He suggested that the Parish Council should support the Friends of Astley Park in making representations against the proposed development to the Planning Inspector.

RESOLVED – That Councillor John McAndrew be requested to make representations against the proposed development to the Planning Inspector reiterating the previous objections of the Parish Council.

#### Neighbourhood Area Meeting (Chorley Town North)

Councillor Arnold Almond reported that he and the Parish Clerk had attended a meeting of the Neighbourhood Area Meetings (Chorley Town North) on Wednesday 29 September 2021 and a copy of the minutes had been circulated with the Summons. He reported that the next meeting was on Monday 31 January 2022.

RESOLVED – That the reports be noted.

### **302.14 Minutes of the Personnel Committee.**

The minutes of the Personnel Committee held on 7 July and 17 November 2021 (copies of which had been circulated) were noted.

### **302.15 Correspondence**

Correspondence received had been reported as part of the 'Parish Clerk Report' (Minute 302.06).

### **302.16 Date of Next Meeting**

It was agreed that the next meeting of the Parish Council would take place on Wednesday 2 March 2022 at the time of the Parish Meeting.

The meeting concluded at 8.20pm.

Chair



# Astley Village Parish Council

<b>Title</b>	<b>Parish Clerk Report</b>					
<b>Report of</b>	<b>Parish Clerk &amp; Responsible Financial Officer</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>
<p><b>Purpose of Report</b></p> <p>To provide an update on ongoing projects, work outstanding and activities since the last meeting of the Parish Council.</p>						
<p><b>Key Issues</b></p> <p><b>Annual Bonfire and Fireworks – 5 November 2021</b>  Following the bonfire event organised in Astley Park by Chorley Borough Council there had been problems with cars parked on the grass verges all along Chancery Road. A site meeting was held with Mr Andrew Daniels, Chorley Borough Council’s Shared Service Lead (Communications and Visitor Economy) on Tuesday 9 November 2021. An update will be provided at the Parish Council Meeting on 5 January 2022.</p> <p><b>Neighbourhood Priority Projects</b>  At the Neighbourhood Area Meeting on 31 January 2022, a joint proposal by the Parish Council and Chorley North and Astley Ward Borough Councillors was put forward for Neighbourhood priority project funding. It was agreed to support a Remembrance Community Garden in Astley Village and a draft proposal is being prepared by Chorley Borough Council for consideration by the Parish Council.</p> <p><b>Fingerpost Signs</b>  Councillor Chris Sheldon had expressed the view that the third fingerpost sign which had been suggested is located at the junction of Derian House and Chancery Road directing pedestrians to the village centre would not assist in indicating to pedestrians the shortcut route from near Derian House to the Village Centre.</p>						

**Trees**

The Parish Council has written to Lancashire County Council requesting support and permission for the trees planted by the Parish Council along Chancery Road. An update will be provided at the meeting in relation to the planting of trees on the village green in front of the shops/flats.

**Wildflower Meadow Programme 2022**

It has been agreed with Chris Walmsley, Streetscene Services Manager (Chorley Borough Council) to have a single 50 metre long, two-metre wide wildflower strip the side of the path that goes from Derian House drive entrance to near the lay-bye on Euxton Lane with access to the field at each end, at an estimated cost of £170. The path is about 70m long so there will be around 10m at each end where there will be no wildflowers.

The Parish Clerk has approved the following expenditure in accordance with Standing Order 16.2:

- Hartwood Maintenance (£100 to weed the borders as well as freshen them up etc, relation to the ten planters in Astley Village).
- Norton (£64.99 - Anti Virus Software (Subscription))

**Action required by the Parish Council**

That the report be noted.

# Astley Village Parish Council

<b>Title</b>	<b>Planning Issues Relevant to the Village</b>					
<b>Report of</b>	<b>Parish Clerk</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>
<b>Purpose of Report</b> To consider any planning issues relevant to the village.						
<b>Key Issues</b> The Parish Council has not been consulted by Chorley Borough Council on any planning applications since the last meeting of the Parish Council on 21 January 2022.						
<b>Action required by the Parish Council</b> To note the report.						

**FINANCIAL POSITION - SUMMARY 2 March 2022**  
**Financial Year 2021/22 (1 April 2021 to 31 March 2022)**

			£
<b>Receipts and Expenditure Account</b>			
<b>Receipts</b>			
Precepts			20,350.00
Grant			3,877.00
Bank Interest			6.17
Advertisements			-
VAT on Receipts/Recovered			761.68
Total Receipts			<u>24,994.85</u>
<b>Expenditure Total</b>			<u>14,147.37</u>
<b>Income &amp; Expenditure Reconciliation</b>			
Balance Brought Forward at 1 April 2021			73,469.04
Add: total receipts to date		+	24,994.85
Less: total expenditure to date		-	14,147.37
Balance			<u>84,316.52</u>
<b>Bank Reconciliation</b>			
Community Account (chequeing account)	21/02/22	+	1,500.00
Business Premium Account	21/02/22	+	78,279.80
Unify Credit Union deposit	01/04/21		5,358.10
Less unpresented cheques/ET/SO		-	821.38
Plus uncleared credits		+	<u>84,316.52</u>
	<b>Unpresented cheques/SO/Payments</b>		
	February		14.39
	Hartwood Maintenance		100.00
	March		706.99
			<b>821.38</b>
	<b>Uncleared Incomes</b>		
			<b>0.00</b>

**AGENDA ITEM 9(ii)****PAYMENTS TO BE APPROVED**

January/February 2022

Date	Creditor	Description	Cheque No	Total	Vat	Net
04/04/22	Employee 4	Reimbursements (January 2022)	EB	58.60		58.60
04/03/22	Employee 4	Reimbursements (February 2022)	EB	27.10		27.10
01/03/22	Easy Web Sites	Monthly rental	DD	62.40	10.40	52.00
23/03/22	Zoom	Zoom Subscription (March 2022)	EB	14.39	2.40	11.99
15/03/22	Employee 2	Salary (March 2022)	EB	77.22		77.22
15/03/22	Employee 4	Salary & Backpay (March 2022)	EB	373.88		373.88
15/03/22	HMRC	Tax (March 2022)	EB	93.40		93.40
01/04/22	Easy Web Sites	Monthly rental	DD	62.40	10.40	52.00
23/04/22	Zoom	Zoom Subscription (April 2022)	EB	14.39	2.40	11.99
15/04/22	Employee 2	Salary (April 2022)	EB	82.33		82.33
15/04/22	Employee 4	Salary (April 2022)	EB	309.76		309.76
15/04/22	HMRC	Tax (April 2022)	EB	0.00		0.00
				<b>1175.87</b>	<b>25.60</b>	<b>1150.27</b>

**BUDGET REPORT – 2 March 2022****Financial Year 2021/22 (1 April 2021 to 31 March 2022)**

Budget Heading		Budget Sub-Heading	Total Budget (£)	Spend to date (ex vat) (£)	Income (£)	Budget Remaining (£)
<b>01 - ADMINISTRATION</b>	01-1	Room Hire/ Zoom Subscription	200.00	213.70		- 13.70
	01-2	Office/Sundry	1,500.00	543.46		956.54
	01-3	Insurance	400.00	444.87		- 44.87
	01-4	Auditors/Accounts	300.00	275.00		25.00
	01-5	Election/By-Election/Polls	5,000.00	-		5,000.00
	01-6	Employee Costs (Salary, Training etc)	6,000.00	6,078.08		- 78.08
	01-7	Employee Contingency	2,000.00	-		2,000.00
	01-8	IT/Website	1,000.00	619.16		380.84
<b>02 - COUNCIL</b>	02-1	Newsletter/Publications	1,500.00	1,156.25		343.75
	02-2	Village Caretaker	1,000.00	99.16		900.84
	02-3	Councillor Training	500.00	-		500.00
	02-4	Grant Awards/Local Projects & Groups	1,000.00	-		1,000.00
<b>03 - VILLAGE DEVELOPMENT PLAN</b>	03-1	Lighting of Christmas Tree/Christmas Event	800.00	-		800.00
	03-2	Village Improvements (Renovation of Bus Shelters)	3,000.00	3,025.00		- 25.00
	03-3	Improve Village Centre & Enhance Village Green	1,000.00	40.00		960.00
	03-4	Planter Scheme	500.00	330.00		170.00
	03-5	Tree Planting	5,000.00	-		5,000.00
	03-6	Wildflower Meadow Initiative	500.00	-		500.00
	03-7	Litter Bins	-	-		-
	03-8	Respect the Village Campaign	-	-		-
	03-9	Finger Post Signs	2,500.00	-		2,500.00
	03-10	Gateway Signs & Refurbishment of Millennium Notice Board	5,000.00	360.00		4,640.00
	03-11	Road Safety	-	-		-
	03-12	Grant (Chorley Borough Council) - Astley Hall	2,000.00	-		2,000.00
	03-13	Play area and path at West Way Sports Hub	35,000.00	-		35,000.00
	03-14	Improving Community Engagement and Raising the Profile of the Parish Council	500.00	20.00		480.00
<b>04 - GENERAL RESERVE</b>	04	General Reserve	21,321.20	-		21,321.20
Balance Carried Forward from 2020/21	73,469.04					
<b>TOTALS</b>			<b>97,521.20</b>	<b>13,204.68</b>	<b>-</b>	<b>84,316.52</b>
<b>VAT to be Recovered</b>		<b>£942.69</b>				
<b>Total Spend to Date</b>				<b>14,147.37</b>		

# Astley Village Parish Council

<b>Title</b>	<b>Astley Village - Radar Speed Signs (SPID's)</b>					
<b>Report of</b>	<b>Parish Clerk &amp; Responsible Financial Officer</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>	<b>X</b>	<b>Discussion</b>		<b>Information</b>	
<p><b>Purpose of Report</b></p> <p>The Village Development Working Group at its meeting on 16 December 2021 invited the Parish Council to investigate an annual maintenance/service plan for the SPIDs.</p>						
<p><b>Key Issues</b></p> <p>Pandora Technologies Ltd Radar Speed Signs who supplied the SPID's have commented that they generally recommend that only light maintenance should be required, such as a wipe down every so often in order to keep the front lens clear and the solar panel clean of debris.</p> <p>Beyond this, the sign may need a battery change at some stage. The onboard battery may last up to 5 years, depending on traffic flow etc. The battery, much like a car battery, is a lifted item and will eventually need replacing.</p> <p>They suggest, at this point, that a general service should take place which would include replacing the battery and checking over of all of the internal parts before resealing the sign case, testing and returning.</p> <p>Currently a 'return-to-base' service costs £230.00 plus VAT. This includes carriage both ways, but they do require the sign to be taken down from the post and wrapped up as well as possible, ready for collection and the sign would require to be installed back on the post by the Parish Council, upon it's returned.</p> <p>If Pandora Technologies Ltd Radar Speed Signs find that there are any issues or faults with the sign whilst they are performing the service, they would contact the Parish Clerk to discuss any additional parts or labour required, before commencing repair.</p>						
<p><b>Action required by the Parish Council</b></p> <p>The Parish Council are invited to consider how to proceed.</p>						



# Astley Village Parish Council

<b>Title</b>	<b>West Way Sports Hub - Phase 2 (New Play Area and Work to Pathways at the Site)</b>					
<b>Report of</b>	<b>Parish Clerk &amp; Responsible Financial Officer</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>

## Purpose of Report

To provide details of the response from Chorley Borough Council relating to the issues raised at the last Parish Council Meeting on 21 January 2022 regarding Phase 2 (New Play Area and Work to Pathways at the Site) at West Way Sports Hub.

## Key Issues

Below are the responses received from Simon Forster, Open Space Strategy Officer (Chorley Borough Council) to the resolutions passed by the Parish Council on 21 January 2022:

**RESOLUTION (1)** That the details and location of the new play area as part of Phase 2 at the West Way Sports Hub be supported subject to:

(a) Access to the play area being available 24 hours a day, seven days a week.

## RESPONSE

The play area itself will be open to the public at all times and pedestrian access to the play area will be possible at all times via the footpath connection to Chancery Road currently being tendered and further footpath links once agreed and implemented. Permanent staff have now been appointed for the West Way Sports Hub and the proposed full hours of opening going forward are 9am to 10pm Mon-Fri and 9am to 6pm Sat & Sun. It is not practical for the car park gates to be unlocked or the toilets to be open outside of these times as the Council need to protect their asset. I trust this is acceptable.

(b) Consideration being given to the installation of knee rail fencing around the perimeter of the site to protect the grass pitches, with multiple accesses for pedestrians/push bikes, instead of a timber post and rail, approximately one metre in height with multiple gates which could in the future be locked.

**RESPONSE**

Chorley Borough Council are happy to consider this request subject to budget constraints.

- (c) The 'Partnership' between Chorley Borough Council and Astley Village Parish Council in delivering the new play area being reflected as part of the scheme.

**RESPONSE**

Agreed.

- (d) Due to the proximity of the new play area to the four ponds of the Community Nature Reserve, fencing should be repaired and made safe around the Nature Reserve to alleviate the safety concerns expressed by the Parish Council.

**RESPONSE**

Agreed.

RESOLUTION (2) That the scheme for the footpath layout be considered by the Parish Council before the Parish Council contribution (£5,000) is released.

**RESPONSE**

Agreed.

RESOLUTION (3) (i) The Parish Council are concerned that Astley and Buckshaw Junior Football Club appear to have exclusive use of football pitches in the local area and if this is the case, the Parish Council should make representations to protect the interests of young people living in Astley Village in terms of their needs and access to these football pitch facilities.

**RESPONSE**

Chorley Borough Council note the concerns of the Parish Council regarding the potential leasing of the grass pitches to Astley and Buckshaw Junior Football Club. Further work needs to be done in terms of grass pitch lease/license/hire negotiations in order to agree principles acceptable to all stakeholders. I suggest that once a draft model for use and maintenance of the grass pitches has been agreed that we share this with the Parish Council for comment.

- (ii) Could you please confirm that the tendering exercise can now proceed on this basis?

**RESPONSE**

It is intended to move forward with the tendering of the play area following a consultation to be held with the pupils at Buckshaw Primary School to further inform the design brief for the play area.

**Action required by the Parish Council**

That the report be noted.





## Department for Levelling Up, Housing & Communities

**Rt Hon Michael Gove MP**

*Secretary of State for Levelling Up, Housing  
and Communities*

*Minister for Intergovernmental Relations*

**Department for Levelling Up, Housing and  
Communities**

4th Floor, Fry Building  
2 Marsham Street  
London SW1P 4DF

To: All local authorities in the United Kingdom

6 January 2022

### **HER MAJESTY THE QUEEN'S PLATINUM JUBILEE**

In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee. To mark The Queen's historic 70-year reign, 2022 will see Platinum Jubilee celebrations throughout the UK and the Commonwealth as part of a year-long programme of events.

We want celebrations to be even bigger and better than previous national celebrations and for as many people as possible across the nation to participate, at any point from January to December 2022. You'll be aware that an announcement was made to extend the bank holiday weekend from Thursday 2 to Sunday 5 June 2022 to provide opportunities for communities throughout the UK to come together to celebrate this historic milestone.

We know that you and partnering organisations you work with understand your communities best and will support them to participate in celebrations. We also know you will want to make sure that this momentous occasion is marked fittingly, and many of you have already started planning exciting programmes of events for your local areas. To support your preparations, we wanted to highlight some of the opportunities for councils and your communities to engage with the Platinum Jubilee which are listed below:

- **Street Parties and 'The Big Jubilee Lunch'**
  - Street parties should be encouraged, and you can play an important role in supporting residents who want to organise parties for their neighbours. For example, relaxing road closure rules to enable street parties to take place as easily as possible will be important. Updated street parties' guidance on how to organise a street party can be found [here](#).
- **The Big Jubilee Lunch – 2 to 5 June 2022**
  - The Big Jubilee Lunch encourages communities to come together, celebrate their connections and get to know each other a little bit better and will bring the Jubilee celebrations into the heart of every community. More details can be found [here](#).
- **Beacon Lighting**
  - In keeping with the long tradition of celebrating Royal Jubilees, Weddings and Coronations, councils are encouraged to light beacons across the UK in the evening of 2 June 2022. Should you wish to take part, more information can be found in the specific Beacons website which can be found [here](#).
- **Platinum Jubilee Events/projects organised by Local Authority-owned civic amenities**
  - Libraries, museums, leisure centres, heritage sites etc are welcome to host their own individual events and projects to mark the Platinum Jubilee. For example, this could include exhibitions, concerts or special talks.

- **National Lottery Funding**
  - More than £22 million of National Lottery funding is being made available to help communities across the country come together to celebrate the Platinum Jubilee. More information on the different funds available can be found [here](#).
- **The Platinum Jubilee Emblem**
  - The official Platinum Jubilee Emblem is available for use for all activities associated with the Platinum Jubilee celebrations, including community and national events. It is free to download [from the Royal website](#), where detailed usage guidance can also be found.
- **The Queen's Green Canopy**
  - Everyone from individuals to community groups, villages, cities, counties, schools and corporations are encouraged to plant a tree for the Jubilee. The initiative runs from October 2021, when the tree planting season began, through to the end of the Jubilee year in 2022. More details can be found [here](#).
- **City Status Competition**
  - The Civic Honours competition launched on 8 June. These rare awards will grant winning towns and cities 'city status' and 'Lord Mayor or Provost status'. More details can be found [here](#).
- **Council led events**
  - Councils are welcome to organise and facilitate large scale Platinum Jubilee events and celebrations of their own choosing within their towns and cities, which could include their own civic occasion, for example, "The Mayor's Jubilee Party".
- **Local pageants**
  - Further guidance on how to host a local pageant will be available early in 2022.
- **Broadcast the TV feed.**
  - The use of local large screens in public places to show TV coverage of the Jubilee, which could include The Platinum Party at the Palace. These screenings could be complemented or enhanced by being a part of a wider event.

The Department for Digital, Culture, Media and Sport (DCMS) have launched a Platinum Jubilee website which includes useful related resources. The website includes an interactive map, for people and organisations to contribute to and others to search for information on activities taking place near to them. Please explore the website and submit events and activities to be included on the map, which can be found [here](#).

We look forward to seeing the exciting and creative ways in which you and your communities choose to mark the Queen's Platinum Jubilee.

With every good wish,



**Rt Hon Michael Gove MP**  
**Secretary of State for Levelling Up, Housing and Communities**  
**and Minister for Intergovernmental Relations**

# Astley Village Parish Council

## POLICY AND DOCUMENT LIST/REVIEW

	Doc No.	Policy or Document	Created / Reviewed	Meeting/ Review	Council Website
Official	01	Code of Conduct	Adopted 04/07/12		Yes
Official	02	Freedom of Information Publication Scheme	Adopted 03/11/08		Yes
Official	03	Standing Orders*	Reviewed 05/05/21	Annual meeting (May)	Yes
Finance	04	Financial Regulations*	Reviewed 05/05/21	Annual meeting (May)	Yes
Finance	05	Financial Risk Assessment *	Reviewed 08/09/21	September	Yes
Finance	06	Statement on Internal Control*	Reviewed 08/09/21	September	Yes
Council	07	Asset Register *	Reviewed 21/01/22	January	
Council	08	Complaints Procedure	Adopted 04/09/19		Yes
Council	09	Grant Policy and Application Form	Reviewed 06/01/21		Yes
Council	10	Business Continuity Plan	Reviewed 04/09/13		
Council	11	Social Media Policy	Reviewed 01/03/17		Yes
Council	12	Publicity Protocol	Reviewed 03/10/12		Yes
Council	13	Contact Privacy Policy	Approved 3/11/21		Yes
Council	14	Representative Protocol	Approved 05/12/07		Yes
Council	15	Bullying and Harassment Policy	Reviewed 19/01/21		Yes
Council	16	Equal Opportunities Policy	Reviewed 19/01/21		Yes
Council	17	Health and Safety Policy	Reviewed 19/01/21		Yes
Council	18	Grievance Procedure	Reviewed 19/01/21		Yes
Council	19	Disciplinary Procedure	Reviewed 19/01/21		Yes
Council	20	Councillor/Employee Relations	Reviewed 19/01/21		Yes

Council	21	Training Policy	Reviewed 19/01/21		Yes
Council	22	Councillor Contact Details Form	Approved 03/03/10		
Council	23	Terms of Reference for Personnel Committee*	Reviewed 05/05/21	Annual meeting (May)	Yes
Council	24	Sickness Absence Policy/Procedure	Reviewed 19/01/21		Yes
Council	25	Clerk Expense/Reimbursement Policy	Approved 02/09/20		Yes
Council	26	Village Development Two Year Plan	Reviewed 21/01/22	January	Yes
Council	27	Internal Audit Plan and Statement of Internal Control*	Reviewed 08/09/21	September	Yes
Council	28	Vision, Aims and Objectives	Approved 04/11/20		Yes
Council	29	Scheme of Delegation*	Approved 05/05/21	Annual meeting (May)	Yes
Council	30	Document Retention Policy	Approved 3/11/21		Yes
Council	31	Protocol for Public Participation	Approved 2/11/21		Yes
Council	32	GDPR Risk Assessment*	Approved 03/11/21	November	Yes

\* Requires annual review

# Astley Village Parish Council

<b>Title</b>	<b>Annual Report 2021/22</b>					
<b>Report of</b>	<b>Councillor Arnold Almond, Chair of the Parish Council</b>					
<b>Date</b>	<b>2 March 2022</b>					
<b>Type of Paper</b>	<b>Decision</b>		<b>Discussion</b>		<b>Information</b>	<b>X</b>
<p><b>Purpose of Report</b></p> <p>To present the Annual Report for Astley Village Parish Council for 2021/22.</p>						
<p><b>Key Issues</b></p> <p>At the Annual Parish Council Meeting in May 2021, I was elected Chair of the Parish Council, following Councillor Laura Lennox's decision to retire from the Chair and the Parish Council, along with her husband Chris Lennox, both Parish Councillors for many years</p> <p>Laura had occupied the Council Chair position for more many years and has been a focal point of contact for the village residents throughout her tenure. In addition, Laura has held the positions of Chorley Borough Councillor, Buckshaw School Governor and has been involved in many other Committees and positions serving the Astley Village community. Both Laura and Chris lived in the village for almost 40 years, they will both be greatly missed for their experience, their hard work and for their combined energy and drive on the Village Council; I wish them both a very long and happy retirement.</p> <p>We also lost two other valuable members of the Council during this 2021/22 Council year, namely Councillor Rod Fraser and Councillor Anne Price. I would like to thank Rod for his many contributions during my term in office and for his work with the General Working Group. Rod has been a very active Astley Village Parish Council member for many years and his experience and contribution will be very much missed. Anne, due to her personal circumstances had a short tenure on the Parish Council, but again I would like to thank her for her Council work. I'm sure that I speak for the whole of Parish Council when I say that we wish them both all the very best in their future endeavours.</p>						

On a positive note, during this same Council year, our Parish Council co-opted Councillor Keith Ashton, resident of Long Croft Meadow, and Councillor Emma Barraclough a resident of Broadfields onto the Parish Council and both have settled in well and are proving to be hard working dedicated Councillors. In addition, Councillor Matt Lynch of Buckshaw Hall Close has been co-opted onto the Parish Council after a three-year absence. Again, Matt brings a wealth of experience back to the Council. We welcome them all as their experience and hard work will be a great asset to us all.

At the time of writing this report, we still have vacancies on the Parish Council, and we would welcome applications from village residents and others residing within three miles of the Parish borders. We have a very active and dynamic group of Councillors and further new and diverse blood will be most welcome. We meet formally as a Council just six times in the year, bi-monthly, though our activities are daily 365 days per year. The Notice Boards at the Hallgate entrance and at the front of the Community Centre and our Website have details of how applicants can apply or find out more about the role of a Parish Councillor.

Throughout the winter months of 2021 and into 2022 the Parish Council has continued to push forward quite a number of initiatives including:

- We Continue to support the planting and replacement of our village's lost trees. The Village Council is working in tandem with Chorley Borough Council on an environmental initiative on 'Climate Change' and a 'Green Agenda,' supporting our commitment to become more carbon neutral. Most of our Council efforts will focus on replacing trees that have been lost. During 2020 10 new trees were planted along Chancery Road and in 2021 a further 30 trees were planted, most of them filling gaps left by the removal of dead trees.
- Chancery Road Bus Shelters. A complete refurbishment of the 10 Bus Shelters along Chancery Road, which was long overdue. Again, the Parish Council has worked together with Chorley Borough Council to have the shelters, the seating, the waste bins and the surrounding base areas power washed and the shelters repainted.
- The two Gateway Signs at each end of Chancery Road have been refurbished. The Parish Council will also be completing the refurbishment of the Notice Board at the junction of Chancery and Hallgate.
- A number of new Finger Posts are to be erected along Chancery giving visitors directions to Astley Park, the new Westway Sports Hub and the various walks around the village.

During the Summer of 2021, the official opening of the West Way Sports Hub took place, the ribbon cut by our Chorley MP and Speaker of the House of Commons, Sir Lindsay Hoyle. Though raining on the day, the opening was very well supported and the opening speech by Sir Lindsay was very well received, as was his involvement with the footballing youngsters who had been invited to take part (though we didn't see any threat to Ronaldo or Moh Salah on the day). The Parish Council has agreed to provide a financial contribution towards a new children's play area and associated paths.

Another significant event in the 2021 calendar was the G7 Speakers Conference, held in July, again hosted by Chorley MP and Speaker of the House, Sir Lindsay Hoyle. The Conference took place over three days, 17 – 19 July and ended with a Red Arrows flyover of the village and Astley Hall. We believe that it was a very successful Conference, and it was certainly a once in a lifetime event for Chorley, Astley Hall and therefore, for Astley Village.

The mini meadows and wildflower borders initiative by Chorley Council along Chancery Road, supported by the Parish Council, certainly eventually brought some additional wildflowers to the village, along with correspondence from our residents, both positive and negative. The initiative is a long-term commitment by Chorley Council in line with the national effort to improve the environment and reduce the problems caused by CO2 emissions; our Parish Council has engaged with Chorley Council and has submitted a proposed plan to them to achieve more acceptable and less contentious results in the 2022 programme.

The annual Village Carol Singing event took place on Wednesday 15 December 2021, close by the Christmas Tree and the Community Centre. It was attended by our Parish Councillors, Chorley Borough Councillors and a good number of local residents. Due to Covid-19 restrictions the event had to be scaled back somewhat, but hopefully we will be able to return to a more inclusive event in December 2022.

Further projects are currently under discussion within the Parish Council, with the overall aim of continuing to improve the landscape and facilities in the village in which we all reside, making it a pleasure for all our residents to share and to be proud of. Throughout this current Council year, we have continued to work on further developing our working relationship with our Lancashire County Councillors, Chorley Borough Councillor colleagues and with individual Chorley Borough Council Departments. We have also endeavoured to build stronger relationships with the schools and other private organisations and charities operating within the Parish boundary and will continue to do so.

As we meet in March 2022, we are moving to a National Government Covid-19 policy of 'living with Covid,' with most restrictions being eased or completely retired. Only time will tell us if this new policy works to the benefit of us all and allows us to return to an acceptable 'new normal.' The past two years has presented us all with hitherto unknowns which has brought much heartache to many and the loss of close family, friends and neighbours of most of us. The rest of 2022 and probably for years to come will be a challenge for us all, but we are filled with an indomitable resolve to cope with this challenge, for sure.

As I mentioned earlier, we have a very active and dynamic group of Parish Councillors and a professional hardworking Parish Clerk and Financial Officer and my personal sincere thanks go out to them all for their help and support during this, my debut year of tenure as Council Chair.

Councillor Arnold Almond  
2 March 2022.

## Chorley Liaison

Wednesday, 19th January 2022, 6.30 pm  
Council Chamber, Town Hall, Chorley and Youtube

### Agenda

#### Apologies

- |   |   |                |
|---|---|----------------|
| 1 | <b>Welcome by the Chair</b>   |                |
| 2 | <b>Minutes of meeting Wednesday, 20 October 2021 of Chorley Liaison</b>   | (Pages 3 - 6)  |
| 3 | <b>Budget Presentation</b><br><br>James Thomson, Deputy Director of Finance will deliver a short presentation and take questions.   |                |
| 4 | <b>Item requested by Adlington Town Council</b><br><br><b>Background</b><br>The request from LCC for £30 per lamppost for hanging baskets and the cost implications for local councils as well as the weight restrictions limiting the floral displays themselves. It will likely be an Issue for several parishes and Chorley Council. | (Pages 7 - 32) |
| 5 | <b>Item requested by Croston Parish Council</b><br><br><b>Background</b><br>The Parish Council would like to know what help is available from the Planning Department for residents who need advice on planning issues, other than being referred to generic information on the website.  |                |
| 6 | <b>Item requested by Heapey Parish Council</b><br><br><b>Background</b><br>The Parish Councillors have raised concerns about the amount of rural fly tipping and would like information on the number of offenders caught and the level of fines.   |                |

## **7 Questions from Members of the Liaison and the public**

In order to allow members of the Liaison and members of the public to raise issues of local concern, a period of 20 minutes has been set aside.

A member of the public may speak for no more than 3 minutes. Members of the public are not required to give notice of the issue they intend to raise, although it is expected in the case of service issues that the appropriate mechanisms for resolving the issue have been explored.

Where a question is raised which cannot be answered at the meeting, a record will be kept by officers supporting the meeting and it will be responded to via the appropriate mechanism.

## **8 Items for Future Meetings**

A schedule setting out deadlines for items to be requested on the agenda for the Chorley Liaison and dates for future meetings is enclosed.

## **9 Any urgent business previously agreed with the Chair**

Gary Hall  
Chief Executive

Electronic agendas sent to Members of the Chorley Liaison Councillor Gordon France (Eastern Parishes) (Chair), Councillor Kim Snape (Chorley Rural East Division, Lancashire County Council) (Vice-Chair) and Councillors Alistair Bradley (Chorley Town), Sam Chapman (Northern Parishes), Hasina Khan (Chorley Town East), Debra Platt (Chorley Town North), Steve Holgate (Chorley Town West) and Alan Platt (Western Parishes).

Electronic agendas sent to Chorley Liaison reserves (Councillors ) for information.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or [chorley.gov.uk](http://chorley.gov.uk)

## Neighbourhood Area Meeting; Chorley North

Monday, 31st January 2022, 6.30 pm

Council Chamber and Microsoft TEAMS

### Agenda

- |   |   |                   |
|---|---|-------------------|
| 1 | <b>Welcome and Introductions</b>  |                   |
| 2 | <b>Apologies for Absence</b>  |                   |
| 3 | <b>Minutes of meeting held on Wednesday 29 September 2021</b><br><br>Minutes of the meeting held on 29 September 2021 to be agreed as a correct record.                                   | (Pages 3 - 6)     |
| 4 | <b>Matters Arising - To discuss the name of this Neighbourhood Area Meeting</b><br><br>To discuss the name of this Neighbourhood Area Meeting further to Minute 21.9 – 29 September 2021. |                   |
| 5 | <b>Chorley North - 2021/22 Neighbourhood Priorities Update</b><br><br>Report of the Director of Communities attached.   | (Pages 7 - 10)    |
| 6 | <b>Chorley North - Selecting 2022/23 Neighbourhood Priorities</b><br><br>Report of the Director of Communities attached.  | (Pages 11 - 152)  |
| 7 | <b>Empty Properties Update</b><br><br>Report attached for information.  | (Pages 153 - 158) |
| 8 | <b>Adoptions Update</b><br><br>Report attached.   | (Pages 159 - 166) |
| 9 | <b>Date of next meeting</b><br><br>To be confirmed.   |                   |

Gary Hall  
Chief Executive

Electronic agendas sent to Members of the Neighbourhood Area Meeting; Chorley North Councillors Mark Clifford, Danny Gee, Tom Gray, Hasina Khan, Adrian Lowe, Alistair Morwood, Debra Platt, Aidy Riggott, Jean Sherwood, Christine Turner and John Walker.

Meeting contact Clare Gornall, Democratic and Member Services Officer on or email [clare.gornall@chorley.gov.uk](mailto:clare.gornall@chorley.gov.uk)

Electronic agendas sent to Neighbourhood Area Meeting; Chorley North reserves (Councillors ) for information.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or [chorley.gov.uk](http://chorley.gov.uk)



Report of	Meeting	Date
Director Communities	Chorley North Neighbourhood Area Meeting	31 <sup>st</sup> January 2022

## NEIGHBOURHOOD PRIORITIES – 2021/22 PROJECT UPDATES

Confidential report	No
Is this decision key?	No

### PURPOSE OF REPORT

- To update the group on the delivery and progress of the neighbourhood priorities for completion in 2022

### RECOMMENDATION(S)

- That the report be noted.

### CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
<b>Clean, safe and healthy homes and communities</b>	✓	<b>An ambitious council that does more to meet the needs of residents and the local area</b>	✓

### BACKGROUND

- Neighbourhood working has been a key priority for Chorley Council and since 2007 has seen the creation, adoption and implementation of the neighbourhood working model for Chorley which provides bringing together of neighbourhood teams, a funding mechanism to support local initiatives, reinforcement of the role of the ward Councillor in neighbourhoods, partnership working with key local stakeholders and support for relatively deprived and poorly organised neighbourhoods.
- The definition of neighbourhood working adopted is as follows:

**‘Working with our partners to improve the quality of life, health and wellbeing of all our citizens and improve the environment of the neighbourhoods in which they live’**

This definition emphasised the need to work on a partnership basis and to address wider issues within our communities such as health but recognises that work and activities that improve the environment and quality of life for our communities is also essential.

6. Neighbourhood working delivery is developed from a twice-yearly neighbourhood area meeting whereby neighbourhood area groups submit expressions of Interest to undertake environmental and community 'Neighbourhood Priority Projects' in their wards/communities.
7. The neighbourhood meetings in January and February of each year would usually provide the mechanism for the neighbourhood groups to identify and agree the preferred projects that are important to the residents of each area. However, due to the impact of Covid and our response to supporting communities, combined with new ward boundaries that come into effect in May 2021, the selection process for 2021/22 took place within September/October 2021 meetings. For 2022/23, the selection process will return to normal within the Jan/Feb 2022 meetings
8. This report provides an update, identifying where priority projects have been completed, and where further work is needed.

### NEIGHBOURHOOD PRIORITIES 2021/22

9. In the meetings held in September/October 2021 the priorities selected for the Chorley North neighbourhood area were:
  - Install a public access defibrillator at Buckshaw Parkway Station / or surrounding area
  - Develop a Community Café / social activity group to tackle loneliness and vulnerability
  - To provide three Community skip / clean up days at identified locations within the neighbourhood area
  - To improve condition of identified bus Shelters which need restoring within the neighbourhood area
10. The table below identifies the remaining work and the key dates for completion.

Priority	Updates	Anticipated completion
Install a public access defibrillator at Buckshaw Parkway Station / or surrounding area	Working with Euxton Parish Council to identify site. Establishing what contact has been made with Buckshaw Railway Station if feasible to install there.	March
Develop a Community Café / social activity group to tackle loneliness and vulnerability	<p>Agreed to look at set up of talking tables activity in the area at Buckshaw Village / Euxton. Also, to set up sign posting / communication mechanisms to existing activities and groups available in the area</p> <p>Made contact with Costa on Buckshaw and waiting for response</p> <p>Discussions with Euxton Library who would be happy to host talking table befriending session as pilot and measure take up. Promotion will be arranged following agreements with venues and partners. Parish Councils to advertise in their newsletter, current activities at Community Centres and promote via our</p>	<p>March 2022</p> <p>ongoing and sustained by community partners with support when needed</p>

	communications team. To sustain it is hoped if successful take up, Friends for you have capacity to sustain this longer term	
To provide three Community skip / clean up days at identified locations within the neighbourhood area	Whittle le woods clean up delivered in November Clean Up day organised for 29th January within Corporation St area Working with Euxton Parish to deliver a clean-up day on Saturday 19th March at Greenside Car park	March
To improve condition of identified bus Shelters which need restoring within the neighbourhood area	Location of two bus shelters to be refurbished has been agreed. Quotes received to paint and install seating. Area group to approve spend. Following meet will place order as agreed. Regards painting, this is subject to weather conditions so may not take place to better weather in March/April	March / April  Weather dependant

## IMPLICATIONS OF REPORT

11. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area	✓	Policy and Communications	

## COMMENTS OF THE STATUTORY FINANCE OFFICER

12. The council has sufficient budget to deliver these projects

## COMMENTS OF THE MONITORING OFFICER

13. There are no legal implications arising directly from the report. However, each scheme may give rise to its own legal considerations, for example the need to satisfy the best value duty in the Local Government Act 1999 and comply with Contract Procedure Rules when awarding contracts.

JENNIFER MULLIN  
DIRECTOR (COMMUNITIES)

Report Author	Ext	Date
Bernie Heggarty	5818	04/01/2022