



Astley Village Parish Council

Agenda

To: Members of Astley Village Parish Council.

YOU ARE HEREBY SUMMONED to attend the Meeting of the Astley Village Parish Council to be held on **Wednesday 2 November 2022** at 7 pm in the Community Centre at which the following business will be transacted.

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.

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 Wednesday 7 September 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).

8. Statutory Business

- i. To report the resignation of Councillor Matt Frohock.
- ii. To consider applicants for co-option to the vacant Councillor position.
- iii. To consider any planning issues relevant to the village.

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).

10. Newsletter

The Parish Clerk to report at the meeting.

11. Christmas Event Planning

The Parish Clerk to report at the meeting.

12. Environment Reports

To receive a verbal update at the meeting.

13. Reports from Parish Council representatives on Other Bodies

- Chorley Liaison (19 October 2022) – Councillor John McAndrew (the agenda is enclosed together with the minutes from the meeting held on 20 July).
- Friends of Astley Park – Councillor John McAndrew.
- Neighbourhood Area Meeting (NW Parishes and Chorley North) (The next meeting will be held on 9 February 2023).

14. Correspondence

The Clerk to report at the meeting.

15. 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.

16. Schedule of Meetings 2023/24

It is proposed that meetings take place on the following dates:

- Wednesday 10 May 2023 (Annual Meeting)
- Wednesday 5 July 2023
- Wednesday 6 September 2023

- Wednesday 1 November 2023
- Wednesday 3 January 2024
- Wednesday 6 March 2024 at the rise of the Parish Meeting

17. Dates of Future Meetings

To note that the next meeting of the Parish Council will take place on Wednesday 4 January 2023 at 7pm.

Schedule of Meetings 2022/23

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

- 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



25 October 2022



Astley Village Parish Council

Title	Borough/County Councillor Reports					
Report of	Councillors Alistair Morwood, Adrian Lowe and Jean Sherwood, Borough Councillors - Chorley North and Astley (Chorley Borough Council)					
Date	2 November 2022					
Type of Paper	Decision		Discussion		Information	X
<p>Purpose of Report</p> <p>To consider a report from the Borough Councillors - Chorley North and Astley (Chorley Borough Council).</p>						
<p>Key Issues</p> <p>Your three ward councillors continue to attend the various committees and meetings associated with their respective responsibilities.</p> <p>We have continued our regular street surgeries throughout the Ward of Chorley North and Astley, knocking on the doors of our constituents to listen to their concerns. We are in the process of arranging with Places for People and Jigsaw Homes to do “walkabouts” around the areas in which they have their properties. This will give us an opportunity to bring to their attention various issues raised by residents.</p> <p>Work has continued with plans for the Memorial/Remembrance Garden following options prepared by Lindsey Blackstock. The final costing of the plan have increased and additional funding is being sought from Neighbourhood Funding.</p> <p>The old play equipment from the Foxcote Play Area has been removed and it is hoped to get the new equipment in during the October half term week, subject to weather.</p> <p>Finally, at a recent selection meeting, Cllr Jean Sherwood was selected as the Chorley North and Astley candidate for the local elections in May 2023. We look forward to canvassing on her behalf.</p>						
<p>Action required by the Parish Council</p> <p>To note the report.</p>						



Astley Village Parish Council

Title	Borough/County Councillor Reports					
Report of	County Councillor Aidy Riggott (Euxton, Buckshaw & Astley) - Lancashire County Council					
Date	2 November 2022					
Type of Paper	Decision		Discussion		Information	X
Purpose of Report						
To consider a report from the County Councillor for Astley Village (Lancashire County Council).						
Key Issues						
<p>During the last couple of months, my time and focus has been focused on leading a number of Lancashire-wide initiatives including the County's submission to central government for Investment Zones and the response to Fracking.</p> <p>I also represented the residents of Astley Village at the memorial and commemoration service at the Chapel in LCCs County Hall complex as well as attending a similar service in Chorley. I also attended the Lancashire reading of the proclamation of the accession of King Charles III.</p> <p>I am hopeful on having further news with regards to highways works on Chancery Road by January's meeting.</p>						
Action required by the Parish Council						
To note the report.						



Astley Village Parish Council

Meeting of the Council

7 September 2022 at 7.00pm

Present

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

306.01 Apologies for Absence

Councillors Arnold Almond, Matt Lynch and Gillian Sharples.

The Chair reported that Councillor Almond was making progress in relation to the treatment he was receiving and hoped to be involved in parish activities well before the November Parish Council meeting. He had been asked to pass on Councillor Almond's thanks for the good wishes, cards and emails he had received over the last few months from members of the Parish Council which were very much appreciated.

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

306.03 Public Engagement

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

The following issues were raised by members of the public:

Events held in Astley Park

The length of duration and noise levels experienced by residents as part of the music event held in Astley Park on the 22, 23 and 25 of July 2022 had been excessive and extremely intrusive, particularly on the 22 and 23 July.

It was reported that officers from Chorley Borough Council, who had responsibility for approving and managing these events would be meeting with the organisers of the event in question following a number of similar complaints. An undertaking was given that the Parish Council would be consulted in the future, prior to the granting of permission for events involving live music events held in Astley Park.

Parish Councillors suggested that an acceptable decibel level be determined by Chorley Borough Council and that this should not be exceeded for future events held in Astley Park.

The Co-option Process at the last meeting of the Parish Council

The unsuccessful candidate expressed their concern at how the co-option process was conducted at the last meeting of the Parish Council on 6 July 2022.

The Chair and other Parish Councillors apologised if the unsuccessful candidate had felt in any way that they had not been treated with courtesy during the co-option process.

Anti-Social Behaviour in the Village

There was regular littering in the underpass on Chancery Road near the Buckshaw School and on a daily basis litter such as plastic drink bottles and cans were left on the path and recently there were large slabs of broken paving.

It was reported Streetscene (Chorley Borough Council) had cleared the underpass including the graffiti on a number of occasions in recent weeks and that any further issues could be reported either online to Chorley Borough Council or via Chorley North and Astley Ward Borough Councillors. It was noted that the ownership of the underpass was being clarified with Lancashire County Council.

Concern was also expressed at the lack of grass cutting in front and behind the shops at Hallgate.

It was reported that the Parish Council and Chorley Borough Council had written to A.P.A. Blackpool Limited (the owner of the shopping centre) regarding the lack of grass cutting in front and behind the shops at Hallgate and had asked that this be addressed as a matter of urgency. To date no reply had been received.

It was reported that there had recently been incidents of anti-social behaviour at West Way Sports Hub and that this was being discussed with Chorley Borough Council as the site owners and the relevant insurance companies. Young adults had been accessing the site out of hours, vandalising the site and showing generally destructive behaviour, often scaling the fences or cutting out panels with bolt cutters to gain access to the pitches. The local Design Out Crime team had attended and provided feedback and recommendations which had been shared with Chorley Borough Council who were now considering what actions to take.

306.04 Borough/County Councillor Reports

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

It was noted that a litter bin at the end of Wymundsley had been cleared and a litter bin was to be erected.

Councillors Alistair Morwood and Jean Sherwood had attended the quarterly meeting with Places for People held on Tuesday 22 August 2022 which had also been attended by Councillor Barraclough and the Parish Clerk. Walkabouts with Places for People had taken place on 26 August 2022 (Great Meadow and Buckshaw Hall Close) and the walkabout of Broadfields originally arranged for 31 August 2022 was currently being arranged.

RESOLVED – That the report be noted.

306.05 Minutes

RESOLVED - That the minutes of the Annual meeting of the Parish Council held on Wednesday 6 July 2022 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

306.06 Streetscene Strategy 2022/2025

Mr Chris Walmsley, Streetscene Services Manager, Chorley Borough Council made a short presentation in relation to the Streetscene Strategy 2022/2025 and answered members questions. Mr Walmsley reported that he was happy to attend a meeting of the Parish Council annually to discuss Streetscene's performance together with any issues which had been raised by residents and the Parish Council.

It was suggested that a village walkabout with Mr Walmsley be arranged annually in advance of him attending the Parish Council meeting.

RESOLVED – (1) That Mr Chris Walmsley be thanked for attending the meeting and for his presentation.

(2) That the Parish Council would welcome a village walkabout being arranged to take place annually with Mr Walmsley, in advance of him attending the Parish Council meeting.

(3) That Councillors Keith Ashton and Chris Sheldon be requested to review the success of the Wildflower Meadows/Corridors during 2022 and provide any feedback to the Parish Clerk.

(4) That the Parish Clerk be authorised to make recommendations to Chorley Borough Council on behalf of the Parish Council to enable these views to be taken in consideration in advance of the 2023 Wildlife Programme being agreed.

306.07 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.

Experimental Traffic order To Make Chancery Road One Way

Mr Peter O'Neill, Chorley Borough Council attended the meeting to discuss the Experimental Traffic order making Chancery Road One Way during events held at

Astley Park following the Chorley Flower Show.

Finger Post Modular Sign System

It was noted that the finger post sign on Chancery Road (near the subway) pointing to the "Village Centre" and to the new "West Way Sports Hub" (on the shop side at the corner of Ravensthorpe) and the finger post sign on Judeland Wood to "Astley Park" had been installed by White Hill Direct Ltd.

It was suggested that the finger post sign on Chancery Road pointing to the "Village Centre" and to the new "West Way Sports Hub" should also include a sign to Astley Park and it had been confirmed that this could be accommodated on the new finger post.

It was reported that a budget of £2,500 had been agreed for the finger post signs and the new signs had cost £1,227.60 leaving a balance of £1,272.4.

Astley Hall

Chorley Borough Council had confirmed that the estimate for full conservation treatment of the Susannah Brooke Child Picture was £2,000 - £2,800.

Community Litter Picks

The Village Development Working Group had recommended the Parish Council agree that:

- Buckshaw Primary School be invited to participate in the initiative as part of the school curriculum.
- Community Litter Picks be organised by the Parish Council once a month on a Saturday morning (for example the second Saturday of every month) by providing access to the equipment stored at the Community Centre and leading the litter pick.
- Each month a different area of the Village be targeted and that details be provided in the Parish Council Newsletter.
- Councillors Keith Ashton and John McAndrew be requested to prepare an article inclusion in the Winter Newsletter in relation to the introduction of Community Litter Picks.
- Consideration be given to the Parish Council having a Facebook account which could be used to promote events such as the Community Litter Picks.

Astley Village Community Garden of Reflection

The Village Development Working Group had recommended the Parish Council agree that:

- The project and area be named the "Astley Village Community Garden of Reflection".
- Instead of "The Original Tommy Soldier Statue", a solid "Unknown Tommy Statue" be purchased with "A Time to Reflect" at the bottom.
- The scheme included in the Spring Newsletter be proceeded with subject to:
 - The Royal British Legion Industries Ltd, Tommy Statue should only be in place for the three weeks prior and a week after Armistice Day each year.
 - The back of the existing notice board should remain as it is but on the front of the existing raised planter a sign be included with "Astley Village Community Garden of Reflection".
 - The location of the single Tommy Statue should be determined later once the work has commenced.
 - The Parish Council should accept the offer of assistance from the resident of Astley Village and ex-Teacher and Garden Designer.

- The Parish Clerk be requested to discuss with the Chorley North and Astley Ward Councillors and Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) the suggested changes.
- The scheme be started as soon as possible after the September Parish Council Meeting.

An amended plan incorporating the suggested changes together with a Specification and Bill of Quantity prepared by Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council), who attended the meeting was considered.

West Way Nature Reserve

Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) reported that Chorley Borough Council had confirmed that:

- Lancashire Wildlife Trust had provided a quote for various options which had been circulated to Parish Councillors. The cost was £20,000 to undertake a full site refurbishment. Quercia funding was being explored and a minimum amount of £9,000 was available from Chorley Borough Council and this could rise depending on whether other projects proceeded.
- The path works had been awarded to a contractor to link West Way Sports Hub via a tarmac footpath to Astley Village and this work would soon be completed.

West way Sports Hub – Phase 2 (New Play Area and Work to Pathways at the Site)

It was reported that Chorley Borough Council had confirmed that the tendering process was now underway for the New Play Area and Work to Pathways at the Site and the proposed timescales were as follows:

Stage	Date(s)/time
Issue of Invitation to Tender	Monday 12 September 2022
Deadline for submission of Tender Queries	12.00 noon Friday 30 September 2022
Deadline for publication of responses to Tender Queries	12.00 noon Monday 3 October 2022
Deadline for Submission of Tenders	12.00 noon Monday 10 October 2022
Notification of result of evaluation	Monday 31 October 2022
Expected date of award of Contract	Monday 31 October 2022
Contract commencement	6 March 2023 (allows 18 weeks lead in time for ordering / delivery of materials and equipment)

Speed Indicator Devices (SpIDs)

It was reported that a resident had suggested that both SpIDs needed to be replaced with new solar powered speed reminders like the one on Southport Road as they believed that as both the solar-powered speed reminders were not calibrated correctly meaning they didn't show the correct speed being travelled.

Gateway Signs

The Chair reported that he had approached a number of companies for designs and quotations for the enhancement of the existing Gateway Signs. Designs prepared by LIMELIGHT Signs was circulated costing approximately £300 each.

Chorley Flower Show

It was reported that the Parish Council had been invited to have a presence at the 2023 Chorley Flower Show. There had been a lot of interest in the work of the Parish Council and residents of Astley Village had been pleased to see the Parish Council. The event had also proved to be a great team-building exercise. It was suggested that we:

- needed a larger tent next year;
- offered dog treats and other give-aways such as flower seeds;
- provided a suggestion box;
- purchased a A-Frame with “come and talk to us” etc.
- provided colouring sheets with mages of the village as line drawings;
- had a ‘Quiz’ – how much do you know about Astley Village;
- provided walking routes of Astley Village including map/directions;
- purchased Hi-Viz Vests.

To resolve the issue of the display boards slipping, Councillor Barraclough was looking at how to counteract this and had redesigned the boards so that they had ones with holes so that we can use large pushpins to better secure them to the display stand. The new boards would cost approx. £160 and it was suggested that the new boards be purchased ready for the Christmas Event.

RESOLVED – (1) That the report be noted.

(2) That the expenditure approved by the Parish Clerk, Chorley Borough Council, Survey for Finger Post Signs (£120.00), Everglades Nurseries, Removal of five trees from area in front of the shops (£132.00), Zazzle, ID badges & Lanyards for Councillors and Parish Clerk (£41.33), Iced Digital Ltd, Artwork (Parish Council Logo) (£40.50) Post Office Counters Ltd, Postage (Council Summons (£2.65), White Hill Direct Ltd, Finger Post Signs (£1,227.60) and PFK Littlejohn LLP, External Audit 2021/22 (£240) in accordance with Standing Order 16.2 be noted.

(3) That the Parish Council support the introduction of a traffic order to make Chancery Road one way for the bonfire and fireworks display event from 12 noon until 23:59 on Friday 4 November 2022 or until the prohibition is no longer deemed necessary.

(4) That the experimental traffic order to make Chancery Road one way for certain events held in Astley Park should be reviewed annually by Chorley Borough Council following consultation with the Parish Council.

(5) That Mr Peter O'Neill, be thanked for attended the meeting.

(6) That the Parish Clerk be requested to confirm with Chorley Borough Council, that the Parish Council would fund the full conservation treatment of the Susannah Brooke Child Picture to a maximum of £3,000 and that this should be acknowledged with a plaque stating that the restoration had been funded by Astley Village Parish Council.

(7) That the recommendations of the Village Development Working Group in relation to the proposed introduction of Community Litter Picks be approved (see above).

(8) That approval be given to the Parish Council having a Facebook account to promote events such as the Community Litter Picks and that (i) the Facebook account be administered by Councillors Matt Frohock and Gillian Sharples, (ii) a Protocol for the administration of the account be prepared for consideration at the next meeting of the Parish Council and (iii) the operation of the Facebook account be reviewed periodically.

(9) That the recommendations of the Village Development Working Group in relation to the proposed Astley Village Community Garden of Reflection and the amended plan incorporating the suggested changes be approved (see above).

(10) That the purchase of the additional cherry tree and two benches (with associated plaques) as part of the proposed Astley Village Community Garden Project, to be funded by the Parish Council, be included within the with a Specification and Bill of Quantity.

(11) That the Parish Clerk be requested to purchase a Solid Unknown Tommy Statue with "A Time to Reflect" at the bottom from The Royal British Legion Industries Ltd to enable it to be in-situe for the three weeks prior and a week after Armistice Day in 2022.

(12) That the budget currently allocated for the Astley Village Community Garden of Reflection (currently £2,000) be reviewed once the total cost of the project is known.

(13) That the Parish Clerk be requested to arrange for Parish Council to visit Derian House and meet with Mr Mick Croskery, Fundraising Manager (Income, Communications & Marketing) to discuss how the Parish Council and Derian House can work together in the future.

(14) That a total budget of £5,000 be allocated to undertake a full site refurbishment at the West Way Nature Reserve, including signage and the creation of a small forest school education area for Buckshaw Primary School to use.

(15) That Ms Lindsey Blackstock be thanked for attended the meeting.

(16) That the Parish Clerk be requested to contact White Hill Direct Ltd to arrange for an additional sign to "Astley Park" be added to the finger post sign on Chancery Road (near the subway) (on the shop side at the corner of Ravensthorpe) to be funded from the existing budget.

(17) That no action be taken in relation to the suggested replacement of the Speed Indicator Devices.

(18) That the Parish Council should have a presence at the 2023 Chorley Flower Show and that as part of the budget setting for 2023/24 an annual budget of £1,000 be allocated to this event.

(19) That approval be given to purchasing new information boards, A-Frame and Hi-Viz Vests as suggested above in advance of the Christmas event.

(20) That the Village Development Working Group be requested to consider the designs prepared by LIMELIGHT Signs for the Gateway Signs and the proposed West Way Nature Reserve Project.

306.08 Statutory Business

(i) Co-option to the Parish Council Vacancy

The Parish Clerk reported that there had been no applications received for the vacancy on the Parish Council since the last meeting of 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 23 October 2022 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:

- the erection of a single storey side/rear extension (following demolition of existing conservatory) and first floor side extension and associated alterations to fenestration at 22 Elmwood, Astley Village, Chorley PR7 1UX (Reference: 22/00800/FULHH). The deadline for any representations was 29 August 2022.

RESOLVED – That the report be noted.

306.09 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 25 August 2022.

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 September 2022 and 31 October 2022 as follows:

Date	Creditor	Description	Total	Vat	Net
09/09/22	Employee 4	Reimbursements (July 2022)	44.00		44.00
09/09/22	Employee 4	Reimbursements (August 2022)	27.10		27.10
10/09/22	livedrive Internet Ltd	livedrive Subscription (Cloud)	25.00	4.17	20.83
01/09/22	Easy Web Sites	Monthly rental	69.60	11.60	58.00
23/09/22	Zoom	Zoom Subscription (Sept 2022)	14.39	2.40	11.99

15/09/22	Employee 2	Salary (Sept 2022)	82.33		82.33
15/09/22	Employee 4	Salary (Sept 2022)	310.00		310.00
15/09/22	HMRC	Tax (Sept 2022)	77.60		77.60
01/10/22	Easy Web Sites	Monthly rental	69.60	11.60	58.00
23/10/22	Zoom	Zoom Subscription (Oct 2022)	14.39	2.40	11.99
14/10/22	Employee 2	Salary (Oct 2022)	82.33		82.33
14/10/22	Employee 4	Salary (Oct 2022)	310.00		310.00
14/10/22	HMRC	Tax (Oct 2022)	77.60		77.60
			1,203.94	32.17	1,171.77

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 – (1) That the report be noted.

(2) That Hartwood Maintenance be requested to maintain weed/tidy/water and plant winter bedding plants in the ten planters in the village during September 2022 (£300 previously allocated) and discuss the potential cost of an enhanced maintenance programme between May and September each year which included the watering of the plants in the ten planters in the village.

(iv) (a) Statement on Internal Control

The Parish Clerk submitted the current Statement of Internal Control (copies of which had been circulated) inviting the Parish Council to review the current arrangements.

RESOLVED – That the Statement of Internal Control and Internal Audit Plan be approved.

(iv) (b) Review of Effectiveness of the System of Internal Audit

The Parish Clerk submitted the current System of Internal Audit (copies of which had been circulated) inviting the Parish Council to review the current arrangements.

RESOLVED – That the existing System of Internal Audit be approved.

(v) Financial Risk Assessment

The Parish Clerk submitted an updated Financial Risk Assessment (copies of which had been circulated) to enable the Parish Council to assess the financial risks that it faced and satisfy itself that it had taken adequate steps to minimise them.

RESOLVED – That the Financial Risk Assessment be approved.

(vi) Internal Audit Plan

The Parish Clerk submitted the current Internal Audit Plan (copies of which had been circulated) inviting the Parish Council to review the current arrangements.

RESOLVED – That the existing Internal Audit Plan be approved.

306.10 Newsletter

The Parish Council discussed the timing and potential articles for the Winter edition of the Parish Council Newsletter and the following articles were suggested:

- Chair's Report (including the new Parish Council Facebook page) (Councillors Arnold Almond and John McAndrew).
- Introduction from Councillors Matt Frohock and Ian Thomas. (Councillors Matt Frohock and Ian Thomas).
- Annual Christmas Event (Councillor Emma Barraclough).
- Proposed introduction of Community Litter Picks (Councillors Keith Ashton and John McAndrew).
- Anti-social behaviour around the underpass on Chancery Road and the West way Sports Hub (including information on how to report issues to Chorley Borough Council online (Councillor Emma Barraclough).
- Chorley Flower Show (Councillor Emma Barraclough).
- Wildflower Meadow/Corridors (Councillor Chris Sheldon).
- Astley Village Community Garden of Reflection (Councillor Chris Sheldon).

RESOLVED – That the Parish Councillors be requested to email the Parish Clerk with suggested articles for inclusion in the Winter Newsletter by Saturday 1 October 2022 and that articles be submitted to the Parish Clerk by Friday 28 October 2022.

306.11 Christmas Event Planning

The Parish Clerk reported that the Astley Village Community Centre had been booked for Thursday 8 December 2022 from 6 – 9pm for the 2022 Annual Christmas Event. It was suggested that:

- Knitted and Crocheted Decorations for display;
- additional Newsletter be printed to hand out;
- candy canes be and Christmas colouring sheets be provided;
- posters be displayed around the village;
- the event be promoted on the Parish Council Facebook;
- for 2023, the Parish Council consider involving Little Adventurers Nursery and Buckshaw Primary School and banners on the lighting columns on Chancery Road.

RESOLVED – (1) That following the Christmas singing round the Christmas Tree at 6pm, refreshments be made available in the Community Centre and that Councillors Emma Barraclough, Matt Frohock be requested to confirm what is required to the Parish Clerk.

(2) That the suggestions made by Councillors Emma Barraclough be supported and the Parish Clerk be authorised to approve the associated expenditure from within the existing budget allocated (£800).

306.12 Environment Reports

No issues were raised.

306.13 Reports from Parish Council representatives on Other Bodies

Chorley Liaison

A copy of the agenda and minutes from the last meeting held on 20 July 2022 had been circulated with the Summons.

Neighbourhood Area Meeting (NW Parishes and Chorley North)

A copy of the agenda and minutes from the last meeting held on 29 June 2022 had been circulated with the Summons.

RESOLVED – That the reports be noted.

306.14 Correspondence

Correspondence received had been reported as part of the 'Parish Clerk Report' (Minute 306.07).

306.15 Date of Next Meeting

To note that the next meeting of the Parish Council would take place on Wednesday 2 November 2022 at 7pm.

The meeting concluded at 9.45 pm.

Chair



Astley Village Parish Council

Title	Parish Clerk Report					
Report of	Parish Clerk & Responsible Financial Officer					
Date	2 November 2022					
Type of Paper	Decision		Discussion		Information	X

Purpose of Report

To provide an update on ongoing projects, work outstanding and activities since the last meeting of the Parish Council.

Key Issues

New Councillors Whistle Stop Tour Training

Councillor Matt Frohock attended the 'Whistlestop Tour for New Councillors training on 8 September 2022 organised by Lancashire Association of Local Councils.

The Passing of Her Majesty The Queen

Councillors Emma Barraclough and Ian Thomas attended the Proclamation for the Borough of Chorley on Sunday, 11 September 2022. It has been suggested that the benches at the new Astley Village Community Garden of Reflection have plaques to commemorate both the late Queens Jubilee and her reign as monarch.

Parish and Town Council Conference Saturday 12 November 2022

Lancashire County Council have confirmed that the next annual Lancashire Parish and Town Council Conference will take place on Saturday 12 November 2022 in The Exchange at County Hall, Preston beginning at 9.30am.

Streetscene Strategy 2022/2025

Mr Chris Walmsley, Streetscene Services Manager, Chorley Borough Council, has confirmed that he will arrange a village walkabout to take place annually with him, in advance of him attending the Parish Council meeting.

West Way Nature Reserve Project

Chorley Borough Council have confirmed that funding has been allocated to support the project. There is a need to get a wavier of procurement as we will be direct awarding the work to Lancashire Wildlife Trust. Lancashire Wildlife Trust have provisionally penciled in the work to be carried out before March 2023

In terms of administering the funding, it is suggested that the Parish Council pay its contribution direct to Lancashire Wildlife Trust and Chorley Borough Council will pay their contribution it's share once the final cost is known.

Wildflower Meadows/Corridors 2022

Councillors Keith Ashton and Chris Sheldon have reviewed the success of the Wildflower Meadows/Corridors during 2022 and the feedback will be provided to Chorley Borough Council to enable the views of the Parish Council to be taken in consideration in advance of the 2023 Wildlife Programme being agreed.

Experimental Traffic order To Make Chancery Road One Way

A traffic order to make Chancery Road one way for the bonfire and fireworks display event from 12 noon until 23:59 on Friday 4 November 2022 has been put in place by Lancashire County Council.

Astley Hall

Chorley Borough Council have thanked the Parish Council for agreeing to fund the full conservation treatment of the Susannah Brooke Child Picture to a maximum of £3,000 and have confirmed that they will investigate options for a plaque acknowledging that the restoration had been funded by Astley Village Parish Council and have recommend that the plaque be installed on the frame itself, subject to conservator approval.

On completion, the painting will be displayed on an easel for the first 6-12 months. This will provide the opportunity to share information about the project and the conservation process with visitors. After this period, we have a space in the Dining Room where Susannah would be placed long term next to her husband and daughter.

Astley Village Community Garden of Reflection

Chorley Borough Council have confirmed costings for the scheme which are approximately £9,500, significantly above the funding already allocated.

It has been agreed to have three new benches for the Reflection Garden and find placements for the current two that are there. It has been suggested that one of the relocated benches could go near the triangle of grass leading from Chancery Road to The Farthings and the second one near the Pony Field close to the path near Derian House looking out towards Euxton.

A Solid Unknown Tommy Statue with "A Time to Reflect" at the bottom has been purchased from The Royal British Legion Industries Ltd at a cost of £200. It has been in-situ since Wednesday 12 October 2022 prior and will be removed approximately one week after Armistice Day on 11 November 2022.

Derian House

Parish Councillors visited Derian House and met with Mr Mick Croskery, Fundraising Manager (Income, Communications and Marketing) to discuss how the Parish Council and Derian House can work together in the future . The visits took place on Wednesday 12 and Thursday 13 October 2022.

Finger Post Modular Sign System

An additional sign to "Astley Park" has been added to the finger post sign on Chancery Road (near the subway) (on the shop side at the corner of Ravensthorpe at a cost of £300

(inclusive of VAT).

Subway under Chancery Road

Lancashire County Council's Bridges Team have removed any loose flags and barriered off the area under the subway on Chancery Road to make it safe. They are planning to replace the flags with patterned concrete.

Damaged Street Sign

A resident has written to the Parish Council to report the road sign at the end of Long Copse which has been damaged for some time now. It appears that the wood is rotten and it has fallen off its posts. This has now been reported.

Leasing of the Grass Pitches to Astley and Buckshaw Junior Football Club (Pony Field near Derian House)

No response has been received from Chorley Borough Council regarding the request for information enquiring when the lease to Astley and Buckshaw Junior FC for the Pony Field near Derian House are due for renewal and seeking an assurance that the Parish Council would be consulted as part of the renewal process.

Christmas Event - Thursday 8 December 2022

Mr P Willsher, Curriculum Leader for Music, Parklands High School has confirmed that the band should be ok for Thursday 8 December to play at the Parish Christmas Carol Singing to be held round the Christmas Tree in front of the shops in Astley Village. At this stage, the school are not sure how many students they will have but it's in their diary.

Councillor Barraclough has arranged the following:

- Knitted and Crocheted Decorations for display.
- Additional Newsletter to be printed to hand out.
- Candy canes to be and Christmas colouring sheets to be provided.
- Posters to be displayed around the village.
- The event to be promoted on the Parish Council Facebook.

Adlington Electrical Ltd have agreed to put the lights on the Parish Council Christmas tree again this year. They will be put on the tree and tested on Thursday 1 December and taken down on 6 January 2023. Councillor Arnold Almond has offered to provide access to the Community Centre where the lights are stored.

Attachments to Lighting Columns

At the last Parish Council Meeting it was agreed to investigate banners on the lighting columns on Chancery Road.

Attached to this report (Appendix A) is the new Lancashire County Council policy regarding permission to attach items to streetlights (such as signs, bunting, Christmas lights or hanging baskets).

Planters

Hartwood Maintenance have carried out maintenance to the planters and planted winter bedding plants in the ten planters in the village.

Discussions have taken place with Hartwood Maintenance regarding the potential cost of an enhanced maintenance programme between May and September each year which included the watering of the plants in the ten planters in the village. **The cost to maintain them**

throughout the months would be an additional £160, this includes weeding maintenance of the plants watered and any extra soil required etc.

Meeting with Places for People

The walkabout of Broadfields originally arranged for 31 August 2022 took place on 23 September 2022.

Winter Newsletter

It was agreed at the last meeting that articles for inclusion in the Winter Newsletter should be provided to the Parish Clerk by 1 October 2022 and that articles be submitted by Friday 28 October 2022. The agreed timetable is as follows:

- Friday 28 October – Deadline for articles from Parish Councillors.
- Tuesday 1 November – Deadline to send articles to Printers.
- Friday 4 November – Printers send final proof of the newsletter
- Monday 7 November – Final version sent to Printers.
- Wednesday 16 November – Printed newsletters delivered to Parish Clerk..
- Wednesday 23 November – Delivery to residents.

Remembrance Sunday

The Mayor of Chorley has invited Parish Councillors to attend Chorley's Remembrance Sunday commemoration on Sunday 13 November 2022. As last year, the Chair of the Parish Council will lay a wreath on behalf of the Parish Council. Councillor Emma Barraclough has agreed to arrange to purchase the Parish Council Wreath and attend Chorley's Remembrance Sunday commemoration on Sunday 13 November 2022 on behalf of the Parish Council.

Personnel Committee

The next meeting of the Personnel Committee be held on Wednesday 23 November 2022 at 7pm at the Community Centre.

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

- LALC, New Councillors and Clerks Training (£35.00)
- White Hill Direct Ltd, Dual Door External Noticeboard (£1,114.80)
- Royal British Legion, Unknown Tommy statue (£200.00)
- havis.co.uk, Hi Vis Vest (£11.23).
- Amazon, Bulldog Clips (£7.50).
- Hartwood Maintenance, Planters Maintenance (£300.00).
- White Hill Direct Ltd, Additional Finger Post Sign (£300.00).
- Asda, Heavy Duty Bin Liners (£12).

Action required by the Parish Council

To note the report.

Phone: 07891 813640
Email: charles.edwards@lancashire.gov.uk
Our ref: CCCE/VF
Date: 13 October 2022

Dear colleague

Attachments to Lighting Columns

I am writing to let you know about a new Lancashire County Council policy which Cabinet have agreed for anyone wanting permission to attach items to streetlights (such as signs, bunting, Christmas lights or hanging baskets).

Not all streetlighting columns are alike, and it is vital they are checked before anyone attaches anything to them. These checks help mitigate the risk of a column collapsing. They also ensure event organisers, and the public, are protected in the event of any incident. It is often necessary to test older streetlights in particular before we will permit any attachments, as their structural integrity can decline with age.

Our new policy aims to make the application process easier and more cost-effective. It also aims to improve compliance with the existing licensing requirements. Evidence suggests that this is low at present, with very few applications received ahead of recent planned events. This was particularly evident during this year's Platinum Jubilee celebrations.

Our new policy has evolved having listened to feedback from Parish and Town councils. This is in line with the Parish and Town Council Charter agreed earlier this year, which commits to all councils working better together.

The key features of the new policy include the introduction of a £70 charge for each application (for consent to attach items to a lighting column). This charge covers the administration of the licence itself, and the time taken for officers to review the application.

The permission to attach items to a lighting column will last 3 years, with certain conditions attached. For example, we may need to review a licence if there are significant changes to the attached item. Granting a license for 3 years will benefit certain seasonal events, such as Christmas. More specifically, we could grant a licence for Christmas lighting in September, which would then cover the next three Christmas periods.

Lancashire County Council
PO Box 100, County Hall, Preston, PR1 0LD



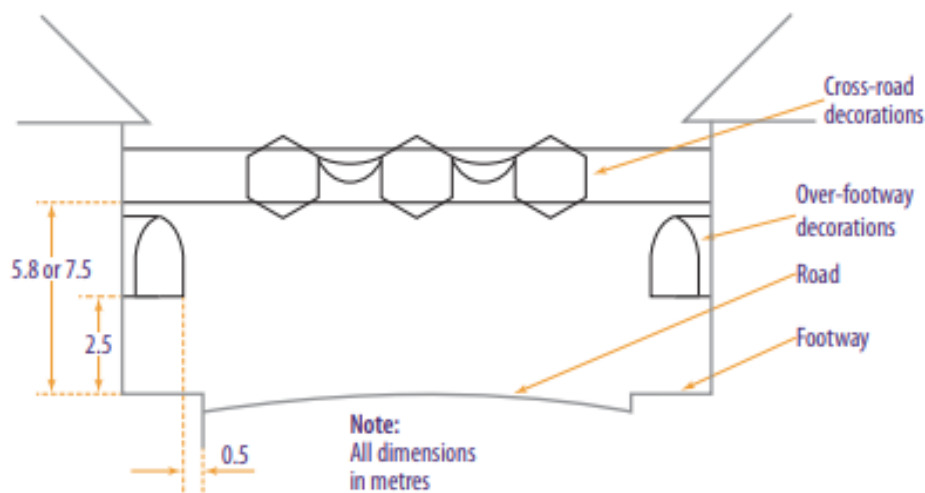
Continued...

Parish and Town councils, along with charitable organisations, will not be charged for required structural integrity tests, providing that they apply for a license at least 10 weeks before their planned event. This will allow us to fit the required column testing onto our own testing schedule, without the need to pass on any costs.

There will be a system of charges in place for those applications received within 10 weeks of any planned event. We would also require at least 4 weeks' notice to process any new application. However, there will be no charge for structural tests or the application if the application is for temporary very-lightweight items (such as Remembrance Day poppies of corrugated plastic) but we do still need to know about them.

In summary, the basic requirements for a successful application are:

- at least 4 weeks' advance notice
- payment of the structural testing fee (if required)
- evidence of at least £10 million public liability insurance (to be presented annually)
- evidence of the ability to pay for the electricity on illuminated displays
- details of the type, weight, and locations of any items to be attached
- that displays are erected and removed within the timescales on the licence
- the applicant's commitment not to impede the progress of traffic and pedestrians when erecting or removing attached items
- the applicant's commitment to be responsible for health and safety of the general public, its own staff, and any contractors they may appoint
- to only attach approved items to street lighting columns that are themselves approved and satisfy the requirement for structural testing
- that crossroad spans should not be supported by lighting columns, and finally
- to maintain clearances above the highway as shown in the example below



We acknowledged the issues of "in progress" arrangements for festive lighting displays. Therefore, as a transitional concession, the requirement for ten weeks' notice to qualify for structural testing to be carried out by LCC free of charge will be waived temporarily for Christmas lighting displays for this year only.

This will enable benefits from the new guidance in time for this Christmas to be realised, providing requests for testing are received as a matter of urgency and the following information is supplied for each column required to be tested:-

- Column number
- Road name
- Town
- Eastings and Northings

I hope you find this information helpful.

Yours ever



County Councillor Charles Edwards
Cabinet Member for Highways & Transport
County Councillor for Morecambe South



Mr Craig Ainsworth
Clerk to Astley Village Parish Council
5 Clarendon Gardens
Bromley Cross
BL7 9GW

Electoral Registration Officer
Chorley Council
Town Hall
Market Street
Chorley
PR7 1DP

Call: 01257 515123
Email: elections@chorley.gov.uk
Web: www.chorley.gov.uk

Reference number: PEC/CAF

17 October 2022

Dear Mr Ainsworth

BY POST & EMAIL

PARISH ELECTIONS - ESTIMATED COSTS

On Thursday, 4 May 2023 there are local elections scheduled for 14 borough wards and 18 Parish/Parish or Town Wards within Chorley.

Normal Recharge Protocol

Chorley Council recharge the parishes for election costs but where parish elections are combined with borough ward elections, the parishes usually benefit from this sharing of costs, these benefits being:

- No charges for polling station hire.
- The addition payment made for a combined election will be charges towards the polling station staff costs.
- Combined poll cards with no charge to the parish.

Estimated Costs of Parish Elections.

The estimated re-charge costs for elections combined with borough elections in May 2023 will be as follows:

Parish	Recharge for a contested election when combined with Borough Elections	Recharge for an un-contested election when combined with Borough Elections
Astley Village	£3,114.06	£290.81

Note: these costs are estimates only and may vary due to external factors outside of our control. These factors include such items as:

- **Size of electorate**
- **Costs of election stationery (paper and printing costs)**
- **Costs of postal Vote Stationery (paper and printing costs)**

- **Numbers of postal votes current at the time**
- **Number of post votes returned**
- **Postage costs**
- **No. of newspapers notices are placed in (assumed one only)**
- **Costs of premises hire**
- **Poll card supply and printing costs**
- **Poll card delivery costs (if Royal Mail deliver in the event of being unable to recruit our own staff)**
- **Costs connected with the delivery and collection of polling booths and any temporary disabled access ramps.**
- **Any legislative changes that may affect the conduct of elections and the duties/responsibilities placed on the Returning Officer and his staff.**

I have attached a spreadsheet that provides a breakdown of costs, and the estimated recharges of a standalone by-election should you have such an election in 2022/2023.

If you have any queries about this letter and/or the estimated charge, please do not hesitate to contact me via the details below.

Yours sincerely



Cathryn Filbin
Electoral Services Team Leader

Tel: 01257 515123

Email: cathryn.filbin@chorley.gov.uk

Enc

PARISH COUNCIL ELECTION FEES CALCULATIONS

2022/2023

Parish or Parish Ward Name - Astley Village

Number of parish elections in this year	18
Number of seats up for election	10
Electorate for this parish/parish ward	2257
Number of postal votes for this parish/parish ward	735
Estimate PV returns (based on 65% returns)	478
Number of polling stations for this parish/parish ward	2

Estimated costs

RATES		
RO Fees	First 3000 electors	£ 154.24
	Each subsequent 500 or part of	£ 22.78
	Uncontested Fee	£ 141.78
PO Fees	As paid	£ 250.00
PC Fees	As paid	£ 160.00
Clerical fees	for each 500 electorate or part	£ 18.56
Counting Fees		£ 12.18
Postal votes issue and receipt	for each 100 or part thereof	£ 60.35
Poll card preparation and issue	per 100	£ 2.40
Poll card delivery	(Actual in 2019) per card	£ 0.21
Ballot paper printing	(Actual in 2019) per paper	£ 0.29
Poll card printing	(Actual in 2019) per card	£ 0.06
Notices in newspaper	(Actual in 2022)	£ 1,836.49
Rent of premises	(average per station)	£ 250.00
Delivery/collection of polling booths		£ 50.00
Postal vote mail out costs	(Actual in 2019) per pack	£ 0.45
Postal vote mail return costs	(Actual in 2021) per pack	£ 0.68
Candidates packs	(Actual in 2022) per pack	£ 4.70
Printing of postal votes	(Actual in 2021) per pack	£ 0.95

	Stand Alone Election (By-Election)	Combined Scheduled Election (Contested)	Combined Scheduled Election (Uncontested)
	£ 154.24	£ 154.24	
			£ 141.78
	£ 500.00	£ -	
	£ 320.00	£ -	
	£ 83.78	£ 83.78	
	£ 274.90	£ 274.90	
	£ 443.54	£ 443.54	
	£ 54.17	£ -	
	£ 473.97	£ -	
	£ 654.53	£ 654.53	
	£ 135.42	£ -	
	£ 1,836.49	£ 102.03	£ 102.03
	£ 500.00	£ -	
	£ 50.00	£ -	
	£ 330.75	£ 330.75	
	£ 325.04	£ 325.04	
	£ 47.00	£ 47.00	£ 47.00
	£ 698.25	£ 698.25	
Totals	£ 6,882.08	£ 3,114.06	£ 290.81

FINANCIAL POSITION - SUMMARY 2 November 2022
Financial Year 2022/23 (1 April 2022 to 31 March 2023)

			£
Receipts and Expenditure Account			
Receipts			
Precepts			20,397.00
Grant			3,877.00
Refunds			52.18
Other			-
Bank Interest (Barclays)			36.71
Bank Interest (Unify Credit Union)			-
Advertisements			-
VAT on Receipts/Recovered			942.69
Total Receipts			25,305.58
Expenditure Total			
			12,799.95
Income & Expenditure Reconciliation			
Balance Brought Forward at 1 April 2022			84,345.11
Add: total receipts to date		+	25,305.58
Less: total expenditure to date		-	12,799.95
Balance			96,850.74
Bank Reconciliation			
Community Account (chequeing account)	25/10/22	+	1,500.00
Business Premium Account	25/10/22	+	91,159.35
Unify Credit Union deposit	01/04/22		5,384.72
Less unrepresented cheques/ET/SO		-	1,193.33
Plus uncleared credits		+	
			96,850.74
Unrepresented cheques/SO/Payments			
October			14.39
November/December			1178.94
			1193.33
Uncleared Incomes			
			0.00

AGENDA ITEM 9(ii)

PAYMENTS TO BE APPROVED

November/December 2022

Date	Creditor	Description	Cheque No	Total	Vat	Net
04/11/22	Employee 4	Reimbursements (September 2022)	EB	25.75		25.75
04/11/22	Employee 4	Reimbursements (October 2022)	EB	45.35		45.35
01/11/22	Easy Web Sites	Monthly rental	DD	69.60	11.60	58.00
23/11/22	Zoom	Zoom Subscription (Nov 2022)	EB	14.39	2.40	11.99
15/11/22	Employee 2	Salary (Nov 2022)	EB	82.33		82.33
15/11/22	Employee 4	Salary (Nov 2022)	EB	310.20		310.20
15/11/22	HMRC	Tax (Nov 2022)	EB	77.40		77.40
01/12/22	Easy Web Sites	Monthly rental	DD	69.60	11.60	58.00
23/12/22	Zoom	Zoom Subscription (Dec 2022)	EB	14.39	2.40	11.99
15/12/22	Employee 2	Salary (Dec 2022)	EB	82.33		82.33
15/12/22	Employee 4	Salary (Dec 2022)	EB	310.00		310.00
15/12/22	HMRC	Tax (Dec 2022)	EB	77.60		77.60
				1,178.94	28.00	1,150.94

BUDGET REPORT – 2 November 2022
Financial Year 2022/23 (1 April 2022 to 31 March 2023)

Budget Heading		Budget Sub-Heading	Total Budget (£)	Spend to date (ex vat) (£)	Income (£)	Budget Remaining (£)
01 - ADMINISTRATION	01-1	Room Hire/ Zoom Subscription	200.00	134.91		65.09
	01-2	Office/Sundry	1,000.00	318.57		681.43
	01-3	Insurance	450.00	449.54		0.46
	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.)	6,500.00	4,338.08		2,161.92
	01-7	Employee Contingency	2,000.00	-		2,000.00
	01-8	IT/Website	1,000.00	498.00		502.00
02 - COUNCIL	02-1	Newsletter/Publications	1,500.00	671.25		828.75
	02-2	Village Caretaker	500.00	12.00		488.00
	02-3	Councillor Training	500.00	35.00		465.00
	02-4	Grant Awards/Local Projects & Groups	1,000.00	764.00		236.00
03 - VILLAGE DEVELOPMENT PLAN	03-1	Lighting of Christmas Tree/Christmas Event	800.00	245.00		555.00
	03-2	Village Improvements (Additional Seating)	7,000.00	-		7,000.00
	03-3	Improve Village Centre & Enhance Village Green	1,000.00	-		1,000.00
	03-4	Planter Scheme (including maintenance)	700.00	580.00		120.00
	03-5	Tree Planting	2,500.00	110.00		2,390.00
	03-6	Wildflower Meadows/Corridors	500.00	-		500.00
	03-7	West Way Nature Reserve	5,000.00	-		5,000.00
	03-8	Astley Village Community Garden of Reflection	2,000.00	166.66		1,833.34
	03-9	Finger Post Signs	2,500.00	1,373.00		1,127.00
	03-10	Gateway Signs and Refurbishment of Millennium Notice Board	2,000.00	929.00		1,071.00
	03-11	Road Safety (Maintenance of SPIDs	1,000.00	-		1,000.00
	03-12	Grant - Astley Hall (Restoration of Picture)	3,000.00	-		3,000.00
	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	1,500.00	963.70		536.30
04 - GENERAL RESERVE	04	General Reserve	24,343.89	-		24,343.89
Balance Carried Forward from 2021/22	84,318.49					
TOTALS			108,793.89	11,863.71	-	96,930.18
VAT to be Recovered		£936.24				
Total Spend to Date				12,799.95		

Chorley Liaison

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

Agenda

Apologies

1 **Welcome by the Chair**

2 **Minutes of meeting Wednesday, 20 July 2022 of Chorley Liaison**

(Pages 3 - 6)

3 **Introduction and Update from Lancashire Constabulary**

Inspector Mike Moyes from Lancashire Constabulary will be in attendance for this item.

4 **Active Travel Consultation**

This item is for information only.

The consultation is open until the 20th of November and it would be useful for the parish councils to be made aware of this and submit their thoughts on active travel and cycling across the Borough.

Link: [Active Travel Consultation - Your Say - Citizen Space Site - Citizen Space](#)

www.yoursay.citizenspace.com/2022-environmental-health-and-community-safety-sr/active-travel-consultation

5 **Item requested by Adlington Town Council**

Background

On behalf of Adlington Town Council, the Town Mayor Cllr Bev Speers proposes that SPIDS be put forward as a topic for the agenda of the next Chorley Liaison meeting. The Town Council is not sure if it is a borough-wide opportunity for all local councils to consider? If set in a wider context, a discussion of SPIDS and other potential speed reduction measures could be included, eg the 20's plenty campaign, also to ask for examples to be shared of what other local councils have done/are doing to tackle specific speed reduction concerns in their area and how successful these have been and at what cost. This would make it more of a borough-wide topic and might offer some useful insights.

6 **Item requested by Euxton Parish Council**

Background

Information in relation to Chorley Town Plan. Could we have some information as to when the plan may be finalized and put out for consultation with residents.

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**

(Pages 7 - 8)

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), Hasina Khan (Chorley Town East), Alan Platt (Western Parishes), Michelle Le Marinel (Northern Parishes), Aaron Beaver (Chorley Town West) and Danny Gee (Chorley Town North).

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



MINUTES OF CHORLEY LIAISON

MEETING DATE **Wednesday, 20 July 2022**

MEMBERS PRESENT: Councillor Gordon France (Eastern Parishes) (Chair),
 Councillor Kim Snape (Chorley Rural East Division,
 Lancashire County Council) (Vice-Chair),
Lancashire County Councillors: Alan Cullens, Julia Berry and Aidy Riggott,
Chorley Borough Councillors (Chairs of Neighbourhood Area Meetings): Debra Platt,
 Alan Platt and Michelle Le Marinel
Town and Parish Councillors: Ian Horsfield, Katrina Reed, Graham Ashworth,
 Christine Bailey, Nina Buckley, Tim Blackburn, Colin
 Evans, Alan Cornwell and Craig Ainsworth

OFFICERS: Asim Khan, Chris Walmsley and Coral Astbury

APOLOGIES: Town and Parish Councillors: Terry Dickenson and Katie
 Hardman

1 Welcome by the Chair

The Chair welcomed everyone to the meeting.

2 Minutes of meeting Wednesday, 16 March 2022 of Chorley Liaison

The minutes of the last meeting were agreed as a correct record.

3 Streetscene Strategy 2022 - 2025

Asim Khan, Director of Customer and Digital and Chris Walmsley, Streetscene Services Manager, introduced the Streetscene Strategy 2022-2025 and outlined the key changes to the policy.

Members raised the following points:

- Maintenance of bus shelters
- Weed spraying in Euxton – the Director of Customer and Services asked for more information on the query which had not been responded too.
- The consultation exercise was confirmed to be successful and useful. It was the first attempt to engage wider, officers would be reaching out to meet with each of the Parish Councils separately.

County Councillor Julia Berry asked if United Utilities could be invited to a future meeting to facilitate a discussion about services offered by them.

The Chair thanked the Director of Customer and Digital and Streetscene Services Manager for their attendance.



4 LCC Better Working Together

County Councillor Alan Cullens presented this item and explained the background and purposes of the charter. It was the County Council's aim to create a collaborative working environment, with Parish Councils involved in what is happening in Lancashire.

The Charter was received positively by Members and it was acknowledged that Parish Councils often felt ignored by the County Council which led to frustration. Members referred to the recent guidance given on fixtures being attached to street lighting and asked if Highways would be taking the Charter seriously.

Councillor Kim Snape explained that she had noticed an increase in response from Highways but there needed to be improvement within their consultation process. Bunting and Hanging Baskets were still an issue of concern for Parishes and Highways need to consult with residents and follow the democratic process before implementing policy.

5 Item requested by Adlington Town Council

Christine Bailey (Adlington Town Council) introduced the item and explained that a response had been provided from Community Engagement.

It was the Town Council's view that the lack of skate park did not apply to all young persons. If the outreach work could take place locally there was a number of venues in Adlington where this could take place. There had been concern locally, about anti-social behaviour and the Town Council looks forward to working with Inspire staff when they are ready to implement their outreach programme.

6 Item requested by Anderton Parish Council

Ian Horsfield (Anderton Parish Council) introduced the item and thanked officers for the response.

7 Item requested by Brindle Parish Council

County Councillor Alan Cullens introduced the item on behalf of Brindle Parish Council and explained that it was a complex query which had arisen from an agricultural building which had been knocked down and converted into a large four bedroom dwelling.

Brindle Parish Council requested more information on Article Q and how it is applied and asked if the Director of Planning and Development could be invited to attend a future meeting.

8 Questions from Members of the Liaison and the public



Colin Evans (Whittle-le-Woods) referred to the previous minutes and Dial-a-Ride and asked if Parishes were to help publicise the service. Councillor Debra Platt explained that Dial-a-Ride had asked members to publish information within their newsletters but nothing had been received as yet.

The Democratic and Member Services Officer agreed to contact Tracy Keating at Dial-a-Ride to obtain the information they wanted to publicise, this would be given to Parish Councils outside of the meeting.

9 Items for Future Meetings

- United Utilities
- Cabinet Member for Highways and Transport – general discussion about Highways
- Article Q – Director of Planning and Development

10 Any urgent business previously agreed with the Chair

None.

Chair

Date

This page is intentionally left blank



Chorley Liaison agenda management timetable

Date of meeting	Deadline for items to be requested by Members	Agenda Publication Deadline
Wednesday 18 January 2023	Friday 6 January 2023	Tuesday 10 January 2023
Wednesday 22 March 2023	Friday 10 March 2023	Tuesday 14 March 2023

Please email democratic.services@chorley.gov.uk if you would like to request an item on the agenda.

Future agenda items

Community energy funding
 Revival/survival strategy for Chorley town centre post Covid
 Time Credits
 Our Health Our Care
 Northern Rail
 High School Places

Intheboro

We are always on the look out for articles to include in intheboro which may be useful for Parish Councils.

If you have anything you feel may be useful and would like to be included please email intheboro@chorley.gov.uk .

Intheboro is published on the 1st of every month.

This page is intentionally left blank