

HEATH CHARNOCK PARISH COUNCIL MEETING
7.30 pm Thursday 14th April 2016
at Adlington Community Centre, Railway Road.

MINUTES

Apologies: Ian Oakes (Chair)

Present: Cllrs. Ashworth (Vice Chair); Styles, Williams;
Davison; County Cllr. Snape. Cllr Adams (Temporary Acting Clerk).
Others: Ms Christine Bailey (Appointed Clerk from 1 May 2016.)
Mr Cornes, Mr Carpenter and Ms Maidment (Cllrs. from 5 May 2016).

Declaration of any pecuniary interests: None

Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this Agenda. If you have a pecuniary interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do however have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case, you must not seek improperly to influence a decision on the matter.

February Minutes: Proposed: Cllr. Styles Seconded: Cllr. Williams

March Minutes: Proposed: Cllr. Styles Seconded: Cllr. Williams

Matters Arising:

a) Clerical Vacancy.

Mrs Christine Bailey was appointed as Parish Clerk from 1st May 2016 and duly signed a Contract of Employment. It was noted that she will be unable to attend the May meetings due to holiday leave and it was confirmed that Mrs Adams will cover those meetings.

It was also agreed that a new filing cabinet and suspension files and tabs would be purchased for the clerk. (Which could cost in the region of £200).

At the end of the 26 week probationary period, the Parish Council would re-assess the situation regarding the provision of computer and printer equipment for use by the Clerk.

b) Land at Junction Rawlinson Lane/Wigan Lane. (Trees)

It was reported since the last meeting, branches have been sawn off the cherry trees. This is criminal damage, but we are unable to identify the culprit/s. The Clerk has been asked to contact Alan Bothamley, sending a copy to Cllr. Snape, who has suggested that we contact him for a report on the condition of the trees.

Planning:

16/0024/DRS – Bramblewood, Wigan Lane, Discharge of Conditions.
No further action required by Parish Council.

Update Documents:

The Asset Register was reviewed and a revision agreed to take account of the new noticeboard which was installed in September 2015 on Chorley Road.

The Risk Assessment Register was reviewed and agreed.

However, in the light of Cllr Styles not being re-elected to the Council, it was agreed that Cllr Williams would take his place as the third authorised signatory for the Bank account and the clerk will source the mandate forms for this to be implemented as soon as possible. A change also needs to be made to the address for correspondence since the resignation of the previous Clerk.

Audit:

The Temporary Clerk reported that Audit arrangements were in hand, with the guidance of the Chairman, and would be carried out in the same manner as previously.

Balance at Bank:

£4,101.03

Paid since last meet:

None

Accounts to be paid:

a) None received
b) It was agreed that the nominal sum of £20 would be paid to the Temporary Clerk to cover postage/stationery etc.

Correspondence:

Adlington Scouts 50th Birthday Party.
Send apologies no one available to attend.

Any Other Business:

Request from Adlington Town Council for donation for defibrillators.

After extensive discussions on the merits of de-fibs in the village it was resolved to ask for further detail. Clerk to ask for the following information:

- Precise location
- How they will be accessed
- Precise cost
- Ongoing maintenance cost per annum
- Will they be insured

- Who if anybody, will be trained to use it
- Will the sports coaches be trained to use them
- Cost of on-going training
- Also point out that our budget for 16/17 has already been set and there was no provision for this
- Have they considered using CIL payment which would have accrued in respect of the 174 houses on Bolton Road

Cllr Williams raised the issue of future funding via grants and the Clerk was asked to furnish application forms for the Parish Champion Grant, and it was suggested that contact be made with other councils who had secured grants from this source.

It was agreed that the Clerk would have a formal Expenses Claim form. The new Clerk will devise this and it will be submitted for approval at the June meeting.

Cllr Styles advised that the Adlington and District in Bloom group would now service the log roll at Skew Bridge and smaller flower beds around the village. They will not however undertake any work on the stone flower bed on New Road, which is shared with Anderton Parish Council, in view of the parlous state of construction. He also confirmed that Mrs Woodrow indicated she would continue to maintain the flower bed on Rawlinson Lane, in memory of her late husband.

The Clerk was asked to contact Ian Horsefield of Anderton Parish Council to ascertain what was happening about repairs to the structure. Has he contacted Jack Ashworth who built the flower bed?

There then ensued extensive debate on the matter of the budget. This was in light of the fact that the Parish Council has saved money over the last two months by not paying the Clerk's salary.

- The meeting was reminded by the Chairman that the budget set for 2016/17 was £8,600 and the Precept had been agreed at £8,000 Precept.
- We needed to fund provision of filing cabinet for the clerk.
- There may be audit or accountancy costs.

The Chairman then asked the new Clerk if she would undertake a review of the budget and likely spending and present it to the Parish Council, possibly at the June meeting.

Cllr Williams informed the meeting that Caroline P. Hesketh, Chairman of Heath Charnock WI and of Adlington and District Heritage Society has collected the Headboard from one of the old wooden parish notice boards, had it re-varnished and is to incorporate it in a Heritage display.

It was agreed that at the AGM all Councillors should declare any interests they have in the following organisations/trusts/boards or committees:

- Friends of Adlington Circular Walk
- 3 Tier Forum
- South East Parishes
- Chorley Liaison
- Rivington and Brinscall Advisory Group
- Rivington Heritage
- Shaws Trust
- Shaws Education Trust
- Adlington & District Community Association
- Remembrance Day
- Planning in Practice
- Police – Southern area committee
- Others?

The Chairman then asked for volunteers to take on production of the Parish Newsletter, in view of the fact that the two previous editors were no longer Councillors and Mr Cornes indicated that he would be prepared to take on the task.

The Golf Club/Network Rail – Cllr Snape is continuing to pursue this matter. (See her copy email dated 10 April, a printed copy of which was given to Councillors tonight).

Following a request from the clerk, United Utilities inspected the manhole covers on Back Lane, which lift when it is raining. They have told Roy Howard, resident of Back Lane, that it is not their responsibility, but it lies with Lancashire County Council. However, when the Clerk originally reported the problem Lancashire CC told her it was for Unities Utilities to remedy. The Chairman asked Councillor Snape if she would pursue this matter on our behalf.

Concern was expressed at the announcement of the closure of the Accident and Emergency Department at Chorley Hospital and the Clerk was asked to send a letter to the Chief Executive of the hospital Trust, Karen Partington, expressing the Parish Councils displeasure.

Next Meeting: Thursday 12 May 2016

There being no further business the meeting closed at 9.05pm.

Signed.....(Chair) Dated 12 May 2016.