

## HEATH CHARNOCK PARISH COUNCIL (HCPC) MEETING

Thursday 10 November 2016 at Adlington Community Centre, Railway Road, Adlington

### MINUTES

**Present:** Cllrs Graham Ashworth (Chair), Ian Oakes (Vice Chair), Richard Cornes, David Carpenter, Kathy Maidment, Robert Davison, Paul Williams, County Cllr Kim Snape and Christine Bailey, Parish Clerk

**Apologies:** None

**Declarations of Interest:** None

**1. Minutes of 13 October 2016 meeting:** Proposed by Cllr Oakes; seconded by Cllr Davison and signed by Cllr Ashworth.

**2. Matters Arising:**

- a. The replacement notice board was installed on Tuesday 25 October.
- b. Proposed repair of waterlogged footpath between the Golf Club (Hall o'th Hill) & Lonsdale Farms. Cllr Carpenter reported that some branches had been laid down which improved the situation. **It was agreed:** the footpath improvement grant of £250 will be ring-fenced to be reviewed in 2016/17.
- c. By clearing back nettles, Cllr Carpenter has revealed the way marker posts along the Heath Charnock stretch of the Adlington Circular Walk. It was agreed that Cllr Carpenter would order/fix location signs to fencing to direct walkers. **Cllr Carpenter to order materials & confirm costs.**
- d. 1,000 daffodil bulbs have been planted at key locations in the Parish including at the junction of New Road and Nickleton Brow and beneath the 4 Parish noticeboards.
- e. Network Rail electrification works will involve the clearance of all vegetation, including trees, from both sides of the track to prevent damage. The investment is to speed up the service. One train per hour will stop at Adlington with two at peak times.

**3. Planning:**

- a. **16/00937/FUL:** Erection of detached replacement garage at 9 Nickleton Brow, PR6 9EP. To be constructed of stone with a Welsh blue slate roof. Natural stone is preferred by Parish Council to match materials used locally in the greenbelt. **No objection.**
- b. **16/00910/FULHH:** Erection of detached garage at 11, Nickleton Brow, PR6 9EP. To be constructed of stone with a Welsh blue slate roof. Natural stone preferred to match materials used locally in the greenbelt. **No objection.**
- c. Consultation on CBC's **revised guidance for Household Extensions** - Noted CBC's design and sustainability requirements from applicants.

**4. Community Matters**

- a. **Memorial Stone:** The Anderton Gateway design information was considered. Cllr Ashworth proposed an oval low stone wall structure, approximately 0.9 m at the back tapering to 0.3m at the front with a large stone and roll of honour inscription to be located in the middle, surrounded by planting and pebbles. LCC is determining whether it can be sited on their land at Skew Bridge. Cllr Ashworth is seeking an estimate for the stone from the quarry and has requested a design brochure from a specialist contractor. **It was agreed:** the Parish Council will meet again on **Thursday 8 December** at 7.30pm to finalise its application to the South Eastern Parishes Neighbourhood Priorities Fund to be submitted by 9 December. The Parish Newsletter will be used to consult the Parish on design and location options. **Cllr Cornes was asked to raise this at the South Eastern Parishes meeting**
- b. It was agreed that the Chair and the Clerk will attend the **Community Funding Event** on **Wednesday 7 December** in Chorley to identify other fund raising options towards the Memorial Stone
- c. The draft content of the **annual Parish newsletter** was discussed. Cllr Carpenter was asked to have a draft text for the Clerk to circulate with the Agenda for the 19 January 2017 meeting.
- d. **Remembrance Sunday** – Cllrs Oakes and Williams to attend the Remembrance Service and Ceremony on Sunday 13 November 2016 to lay a wreath on behalf of the Parish.

## 5. Finance Update

- a. **Balance at Bank:** £10,359.77 (with receipt of Parish Champion Grant - £493.20) on 25 October

### b. Paid since last meeting:

- i. 50% balance due at installation of Limbrick replacement Noticeboard - £822
- ii. Clerk Salary – (October) - £233.33
- iii. Clerk Mileage - £5.25 & office expenses: stamps, stationery & copying - £9.20 = £14.45
- iv. Clerk PAYE – (October) - £58.33
- v. Parish contribution to cost of refreshments at Remembrance Service - £120
- vi. Donation in memory of Brian Parkinson - £25
- vii. Emergency repair of broken glass, Skew Bridge Notice Board - £62

- c. **Clerk's Salary** – The Council confirmed that the Clerk had completed a successful 6 months probationary period and agreed to the third and final stage of the salary enhancement offered at appointment and an annual salary increase for 2017/18 assessed in line with the September 2016 Treasury figures at 1% inflation.

### d. Accounts to be paid:

- i. Clerk Salary – (November) – £259.17 (as one month's annual salary at the rate of £3,885 per annum as set by the Parish Council for the financial year 2016/17)
- ii. Clerk Mileage - £ 17.25 & office expenses: stamps, stationery & copying - £9.55 = £26.80
- iii. Clerk PAYE – (November) – £65.20
- iv. Parish donation to St John's Ambulance if attend Remembrance Sunday service -£25
- v. Donation to Rivington & Adlington Junior Band - £50

- e. The Parish will postpone the purchase of a laptop, software and scanner for Clerk to use from Transparency Fund Grant until January 2017

f. **Budget Review:** The Parish Council considered the current budget; actual and projected expenditure; income received; and proposed the draft budget for 2017/18 in Appendix 1 below for review at the January 2017 meeting. Clerk to inform Alan Styles, Chair Adlington in Bloom the Parish's request to maintain the New Road planter.

#### **6. Correspondence:**

- a. Highways England, NW Region Stakeholder Briefing meeting- this was noted
- b. At the 19 October Chorley Liaison meeting, Inspector Charlie Cox reported that each local police team has an identified PCSO as a point of contact and would aim to attend key meetings eg Annual Parish meetings. The current PCSO contact names and details are in the 4 Parish Notice boards. The police will be invited to attend a future Parish meeting. **Action: Clerk**
- d. The next Chorley Liaison meeting is on **Wednesday, 18 January 2017**. Deadline for Agenda item is Tuesday, 3 January 2017 at 12 noon. **The Chair and Clerk will attend.**

#### **7. Any Other Business:**

- a. **Friends of Adlington Library (FoAL)** – Cllr Williams asked that the Parish agree to become a member of FoAL at £2 to show support and in finalising the proposed budget consider what further financial and other support the Parish might offer to help to achieve a community-managed library from 1 April 2018. Library users will still have access to Central Library Services
- b. It was reported that Kathleen Maidment has been confirmed as an individual member of Shaw's Trust Board
- c. The Rivington and Brinscall Advisory Group will meet in December and The Rivington Heritage Trust will meet in early 2017
- d. Cllr Kathleen Maidment will attend the Adlington Luncheon Club Christmas meal on 14 December. The Clerk reported that County Cllr Snape is also invited. **Clerk to reply**
- e. A letter expressing concern about BT's proposals to reduce/remove public phone boxes in Adlington due to limited use and increased costs of maintenance due to vandalism was discussed. **County Cllr Snape was asked to follow this up.**

#### **8. Date of Next Meetings**

An additional meeting was agreed on Thursday, 8 December to mainly discuss the Memorial Stone initiative. This has now been arranged at Adlington Community Centre from 7.30pm. The next meeting as programmed will be on Thursday, 19 January 2016 at 7.30pm at Adlington Community Centre

The meeting closed at 21.10pm.

Christine Bailey, Parish Clerk, 13.11.16

