



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 6 November 2024** at 6.30 pm in the Community Centre at which the following business will be transacted.

Summons

1. Apologies for Absence

To receive members' apologies.

To consider a report of the Parish Clerk inviting the Parish Council to authorise Councillor Ian Thomas from attendance at meetings in accordance with S85 (1) of the Local Government Act 1972.

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) (Enclosed).

5. Minutes

To approve as a correct record and sign the minutes of the meeting of the Parish Council held on Wednesday 4 September 2024. (Enclosed).

6. Proposed Improvements to the Public Realm in Astley Village

At the last meeting of the Parish Council on 4 September 2024, it was agreed that representatives of Chorley Borough Council be invited to attend this meeting to provide an update on the proposed improvements to the public realm in Astley Village.

Andrea de Freitas, Facilities Management Officer (Chorley Borough Council) has confirmed that she will be attending the meeting.

7. Proposed Improvements to the Chancery Road Underpass

At the last meeting of the Parish Council on 4 September 2024, it was agreed that County Councillor Aidy Riggott and a representative from Chorley Borough Council be invited to attend this meeting to discuss the proposed Improvements to the Chancery Road Underpass.

Andrea de Freitas, Facilities Management Officer (Chorley Borough Council) has confirmed that she will be attending the meeting.

8. 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).

9. Statutory Business

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

10. 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).

11. Winter Newsletter 2024

The Parish Clerk to report at the meeting.

12. Christmas Event 2024

The Parish Clerk to report at the meeting.

13. Environment Reports

To receive a verbal update at the meeting.

14. Reports from Parish Council Representatives on Other Bodies

Chorley Liaison

The next meeting was held on Wednesday 16 October 2024 at 6.30pm. (relevant papers enclosed).

Neighbourhood Area Meeting (NW Parishes and Chorley North)

The next meeting will be held on Monday, 24 February 2025 at 6.30pm.

15. Correspondence

The Clerk to report at the meeting.

16. 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.

17. Schedule of Meetings 2025/26

To consider the proposed Schedule of Meetings 2025/26

18. Dates of Next Meetings

To note that the next meeting of the Parish Council will take place on Wednesday 8 January 2025 at 6.30 pm.

Schedule of Meetings 2024/25

Meetings of the Parish Council will take place on the following dates at 6.30 pm:

- Wednesday 8 January 2025
- Wednesday 5 March 2025 at the rise of the Parish Meeting

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



28 October 2024



Astley Village Parish Council

Title	Non-attendance at Meetings					
Report of	Parish Clerk & Responsible Financial Officer					
Date	6 November 2024					
Type of Paper	Decision	X	Discussion		Information	
<p>Purpose of Report</p> <p>The Parish Council is required to consider and authorise any absence from attendance at meetings in accordance with S85 (1) of the Local Government Act 1972.</p> <p>Where a member is unable to attend any meeting of the Parish Council for a period of six consecutive months following the date of their last attendance, they automatically cease to be a member of the Parish Council, unless the Parish Council has resolved to approve a reason for an extended absence.</p>						
<p>Key Issues</p> <p>S85 (1) of the Local Government Act 1972 provides that “if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of that authority”. For the purposes of the legislation, ‘meetings of the authority’ includes Council, Committee and Sub-Committee meetings.</p> <p>Members will be aware that Councillor Thomas has recently experienced a period of ill health. Councillor Thomas’s last attendance was at the Parish Council Meeting on 1 May 2024.</p> <p>Without a resolution of the Parish Council under S85 (1) of the 1972 Act, Councillor Thomas must attend any meeting of the Parish Council prior to the 6 November 2024. Councillor Thomas will be getting married on 21 October 2024, and will be on honeymoon in Japan from 31 October to 14 November 2024 so will be unable to attend the Parish Council Meeting on 6 November or take part in any Council Events or meetings in that period.</p>						

The Parish Council can only consider a reason to waive the requirements of the 1972 Act prior to the end of the six-month period. This cannot be approved retrospectively, and this will be the last opportunity for the Parish Council to consider an exemption to the attendance requirements.

Under the circumstances, it is requested that the Parish Council approve an extension of the six-month rule for Councillor Thomas, to afford an additional recovery period, should it be required.

Action required by the Parish Council

That the Parish Council resolves, having regard to the circumstances of the absence of Councillor Ian Thomas from Council meetings, to waive the requirements of Section 85 (1) of the Local Government Act 1972.



Astley Village Parish Council

Title	Borough/County Councillor Reports					
Report of	County Councillor Aidy Riggott (Euxton, Buckshaw & Astley) - Lancashire County Council					
Date	6 November 2024					
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>At the last Parish Council Meeting in September I was requested to raise the Parish Council concern at the that acceptance that there is poor visibility for motorists to see residents crossing to the bus stop closest to Long Croft Meadow, on Chancery Road request Lancashire County Council to introduce measures to slow vehicles down at this location.</p> <p>To clarify, Lancashire County Council and my previous report said “Unfortunately, this will not be directly next to the bus stop in question due to the limited visibility.” This does not necessarily translate to “poor visibility” as recorded in your note shown above. Perhaps the Parish Council might want to reconsider the wording of the minute. I can then forward the request in its entirety to LCCs Highways Department.</p> <p>At the same meeting on 4 September 2024, I was asked confirm that I would be attending the Parish Council Meeting on 6 November 2024 to discuss the proposed Improvements to the Chancery Road Underpass. It might be helpful if an officer from the team that carried out the initial assessment could also attend.</p> <p>I do believe the attendance of an officer from Lancashire County Council has already been requested and responded to (and declined) I intend to attend the Parish Council meeting on the 6 November and do recognise the importance of this scheme to the Parish Council and wouldn’t want to see progress delayed if I couldn’t attend. I repeat my offer to attend earlier.</p>						

I worked with Lancashire County Council's Highways Dept to ensure that a replacement streetlight was installed asap to replace the damaged light (near to Merefield) as well as reporting some potholes on Studfield that needed repair.

I have also been chasing some overdue drainage works on Chancery Road which hopefully should be completed by the publishing of this report.

On behalf of Councillor McAndrew, I have been seeking answers to a matter at Buckshaw Primary School and I hope to have an update I can bring to the next Parish Council meeting, if not before.

And finally, I worked with the Chair and Vice-Chair of the Parish Council – Councillors Sharples and McAndrew – to resolve the issue with the unlit streetlights and crossing lights on Chancery Road, seeking updates from Electricity North West through contacts at Lancashire County Council. A matter all of us were keen to see resolved as quickly as possible!

Action required by the Parish Council

To note the report.



Astley Village Parish Council

Meeting of the Council

4 September 2024 at 6.30pm

Present

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

318.01 Apologies for Absence

Apologies were received from Councillors Matt Lynch and Ian Thomas.

318.02 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.

318.03 Public Engagement

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

Pedestrian crossing near Buckshaw Primary School

Residents expressed concern that it was difficult to see pedestrians waiting to cross the pedestrian crossing near Buckshaw Primary School due to the poor street lighting around the crossing and when wild flowers were in bloom and the grass was long it was difficult to see pedestrians (especially children) approaching the crossing from either side of Chancery Road. Concern was also expressed regarding the speed off traffic along Chancery Road.

It was suggested that a zig zag barrier be installed at the side of Chancery Road (near the flats nearest to the woods) and to improve visibility, the street lighting be improved at this location.

Community Garden, Great Meadow

Residents reported that they had been informed that Places for People proposed to remove the community garden at Great Meadow to provide additional car parking spaces.

It was suggested that Places for People be requested to clarify the situation and the date of the next estate walkabout with Places for People.

West Way Nature Reserve

Residents asked if it would be possible to make the land next to the ponds at the West Way Nature Reserve available for community use.

It was reported that the Parish Council had recently funded the refurbishment at the West Way Nature Reserve at a cost of £5,000, including new interpretation boards but that the Parish Council could provide additional funding to make the land next to the ponds available for community use.

It was suggested that Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) be requested to advise on whether the land was suitable to be used for community use.

318.04 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.

The Chair reported that the Chorley North and Astley Ward Borough Councillors (Councillors Alistair Morwood, Adrian Lowe and Jean Sherwood) had sent their apologies as they were attending a meeting at Chorley Town Hall at 6pm. In addition, County Councillor Riggott was attending Lancashire County Council business in York and therefore had sent his apologies.

RESOLVED – That the reports be noted.

318.05 Minutes

RESOLVED - That the minutes of the Parish Council Meeting held on Wednesday 3 July 2024 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

318.06 Request for Dropped Kerbs at Long Croft Meadow Bus Stop - Negative Response from Lancashire County Council

It was reported that this item had been placed on the agenda at the request of Councillor Keith Ashton.

Councillor Ashton explained that he had contacted County Councillor Riggott regarding the need for dropped kerbs to be sited on either side of the road at the bus stops near to Long Croft Meadow, as several residents had complained about the awkwardness of lifting their walkers or wheelchairs over the kerbs when trying to access the footpaths along Chancery Road or into Broadfields or Long Croft Meadow.

It was noted that Lancashire County Council had explored the installation of a

mobility crossing/ dropped kerb near the bus stop closest to Long Croft Meadow, on Chancery Road but due to concerns that the sweeping bend in the road, it would create a road safety concern for pedestrians if a dropped crossing was introduced at the bus stop and therefore was not possible.

The Parish Council expressed concern at the admission by Lancashire County Council that there was poor visibility at this location as residents would continue to cross at this point to the bus stop with or without the installation of a mobility crossing/ dropped kerb.

It was proposed to introduce two additional mobility for the bus stops at Mimosa Close and Buckshaw Hall Close although the final locations may change slightly upon installation. There were already eight mobility crossings along Chancery Road.

RESOLVED – (1) That in view of the assessment by Lancashire County Council that there was poor visibility for motorists to see residents crossing to the bus stop closest to Long Croft Meadow, on Chancery Road, Lancashire County Council be requested to introduce measures to slow vehicles down at this location.

(2) That Chorley Borough Council and Places for People be requested to cut back the vegetation overgrowth at Broadfields to provide maximise visibility for motorists to see residents crossing to the bus stop closest to Long Croft Meadow, on Chancery Road.

318.07 Proposed Improvements to the Chancery Road Underpass

It was reported that at the last meeting, it was agreed that County Councillor Aidy Riggott and a representative from Chorley Borough Council be invited to attend this meeting to discuss the proposed Improvements to the Chancery Road Underpass.

It was noted that County Councillor Riggott had suggested that as the next Parish Council meeting was not until 6 November, if the Parish Council wanted to try and arrange another time for him to meet to discuss this issue, he was happy do that.

RESOLVED – That the Parish Clerk be requested to include this item on the agenda for the next meeting on 6 November 2024 and County Councillor Aidy Riggott and a representative from Chorley Borough Council be invited to attend the meeting to discuss the proposed Improvements to the Chancery Road Underpass.

318.08 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.

In particular the following issues in the report were discussed:

Astley Village - Radar Speed Signs

It was reported that at the last meeting, was reported that the wires had been cut again to both solar panels for the radar speed sign on Chancery Road following Pandora Technologies Ltd Radar Speed Signs repairing the radar speed sign near Wymundsley in May 2024 at a cost of £175.20.

Pandora Technologies Ltd Radar Speed Signs had suggested fitting the solar connector at the top of the side panel and run it out of a gland with the waterproof connector further up the conduit, so the connection was made at the solar panel, rather than the sign and the cable is further away from harm's reach.

To achieve this, they would need to arrange for the radar speed signs and solars to be collected and had asked that they are taken down from the posts and wrapped up separately in skin of bubble wrap/cardboard to be collected by a carrier.

To make these changes to the radar speed signs and solar kit, including carriage each way, parts, labour and re-testing it would cost £460.00 + vat for both signs.

It was noted that if the vandals were intent on damaging the solar connection, they may still find a way to access the cable at the new height, however, it would be harder to reach without a ladder, less visible and a more robust connection into the sign, so would hopefully be successful in deterring them.

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

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

As requested, the Parish Clerk had written to the following on 8 July 2024 to the following, making them aware of the Parish Council's concerns and the responses received were set out in the Appendix to the report. No response has been received from the Police:

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

A letter had been received from Lyndsay Riding, Partnerships Manager, theteamstop (also attached to the report) apologise for any inconvenience and stating that they were open to collaborating with the Parish Council, County Council and Chorley Council to find effective solutions.

The Chair of the Parish Council had issued a press release regarding the Parish Council's concerns relating to indiscriminate dangerous parking taking place in the village which was sent to the Lancashire Evening Post, Lancashire Telegraph and Lancashire Live as well as being shared via Facebook and on the Parish Council website.

Proposed planting at the Astley Village Garden of Reflection

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

It was noted that since the last meeting:

- Permission from Head of Neighbourhoods and Waste at Chorley Borough Council (Chris Walmsley) has now been received for the planting scheme to go ahead.
- Lindsey Blackstock was working with the Estates Team to obtain a licence agreement in place to say that the Parish Council would be responsible for the maintenance.
- The Parish Clerk had approached Hartwood Maintenance to discuss undertaking the future maintenance of the planter at the Astley Village Garden of Reflection.
- A specification for the Parish Council to be able to obtain quotes from a Landscaping Contractor to prepare the areas for planting and plant the structure planting was expected shortly from Chorley Borough Council.
- Councillor John McAndrews had invited Buckshaw Primary School to be involved in the planting of the bulbs.

Replacement of the Existing Litter Bins Outside Buckshaw Primary School and at the Shops at Hallgate with Recycling Litter Bins

It was reported that at the last meeting, Chorley Borough Council had been requested to replace the existing litter bins outside Buckshaw Primary School and at the shops at Hallgate with recycling litter bins to be funded by the Parish Council to be funded from the Village Improvements budget. The local ward Councillors had requested Chris Walmsley, Head of Streetscene at Chorley Borough Council to respond to the request.

West Way Sports Hub - Proposed Plans for Boundary Footpaths

It was reported that at the last meeting, an update had been requested from Chorley Borough Council in relation to the proposed plans for boundary footpaths. Simon Forster, Open Space Strategy Officer (Chorley Borough Council) had confirmed that meetings have taken place with UK Athletics and Chorley Athletics and Triathlon Club earlier this year and the footpath scheme is still being considered to provide a circuit route around the playing fields with connections into the residential areas. Funding options are now being considered for delivery of the scheme. He has asked if the Parish Council can confirm that the previous offer of a funding towards the scheme is still available.

Buckshaw Junior Football Club – Sponsorship

It was reported that the Parish Council agreed in January 2024 to sponsor the match kit of one of the Astley and Buckshaw Junior Football Club junior teams up to a cost of £500 from the “Improving Community Engagement and Raising the Profile of the Parish Council” budget. The club have decided to use the sponsorship money for two of their new under 8s team and had asked the Parish Council to approve the proposed design of the shirts which was circulated at the meeting.

RESOLVED – (1) That the report be noted.

- (2) That the following expenditure approved by the Parish Clerk in accordance with Standing Order 16.2 be noted:
- SLCC - Annual Membership Fee £112.00.
 - Post Office Counters Ltd – Postage £1.55.
 - Hotline Branded Products - Chorley Flower Promotional items £505.20.
 - ABJFC - U7's Football Strip Sponsorship £500.00.
 - Hartwood Maintenance - Maintenance of Planters £310.47.
 - Asda - Bottled Water (Flower Show) £4.00.
 - PFK Littlejohn LLP - External Audit 2022/23 £252.00
- (3) That the proposed changes to the sign and solar kit be approved and the Parish Clerk be requested to contact Pandora Technologies Ltd regarding them collecting both radar speed signs from their current location and carrying out the modifications and that the Parish Clerk be authorised to approve the cost up to £2,000 (including parts, labour and re-testing).
- (4) That Lancashire County Council be requested to provide the team stop with guidance on creating a traffic management plan and Chorley Borough Council be requested to provide advice and support to the team stop to avoid similar issues at future events.
- (5) That the Parish Clerk be requested to contact Chris Walmsley, Head of Streetscene at Chorley Borough Council regarding replacing the existing litter bins outside Buckshaw Primary School and at the shops at Hallgate with recycling litter bins to be funded by the Parish Council to be funded from the Village Improvements budget.
- (6) That the Parish Council reaffirm its previous commitment to provide £15,000 funding towards proposed plans for boundary footpaths including access from Great Meadow to the play area at the West Way Sports Hub
- (7) That the proposed design of the shirts for the under 8s team being sponsored by the Parish Council be approved and the Parish Clerk be requested to inform Buckshaw Junior Football Club accordingly and arrange for a photograph of the team and Parish Councillors to be included in the Winter Parish Newsletter.
- (8) That representatives of Chorley Borough Council be invited to attend the next Parish Council Meeting on 6 November 2024 to provide an update on the proposed improvements to the public realm in Astley Village.

318.09 Statutory Business

(i) Co-option to the Parish Council Vacancies

It was noted that there were three vacancies on the Parish Council. These have been advertised on the Parish Council Noticeboards and website. A leaflet, advertising for Parish Councillors has also been produced and will be delivered to every property within the Parish. A leaflet has been drafted to be delivered to residents in Astley Village to try and recruit more Parish Councillors.

RESOLVED – (1) The Parish Clerk be requested to invite expressions of interest to enable any applications to be considered at the next meeting of the Parish

Council.

- (2) That the Parish Clerk be requested to arrange for the printing of the leaflet to be delivered to residents in Astley Village with the Winter Newsletter to try and recruit of more Parish Councillors.

(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 not been consulted on any planning application received by Chorley Borough Council since the last Parish Council Meeting on 3 July 2024.

RESOLVED – That the report be noted.

318.10 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 29 August 2024.

RESOLVED – That the financial position be noted.

(ii) Payments to be Approved

The Responsible Financial Officer submitted a report (copies of which had been circulated) recommending a list of invoices to be paid between 1 September 2024 and 31 October 2024 as follows:

Date	Creditor	Description	Total (£)	Vat (£)	Net (£)
06/09/24	Employee 4	Reimbursements (July 2024)	EB	62.92	
06/09/24	Employee 4	Reimbursements (August 2024)	EB	45.76	
01/09/24	Easy Web Sites	Monthly rental	DD	68.64	11.44
23/09/24	Zoom	Zoom Subscription (September 2024)	EB	15.59	2.60
13/09/24	Employee 4	Salary (September 2024)	EB	391.20	
13/09/24	HMRC	Tax (September 2024)	EB	97.80	
01/10/24	Easy Web Sites	Monthly rental	DD	68.64	11.44
23/10/24	Zoom	Zoom Subscription (October 2024)	EB	15.59	2.60
15/10/24	Employee 4	Salary (October 2024)	EB	391.20	
15/10/24	HMRC	Tax (October2024)	EB	97.80	
				1,255.14	28.08

RESOLVED – That approval be given to the payments as detailed above.

(iii) Spend Against Budget Headings

The Responsible Financial Officer submitted a report (copies of which had been circulated) inviting the Parish Council to review the spend against budget headings.

RESOLVED – That the report be noted.

(iv) 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.

(v) 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.

(vi) 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.

(vii) External Auditor Report 2023/24

The Parish Clerk reported that the Parish Council had received the External Auditor's Report and Certificate for 2023/24. The External Auditor's limited assurance opinion was that on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the information in Sections 1 and 2 of the AGAR was in accordance with Proper Practices and no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

RESOLVED – That the External Auditor's Report and Certificate for 2023/24 be noted.

318.11 Winter Newsletter 2024

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 (Councillor Gillian Sharples).
- Christmas Event 2024 (Councillor John McAndrew).

- Chorley Flower Show 2024 (Councillor Gillian Sharples).
- Monthly Litter Picks (Councillor Keith Ashton).
- Buckshaw Junior Football Club – Sponsorship (Parish Clerk)
- Update on the Village Development Plan (Councillor Chris Sheldon).
- Real Madrid Foundation Clinic on Friday 26 July 2024 (Darren Marsden)

RESOLVED (1) That the following timetable to produce the Winter edition of the Parish Council Newsletter be agreed:

- Parish Councillors email the Parish Clerk with suggested articles for inclusion in the Winter Newsletter by Sunday 29 September 2024 and those articles be submitted to by Sunday 13 October 2024.
- All articles be sent to the Printers by Monday 21 October 2024.
- Deadline for Councillors to comment on the proof – Wednesday 6 November 2024.
- Newsletter delivered from Friday 15 November 2024.

318.12 Chorley Flower 2024

The Parish Council reviewed the attendance by Parish Councillors at the Chorley Flower Show on Friday 26 and Saturday 27 July 2024 and it was agreed that attending just on the first two days had worked well. It was noted that there would be a need to update the Parish Councillors details and the Parish Development Plan on the information boards if the Parish Council decided to attend the Chorley Flower Show in 2025.

318.13 Christmas Event 2024

The Parish Clerk reported that the Community Centre had been booked for Friday 6 December 2024 from 5pm until 9pm.

RESOLVED – (1) That following the Christmas singing round the Christmas Tree at 6pm, refreshments be made available in the Community Centre and the Parish Clerk be authorised to approve the associated expenditure from within the existing budget allocated (£800).

- (2) The Parish Council should again purchase selection boxes for every child at Buckshaw Primary School as they had for the last two years.
- (3) That members of AKoustic be invited to accompany the Christmas singing again this year.
- (4) That Councillor John McAndrew be requested to invite Buckshaw Primary School to attend.

318.14 Reports from Parish Council representatives on Other Bodies

Chorley Liaison

The Chair provided a summary of the business considered at the meeting of the Chorley Liaison held on Wednesday, 17 July 2024. The Chair reported that there had been presentations on the refurbishment of Chorley Bus Station and the Home Energy Support Scheme. There had also been a discussion on implementing speed control measures and the effectiveness of speed indicator devices.

Neighbourhood Area Meeting (NW Parishes and Chorley North)

As reported at the last meeting, with the agreement of the Executive Member (Early Intervention), it had been agreed to cancel the round of Neighbourhood Area Meetings including the Neighbourhood Area Meeting (NW Parishes and Chorley North) on Thursday 20 June 2024. A copy of the NW Parishes and Chorley North Neighbourhood Priorities Update Report for 2023/24 and NW Parishes and Chorley North Neighbourhood Priorities Updates for 2024/25 had been circulated for members information. The next meeting would be held on Monday, 24 February 2025 at 6.30pm.

RESOLVED – That the report be noted.

318.15 Correspondence

Correspondence received had been reported as part of the 'Parish Clerk Report' (Minute 318.08).

318.16 Date of Next Meeting

To note that the next meeting of the Parish Council will take place on Wednesday 6 November 2024 at 6.30 pm.

The meeting concluded at 8.00 pm.

Chair

Astley Village Parish Council

Title	Parish Clerk Report				
Report of	Parish Clerk & Responsible Financial Officer				
Date	6 November 2024				
Type of Paper	Decision		Discussion	X	Information

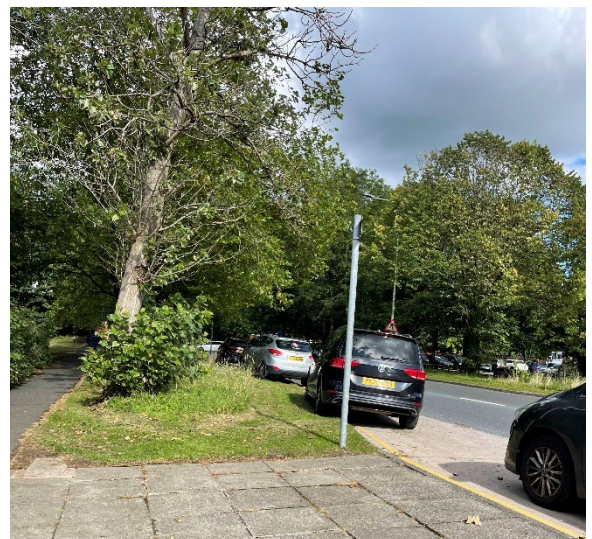
Purpose of Report

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

Key Issues

Lay-by next to the Buckshaw Primary School

A resident has contacted the Parish Council suggesting that some grass verge parking mitigation at the lay-by next to the school. The area suggested is at the Northeast end, between the lay-by and where it begins to narrow to the yellow school zig zag markings. The resident has observed drivers attending the school and park on the grass verge which damages and muds this area.



Any changes to the verges are likely to have some impact on how the area is maintained by Chorley Borough Council so it is something the Parish Council would need to be consulted on. For example, any boulders/ bollards would all need strimming arounds which would their grounds maintenance team longer, which could increase the cost.

Creating banking's would likely have the least impact on Chorley Borough Councils operations, providing they are shaped in a way that they could safely mow them using ride on mowers.

Ultimately, it would be a decision for Lancashire County Council as this areas, including the verge, is part of the adopted highway.

Gateway Signs

The Village Development Working Group will consider other ways of enhancing the existing Gateway Signs in due course.

Community Garden, Great Meadow

At the last meeting of the Parish Council, residents reported that they had been informed that Places for People proposed to remove the community garden at Great Meadow to provide additional car parking spaces.

It was suggested that Places for People be requested to clarify the situation and the date of the next estate walkabout with Places for People.

Places for People have confirmed that plans have been drawn and Local Authority Planning Permission approved to remove the unused community food grow planter on Great Meadow to provide additional parking spaces. The funding bid was rejected so this will not now go ahead. Places for People are continuing to look for alternative funding opportunities going forward.

Places for People have not had the capacity to schedule an Estate Inspection due to leave cover over the summer period and ongoing staff shortage. It is likely that this will be organised over the winter months.

West Way Nature Reserve

At the last meeting of the Parish Council, residents asked if it would be possible to make the land next to the ponds at the West Way Nature Reserve available for community use. It was reported that the Parish Council had recently funded the refurbishment at the West Way Nature Reserve at a cost of £5,000, including new interpretation boards but that the Parish Council could provide additional funding to make the land next to the ponds available for community use.

The new interpretation boards at the West Way Nature Reserve have been installed.



It was suggested that Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) be requested to advise on whether the land was suitable to be used for community use.

Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) has responded that it is probably Chorley Borough Council that are responsible for the grass and that if the long grass is in need of being cut, this should be done via My Account on Chorley Borough Council's website.

Request for Dropped Kerbs at Long Croft Meadow Bus Stop - Negative Response from Lancashire County Council

At the last Parish Council meeting, Councillor Ashton explained that he had contacted County Councillor Riggott regarding the need for dropped kerbs to be sited on either side of the road at the bus stops near to Long Croft Meadow, as several residents had complained about the awkwardness of lifting their walkers or wheelchairs over the kerbs when trying to access the footpaths along Chancery Road or into Broadfields or Long Croft Meadow.

It was noted that Lancashire County Council had explored the installation of a mobility crossing/ dropped kerb near the bus stop closest to Long Croft Meadow, on Chancery Road but due to concerns that the sweeping bend in the road, it would create a road safety concern for pedestrians if a dropped crossing was introduced at the bus stop and therefore was not possible.

The Parish Council expressed concern at the admission by Lancashire County Council that there was poor visibility at this location as residents would continue to cross at this point to the bus stop with or without the installation of a mobility crossing/ dropped kerb.

It was agreed that in view of the assessment by Lancashire County Council that there was poor visibility for motorists to see residents crossing to the bus stop closest to Long Croft Meadow, on Chancery Road, Lancashire County Council be requested to introduce measures to slow vehicles down at this location.

It was also agreed that Chorley Borough Council and Places for People be requested to cut back the vegetation overgrowth at Broadfields to provide maximise visibility for motorists to see residents crossing to the bus stop closest to Long Croft Meadow, on Chancery Road.

County Councillor Riggott has repeated the previous view expressed by Lancashire County Council that "Unfortunately, this will not be directly next to the bus stop in question due to the limited visibility." which does not necessarily translate to "poor visibility".

Astley Village - Radar Speed Signs

The wires were cut to both solar panels for the radar speed sign on Chancery Road so are not working. At the last meeting of the Parish Council the proposed changes to the sign and solar kit were approved and I was requested to contact Pandora Technologies Ltd regarding them collecting both radar speed signs from their current location and carrying out the modifications and that the Parish Clerk be authorised to approve the cost up to £2,000 (including parts, labour and re-testing).

Pandora Technologies Ltd responded suggested that the most economical way to proceed would be for two of their technicians to come to site and carry out diagnosis/repair/modifications at a cost of £790.00 + VAT.

Both of the solar powered speed reminder devices on Chancery Road in Astley Village the wires have been repaired and the wires have been tightly tucked away behind the solar panels and are out of reach of vandals The photograph is of the sign following it being repaired.



Pedestrian crossing near Buckshaw Primary School

At the last meeting of the Parish Council, residents expressed concern that it was difficult to see pedestrians waiting to cross the pedestrian crossing near Buckshaw Primary School due to the poor street lighting around the crossing and when wild flowers were in bloom and the grass was long it was difficult to see pedestrians (especially children) approaching the crossing from either side of Chancery Road. Concern was also expressed regarding the speed off traffic along Chancery Road.

It was suggested that a zig zag barrier be installed at the side of Chancery Road (near the flats nearest to the woods) and to improve visibility, the street lighting be improved at this location.

Places for People have investigated the visibility issue.

A resident has contacted the Parish Council:

“I am pleased to see that the grass verge alongside Chancery Road has now been cut properly. It has made the appearance and vista much better. I do hope that the Borough Council will now abandon its failed experiment to grow wild flowers as it has been a disaster and made the village look increasingly untidy. Several residents have already remarked how much better the verges look”.

Since the meeting it has been confirmed that all the faults are related and required Electricity Northwest to resolve the issues. Lancashire County Council reported it to Electricity Northwest on 3 September 2024.

The Chair confirmed that on 26 September 2024, the flashing beacons at the zebra crossing had been fixed by Electricity Northwest and were working. The street lights had also been fixed.

Wymundsley - Dangerous Trees Taking Light and Overhangs

A resident has contacted the Parish Council to complain that trees next to their house on Chorley Council land are taking light, are too tall and need lowering. Within the trees there is one with a 12 inch deep hole in it, and a crack stretching half of the heal where the branch was cut. Another tree seems to be leaning more and more with its roots rising above the ground. Some branches are overhanging their fence and garage and in recent gales lots of branches have been blown into, onto my roof and garden.

The resident has offered to have the tree work done and would pay for it cut to have them cut down to house gutter height which may make them safer and every two years. They are worried that two of the trees will fall onto Chancery Road.

Though their garden is a wildlife garden, they cannot grow the plants they would like to because of the tree roots coming into their garden.

The resident has indicated that they will attend the Council Meeting and Chorley Borough Council have been made aware of the issue.

Astley and Buckshaw Junior Football Club (ABJFC) – Sponsorship

The Parish Council agreed in January 2024 to sponsor the match kit of one of the Astley and Buckshaw Junior Football Club junior teams up to a cost of £500 from the “Improving Community Engagement and Raising the Profile of the Parish Council” budget.

At the last meeting of the Parish Council, the proposed design of the shirts for the under 8s team was approved. A photograph of the team and Parish Councillors was taken on 15 October 2024 and will be included in the Winter Parish Newsletter.



West Way Sports Hub - Proposed Plans for Boundary Footpaths

At the last meeting of the Parish Council, the Parish Council reaffirmed its previous commitment to provide £15,000 funding towards proposed plans for boundary footpaths including access from Great Meadow to the play area at the West Way Sports Hub.

Chorley Borough Council have committed some UK SPF funding to carry out a feasibility study and appoint consultants to design the path / track. The project brief is currently out to quote. The remit of the consultants is to engage with all key stakeholders and the Parish Council will be key to this. Once they have consultants appointed and the project underway Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) will be in touch to set up a meeting to engage the Parish Council in the detailed design.

Studfold - Dangerous Trees Taking Light and Overhangs

A resident from Studfold who lives on their own and are a 76 year old pensioner has contacted the Parish Council concerned that the trees belonging to Chorley Borough Council are dropping seeds and leaves into the guttering and all over the lawn they are finding it difficult to clear this as it's continuous. They have asked if the trees could be cut back as a matter of urgency.

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

Parish Councillors and residents on Buckshaw Hall Close have previously raised regarding the impact caused by the inconsiderate motorists attending events held at the former Chorley Rugby Union and Football Club, Brookfields on Sunday 5 May 2024.

At the last meeting of the Parish Council, it was agreed that Lancashire County Council be requested to provide the team stop with guidance on creating a traffic management plan and Chorley Borough Council be requested to provide advice and support to the team stop to avoid similar issues at future events. Letters have been sent as requested.

Inspector 3778 Jonathan Cisco from the Safer Neighbourhood & Local Policing Team has contacted the Parish Council to confirm that the parking issues have been passed to the local policing team to establish if a solution can be found. It is his understanding that the rugby club are trying to acquire land for the next event in May 2025.

Proposed planting at the Astley Village Garden of Reflection

The Parish Council have previously agreed a planting scheme at the Astley Village Garden of Reflection. At the last meeting of the Parish Council, it was noted that:

- Permission from Head of Neighbourhoods and Waste at Chorley Borough Council (Chris Walmsley) has now been received for the planting scheme to go ahead.
- Lindsey Blackstock was working with the Estates Team to obtain a licence agreement in place to say that the Parish Council would be responsible for the maintenance.
- **The Parish Clerk had approached Hartwood Maintenance to discuss undertaking the future maintenance of the planter at the Astley Village Garden of Reflection.**
- **A specification for the Parish Council to be able to obtain quotes from a Landscaping Contractor to prepare the areas for planting and plant the structure planting was expected shortly from Chorley Borough Council.**
- **Councillor John McAndrews had invited Buckshaw Primary School to be involved in the planting of the bulbs.**

Ms Lindsey Blackstock (Open Space Strategy Officer, Chorley Borough Council) will chase the estates team again for the License Agreement.

Co-option to the Parish Council Vacancy

There are three vacancies on the Parish Council. These have been advertised on the Parish Council Noticeboards and website. A leaflet has been produced to be delivered to residents in Astley Village with the Winter Newsletter to try and recruit of more Parish Councillors. There has been one expression of interest that will be considered at the meeting.

Installation of Christmas Tree Lights/ Christmas Event 2024.

At the Parish Council meeting on 3 July 2024, the Parish Council requested me to continue to discuss with Richard Ryan the arrangements for the future Installation of the Christmas Tree Lights on the living Christmas Tree. Following those discussions, approval has been given to him

- Undertaking a pre visit check at night to establish how many of the existing lights work and tidy any up the wiring at a cost of **£100 (inclusive of VAT)**
- If necessary, add fresh lights to cover any areas not illuminated but won't remove the old ones at a cost of **£350 (inclusive of VAT)** including any new light sets needed to match existing style and type.
- Arrange to PAT test and switch on the lights on Friday 6 December at the Parish Council Christmas Event at a cost of **£50 (inclusive of VAT)** and will safely isolate the power supply on 6 January 2025.

Going forward he has suggested that:

- The Parish Council have the Christmas Tree pruned/shaped as its now getting too big for its fencing.
- Request that the existing bollard is removed to enable a cherry picker to access the site so that the lights can be removed each January, and the tree dressed in December to avoid the lights remaining on the tree.

Replacement of the Existing Litter Bins Outside Buckshaw Primary School and at the Shops at Hallgate with Recycling Litter Bins

The Parish Council have previously requested Chorley Borough Council to replace the existing litter bins outside Buckshaw Primary School and at the shops at Hallgate with recycling litter bins to be funded by the Parish Council to be funded from the Village Improvements budget.

At the last meeting of the Parish Council, I was requested to contact Chris Walmsley, Head of Streetscene at Chorley Borough Council regarding replacing the existing litter bins outside Buckshaw Primary School and at the shops at Hallgate with recycling litter bins to be funded by the Parish Council to be funded from the Village Improvements budget.

Chris Walmsley, Head of Streetscene at Chorley Borough Council has stated that introducing recycling bins would require two separate crews to empty the bins outside the shops (one for the residual and one for the recycling) as these bins are currently emptied by the cleansing team in the bin wagon with the bins in the park emptied by the park team. He has also suggested that permission may be required from A.P.A Blackpool for the bin outside the shops as it is believed this area is owned by them.

Winter Newsletter 2024

All articles were sent to the Printers on Monday 21 October 2024 and the deadline for Councillors to comment on the proof is Wednesday 6 November 2024. The Newsletter will be delivered from Thursday 14 November 2024.

Lancashire Parish and Town Council Conference 2024

The Lancashire Parish and Town Council Conference was held on 2 November 2024 at The Exchange at County Hall, Preston.

Remembrance Sunday – 10 November 2024

The Mayor of Chorley, Councillor Tommy Gray, has invited members of your Parish Council to join him in the Civic Party for the Remembrance Sunday commemoration taking place on Sunday 10 November 2024. The schedule for the event is as follows:

From 10.00am Guests to assemble in the Lancastrian at Chorley Town Hall.

- 10.15am-10.20am Civic Parade forms up in the Lancastrian.
- 10.25am Civic Parade moves downstairs and outside to St Thomas's Square ready to join the parade behind the uniformed groups.
- 10.30am Parade sets off and makes its way directly to the Cenotaph in Astley Park via St Thomas's Road, Market Street and Park Road.
- 10.45am (est.) Remembrance Service commences.
- 11.00am Two minutes' silence.
- 11.15am (est.) When the service and wreath laying has concluded, the parade will return to the Town Hall.

As in previous years, the Chair of the Parish Council will lay a wreath on behalf of the Parish Council.

Parish Councillors will be attaching poppies to the lampposts along Chancery Road and Councillor John McAndrew will be organising for the Tommy to be in situ on the Garden of Reflection

Personnel Committee

The next meeting of the Personnel Committee be held on Wednesday 20 November 2024 at 7pm at the Community Centre.

Chorley Area Committee of the Lancashire Association of Local Councils

The Chorley Area Committee hasn't met since before the COVID pandemic. The Parish Council was invited to nominate two representatives to attend a Chorley Area Committee meeting on Monday, 4 November 2024 at 7pm in Committee Room 1 at Chorley Town Hall. The Parish Clerk attended on behalf of the Parish Council and will provide an update at the meeting.

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

- Post Office Counters Ltd – Postage £2.10.
- Pandora Signs - Repairs to speed signs £948.00
- livedrive Internet Limited - livedrive Subscription (Cloud) £30.00
- Post Office Counters Ltd – Stamps £17.60
- Cartridge People - Printer Cartridges £49.90
- Royal British Legion- Poppy Wreath £25.00
- Amazon, Black Plastic Cable Ties £9.98

Action required by the Parish Council

To note the report and consider the recommendations in the report.



Astley Village Parish Council

Title	Planning Issues Relevant to the Village					
Report of	Parish Clerk					
Date	6 November 2024					
Type of Paper	Decision		Discussion	X	Information	X
<p>Purpose of Report</p> <p>To consider any planning issues relevant to the village.</p>						
<p>Key Issues</p> <p>The Parish Council have been consulted on the following planning applications received by Chorley Borough Council since the last Parish Council Meeting on 4 September 2024:</p> <p>Part two storey, part single storey rear extension, first floor side extension, and front porch (following demolition of existing conservatory) (Reference: 24/00486/FULHH) at 24 The Farthings, Astley Village, Chorley PR7 1TP</p> <p>The deadline for any comments was 1 November 2024.</p> <p>Extension to rear of existing attached garage and associated external alterations including Juliet balcony to front and cladding to existing first floor elevations (Reference: 24/00860/FULHH) at 23 Long Copse, Astley Village, Chorley PR7 1TH.</p> <p>The deadline for any comments is 6 November 2024.</p> <p>Raising of the roof ridge, 2 side facing dormer windows and part single/part 2 storey rear extension (Reference: 24/00883/FULHH) at 65 The Farthings, Astley Village, Chorley PR7 1SH</p> <p>The deadline for any comments is 12 November 2024.</p> <p>The applications can be viewed at planning.chorley.gov.uk.</p>						

Action required by the Parish Council

To note the report.

AGENDA ITEM 10(i)

FINANCIAL POSITION - SUMMARY 6 NOVEMBER 2024			
			£
Receipts and Expenditure Account			
Receipts			
Precepts			20,389.00
Grant			3,877.00
Refunds			-
Other			-
Bank Interest (Barclays)			463.16
Dividend (Unify Credit Union)			-
Advertisements			-
VAT on Receipts/Recovered			440.81
Total Receipts			25,169.97
Expenditure Total			10,676.70
Income & Expenditure Reconciliation			
Balance Brought Forward at 1 April 2024			58,993.73
Add: total receipts to date		+	25,169.97
Less: total expenditure to date		-	10,676.70
			73,487.00
Bank Reconciliation			
Community Account	21/10/24	+	5,000.00
Business Premium Account	21/10/24	+	64,210.93
Unify Credit Union deposit	01/04/24		5,546.80
Less unrepresented cheques/ET/SO		-	1,270.73
Plus uncleared credits		+	73,487.00
			73,487.00
	Unrepresented cheques/SO/Payments		
	Zoom (October) 15.59		
	Nov/ December 1255.14		
	1270.73		
	Uncleared Incomes		
			0.00

AGENDA ITEM 10(ii)

PAYMENTS TO BE APPROVED

November/ December 2024

Date	Creditor	Description	Cheque No	Total	Vat	Net
08/11/24	Employee 4	Reimbursements (September 2024)	EB	44.20		44.20
08/11/24	Employee 4	Reimbursements (October 2024)	EB	64.48		64.48
01/11/24	Easy Web Sites	Monthly rental	DD	68.64	11.44	57.20
23/11/24	Zoom	Zoom Subscription (November 2024)	EB	15.59	2.60	12.99
15/11/24	Employee 4	Salary (November 2024)	EB	391.20		391.20
15/11/24	HMRC	Tax (November 2024)	EB	97.80		97.80
01/12/24	Easy Web Sites	Monthly rental	DD	68.64	11.44	57.20
23/12/24	Zoom	Zoom Subscription (December 2024)	EB	15.59	2.60	12.99
13/12/24	Employee 4	Salary (December 2024)	EB	391.20		391.20
13/12/24	HMRC	Tax (December 2024)	EB	97.80		97.80
				1,255.14	28.08	1,227.06

BUDGET REPORT – 6 NOVEMBER 2024
Financial Year 2024/25 (1 April 2024 to 31 March 2025)

Budget Heading		Budget Sub-Heading	Total Budget (£)	Spend to date (ex vat) (£)	Income (£)	Budget Remaining (£)
01 - ADMINISTRATION	01-1	Room Hire/ Zoom Subscription	300.00	116.91		183.09
	01-2	Office/Sundry (including new LapTop	1,500.00	227.04		1,272.96
	01-3	Insurance	500.00	497.21		2.79
	01-4	Auditors/Accounts	400.00	210.00		190.00
	01-5	Election/By-Election/Polls	7,000.00	-		7,000.00
	01-6	Employee Costs (Salary, Training etc)	5,750.00	5,386.27		363.73
	01-7	Employee Contingency	1,000.00	-		1,000.00
	01-8	IT/Website	1,000.00	521.40		478.60
02 - COUNCIL	02-1	Newsletter/Publications	1,900.00	680.00		1,220.00
	02-2	Village Caretaker	-	-		-
	02-3	Councillor Training	500.00	-		500.00
	02-4	Grant Awards/Local Projects and Groups	2,500.00	300.00		2,200.00
03 - VILLAGE DEVELOPMENT PLAN	03-1	Lighting of Christmas Tree/Christmas Event	800.00	-		800.00
	03-2	Village Improvements (including additional Seating)	5,000.00	85.00		4,915.00
	03-3	Improve Village Centre & Enhance Village Green	500.00	-		500.00
	03-4	Planter Scheme (including maintenance)	790.00	310.47		479.53
	03-5	Tree Planting and Maintenance	500.00	-		500.00
	03-6	Wildflower Meadows/Corridors	500.00	-		500.00
	03-7	West Way Nature Reserve maintenance/future improvements	500.00	-		500.00
	03-8	Astley Village Community Garden of Reflection	2,000.00	-		2,000.00
	03-9	Increase public safety and security at the Chancery Road underpass, bridge railings and its access and egress in conjunction with Chorley Borough Council, Lancashire County Council and the Lancashire Police Crime Commissioner.	10,000.00	-		10,000.00
	03-10	Refurbishment of existing Gateway Signs	500.00	-		500.00
	03-11	Road Safety (Maintenance of SPIDs)	500.00	936.00		436.00
	03-12	Grant - Astley Hall (Restoration of Picture)	-	-		-
	03-13	Paths to provide access from Great Meadow to the play area at West Way Sports Hub	15,000.00	-		15,000.00
	03-14	Improving Community Engagement and Raising the Profile of the Parish Council (including updating the Village map board)	5,000.00	925.00		4,075.00
04 - GENERAL RESERVE	04	General Reserve	19,760.54	-		19,760.54
Balance Carried Forward from 2023/24	58,993.73					
TOTALS			83,700.54	10,195.30		73,505.24
VAT to be Recovered		£481.40				
Total Spend to Date				10,676.70		

Chorley Liaison

Wednesday, 16th October 2024, 6.30 pm

Council Chamber, Town Hall, Chorley and Youtube

Agenda

Apologies

1 **Welcome by the Chair**

2 **Minutes**

3 **CC Jayne Rear, Cabinet Member for Education and Skills, has been invited to give an update on high school places within the Borough**

A number of questions have been submitted to CC Rear in advance.

4 **Item requested by Wheelton Parish Council: Sports and leisure provision**

Jennifer Mullin, Director of Communities and Leisure will give a presentation.

5 **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.

6 **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.

7 **Any urgent business previously agreed with the Chair**

Chris Sinnott
Chief Executive

Meeting contact Ruth Rimmington, Democratic Services Team Leader on 01257 515118 or email ruth.rimmington@chorley.gov.uk

- Minutes of** **Chorley Liaison**
- Meeting date** **Wednesday, 17 July 2024**
- Members present:** Councillor Kim Snape (Chorley Rural East Division, Lancashire County Council) (Chair), Councillor Tommy Gray (Chorley Council) (Vice-Chair), Lancashire County Councillors: Alan Cullens and Aidy Riggott (both virtually), Chorley Borough Councillors (Chairs of Neighbourhood Area Meetings): Aaron Beaver
Town and Parish Councillors: Ian Horsfield, Gillian Sharples, Barbara Farbon, Alan Cornwell, Katrina Reed, Alison Martin, Julie Caton, Terry Dickenson, Colin Evans, Alan Platt and Craig Ainsworth (virtually)
- Officers:** Alan Coar (Head of Operational Assets), Martin Sample and Sarah Simons (Home Energy Support Advisor), Ruth Rimmington (Democratic and Member Services Team Leader)
- Apologies:** Chorley Borough Councillors: Michelle Beach, Alistair Bradley and Danny Gee
Town and Parish Councillors: Graham Ashworth, Alison Walker, Stuart Anthony Clewlow and Ken McCrea
- Other:**
- 1 Welcome by the Chair**
The Chair welcomed everyone to the meeting.
 - 2 Minutes of Previous Meeting**
The minutes were approved as a correct record.
 - 3 Chorley Bus Station**
The Chair, Councillor Kim Snape, welcome Alan Coar, Head of Operational Assets, to the meeting.

Alan gave a short presentation which set out the improvements made to Chorley Bus Station, since the Council purchased it in November 2023. [The full presentation can be found here.](#)

In response to queries Alan confirmed the following
 - Additional CCTV at the entrance to the bus station was being considered

- It was hoped that a police presence would be in place in the future and the Police were contactable via the town centre radio system
- There was provision for stoma bag and incontinence bag users in the bus station toilets (was this just at the toilets in the market Alan?)
- The toilets were open (you said you would confirm Alan)
- The provision of tourist information leaflets would be considered
- LCC facilitated conversations with the bus companies who used the bus station
- A litter bin had been removed for painting, but would be reinstalled shortly
- The CCTV cameras by the bike storage were in operation
- It was possible for the Dial a Ride bus to use a space at the bus station - County Councillor Julia Berry would share some information with Alan regarding this
- It was possible that the officer on duty at the market could be trained to assist with tourist information and leaflets, in addition to their current duties
- A consultation would be undertaken to show the benefits of the improvements made, as part of the UKSPF funding. The results of this would be shared with the group.

Members of the Group congratulated Alan and the team for the positive improvements made and for the useful presentation.

4 Home Energy Support Scheme

The Chair, Councillor Kim Snape, welcomed Martin Sample, Housing Team Leader (Private Sector) and Sarah Simons, (Home Energy Support Advisor) to the meeting.

Martin and Sarah gave a short presentation on the Home Energy Support scheme which aims to identify areas where occupiers may be able to reduce their energy bills and increase the efficiency and comfort of their home. [The full presentation can be found here.](#)

In response to queries officers confirmed the following

- Town and Parish Councils would share information about the scheme to assist the council reaching as many residents who could benefit as possible
- The information used to target properties was publicly available and had no names associated with it
- The impact of drying washing, damp and mould were acknowledged
- Registered Social Landlords had a responsibility to maintain their properties at a certain energy efficiency

It was clarified that an energy rating to A was the most energy efficient and G was least efficient.

Members of the Group thanked Martin and Sarah for the useful presentation and positive work in reducing energy usage.

5 Item requested by Bretherton Parish Council - discussion item

Parish Councillor Barbara Farbon introduced the item and noted that the Parish Council had been in touch with Lancashire County Council and Lancashire Constabulary regarding the issues.

Speed of vehicles going through the Village - this is a problem in Bretherton and the Parish Council wonders if other villages have a similar problem and would be interested to learn what action they have taken?

It was suggested that Parish get in touch with County Councillor Alan Whittaker to enlist his support and to report all instances. Alan Platt (Parish Council Clerk) advised that cameras had been installed along the A581 using a pot of funding from ?

A discussion regarding SPiDs noted that metal SPiDs were more difficult to vandalise and that solar panel versions were available. The SPiDs which lit up on approach and said 'Slow down' seemed to be the most effective.

Crime rate in Bretherton - recently there have been a series of thefts, particularly vehicles and bikes and the Parish Council wonders if other villages have had a similar problem and if so, what action have they taken?

It was suggested that Parish report all instances to build up the pattern of crimes.

The Chair highlighted that Lancashire Constabulary had been invited to attend a future meeting to discuss antisocial behaviour. It was suggested they be invited to update on speeding and crime rates in addition.

6 Questions from Members of the Liaison and the public

County Councillor Julia Berry raised a query regarding accidents caused by farm vehicles on the highway. This would be included in the update requested from Lancashire Constabulary.

7 Items for Future Meetings

Lancashire Constabulary and the County Councillor Cabinet Member for Education and Skills had been invited to future meetings.

Additional items for the work program included community sports provision.

The council were hosting a training session for all Town and Parish Councils on the Code of Conduct on Monday, 29 July at 6pm in the Lancastrian.

Chair

Date

Chorley Liaison agenda management timetable

Date of meeting	Deadline for items to be requested by Members	Agenda Publication Deadline
Wednesday, 22 January 2025	Friday, 10 January	Tuesday, 14 January
Wednesday, 19 March 2025	Friday, 7 March	Tuesday, 11 March

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

Future agenda items

Police update – January

Anti-social behaviour - January

Revival/survival strategy for Chorley town centre post Covid

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.



Astley Village Parish Council

Title	Schedule of Meetings for 2025/26					
Report of	Parish Clerk & Responsible Financial Officer					
Date	6 November 2024					
Type of Paper	Decision	X	Discussion		Information	
Purpose of Report						
To agree the Schedule of Meetings for 2025/26.						
Key Issues						
<u>Proposed Schedule of Meetings 2025/26</u>						
Meetings of the Parish Council will take place on the following dates at 6.30 pm:						
<ul style="list-style-type: none"> • Wednesday 5 March 2025 at the rise of the Parish Meeting. • Wednesday 7 May 2025 (Annual Meeting) • Wednesday 2 July 2025 • Wednesday 3 September 2025 • Wednesday 5 November 2025 • Wednesday 7 January 2026 • Wednesday 4 March 2025 at the rise of the Parish Meeting 						
Action required by the Parish Council						
To agree the proposed Schedule of Meetings for 2025/26.						