



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 March 2024** at the rise of the Parish Meeting 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 3 January 2024. (Enclosed).

6. 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).

7. Statutory Business

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

8. 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).

9. Spring Newsletter 2024

The Parish Clerk to report at the meeting.

10. Policy and Document List Review

To review the current Policy and Document List (Enclosed).

11. Review Annual Council Work Programme - Scheduled Items

To review the Annual Council Work Programme of Scheduled Items (Enclosed).

12. Annual Report of the Parish Council 2023/24

To note the Annual Report of the Parish Council 2023/24 presented to the Parish Meeting on 6 March 2024 (Enclosed).

13. Environment Reports

To receive a verbal update at the meeting.

14. Reports from Parish Council representatives on Other Bodies

- Chorley Liaison. To provide a report from the meeting held 24 January 2024 at 6.30pm - Councillor Gillian Sharples (relevant papers enclosed).
- Neighbourhood Area Meeting (NW Parishes and Chorley North). To provide a report from the meeting held on 7 February 2024 at 6.30pm – Councillor Gillian Sharples (relevant papers enclosed).

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. Dates of Future Meetings

To note that the next meeting of the Parish Council will take place on Wednesday 1 May 2024 at the rise of the Parish Meeting.

Schedule of Meetings 2024/25

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

- Wednesday 1 May 2024 (Annual Meeting)
- Wednesday 3 July 2024
- Wednesday 4 September 2024
- Wednesday 6 November 2024
- 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

A handwritten signature in black ink, appearing to read 'Craig Ainsworth', written in a cursive style.

28 February 2024



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	6 March 2024					
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>As ward councillors we continue to respond to resident's issues and attend our respective committees. We undertook a street surgery around The Farthings and reported a number of issues.</p> <p>We held a walkabout with Places for People on the 1/2 around Great Meadow and Broadfields to report new issues and see progress on already reported problems.</p> <p>We managed to get a skip day agreed as a neighbourhood priority. Once the details are confirmed we will let the Parish Council know.</p> <p>Chorley Borough Council have agreed that subject to funding, improvements will be made to the community centre including redecorating and replacing doors and windows.</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	6 March 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>Since the date of my last report, I have been supporting residents with concerns over the street sweeping activity and leaf fall blocking roadside and pavement drainage around Deerfold, Hallgate, Wymundsley and The Farthings. These matters were resolved satisfactorily following my intervention.</p> <p>I also supported residents affected by proposed bus stop closures on Southport Road where the contractor carrying out s278 works didn't inform LCC that they needed to delay their on-site start date resulting in bus stops being closed unnecessarily.</p> <p>I have also attended the Neighbourhood Area Meeting for the NW Parishes and Chorley North area (which includes Astley Village) where updates on previous projects were agreed and new projects were discussed and selected for approval for the forthcoming year.</p> <p>At the last Parish Council Meeting I was requested to advise on the criteria for the introduction of traffic calming measures to be introduced on Chancery Road and a "mirror" at the junction of Wymundsley / Chancery Road. The response from Lancashire County Council is below:</p> <p><i>"Thank you for your email of 9 January 2024 on behalf of Astley Village Parish Council who enquired about the possibility of traffic calming for Chancery Road and installation of a traffic mirror at the junction of Wymundsley & Chancery Road.</i></p> <p><i>As part of the Lancashire Road Safety Partnership, we take requests for safety engineering measures very seriously however it is unfortunate that every year the number of requests,</i></p>						

we receive exceeds what we can implement. The council consider requests in line with the Lancashire Road Safety Strategy published by the partnership, and which can be found on their website at [Strategy – Lancashire Road Safety Partnership \(lancsroadsafety.co.uk\)](http://lancsroadsafety.co.uk). This allows us to prioritise the measures that we take forward.

I am sorry but, without diminishing the parish council's concerns about this location, we have other locations that have been prioritised for safety measures and cannot support the introduction of traffic calming on Chancery Road at this time.

Traffic mirrors were classified as a road traffic sign but were not currently prescribed in the Traffic Signs Regulations and General Directions (TSRGD). Their use on the highway currently required special authorisation by the Department for Transport (DfT). The DfT had however in 2014 following a review of their signing policy "Signing the Way" advised that they would allow the use of mirrors in prescribed conditions without the need for special authorisation.

Whilst the widespread use of mirrors should not be encouraged there were sites when their use might be a benefit to road safety. It was therefore proposed that the County Council adopted a new proactive policy that allowed their limited use. Each site would need to meet with the DfT criteria and would require an independent safety assessment to ensure that existing hazards were not increased by inducing drivers to rely on a mirror and take less care than they normally would. The assessment process would include a review of the safety record and consultation with the police.

The County would only consider traffic mirrors on the public highway where: -

- There was an injury incident history relating to a lack of visibility.
- Visibility for vehicles emerging from the side road was severely restricted.
- A visibility improvement scheme was not feasible.
- Visibility could not be improved by removing hedges, walls, trees, or other obstacles.
- The speed limit on the major road was above 30mph, the introduction thereby being aimed at higher speed roads.
- There were no other reasonable standard highway improvements possible.
- We would only consider a mirror for a road junction, not private entrances.

Mirrors might be sited off the highway on private land and that was a matter for the landowner and the person who placed the mirror. Planning permission might be required and any applicant should be directed to the local Planning Authority. Should the County Council ascertain that road safety was being compromised as a result of a private mirror being placed near to the public highway the County Council would use its powers to remove the mirror.

I hope this helps explain our current position."

Action required by the Parish Council

To note the report.



Astley Village Parish Council

3 January 2024 at 6.30pm

Present

Councillor Gillian Sharples (Chair) in the Chair; Councillor John McAndrew (Vice-Chair); Councillors Keith Ashton, Edward Murdoch, Chris Sheldon and Ian Thomas.

314.01 Apologies for Absence

Apologies were received from Councillor Matt Lynch.

314.02 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 and as a member of the Friends of Astley Park.

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

314.03 Public Engagement

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

No issues were raised.

314.04 Astley and Buckshaw Junior Football Club

Mr Darren Marsden, Chairman of Astley and Buckshaw Junior Football Club attended the meeting to discuss the Clubs future activities.

The club had grown in recent years significantly and now had 29 teams from Under 7s to Under 18s and development sessions for 5- and 6-year-olds. In the past 18 months there had been an increase the number of girls teams 5-fold, and a similar increase in the number of female qualified coaches. The popular Wildcats sessions on Mondays provided a pathway for girls of primary school age into the sport and had been a significant factor in their success to grow the female game.

The recent partnership with Chorley Women FC and Astley FC provided pathways into the adult game for their players and allow the club to work together and share best practice ideas. In 2024, the Club would be celebrating its 20th anniversary since being formed and it was hoped to hold a number of events to mark the club's anniversary.

The club supported over 400 local children in playing football each week with the help of over 60 volunteer coaches who provided over 150 hours of their time each and every week. It was their aim to start four new teams each year which cost around £750.

It was reported that Astley & Buckshaw United FC based at the Brookfields site were not associated with Astley and Buckshaw Junior Football Club and the club had no links to the Brookfields site. The Club now played at a number of bases around Chorley including sites at St Michaels High School, in Buckshaw Village and the main base for activities was at the West way Sports Hub. The club had a five-year initial agreement with Chorley leisure who managed the West Way Sports Hub which would be reviewed in September 2025 and the club was concerned at a potential significant increase in the current charges.

Unfortunately, the club had suffered vandalism at the West Way Sports Hub including by horse riders and motorbike riders who had damaged the playing surfaces. The open access points for the West Way site made it easy for motorbikes and horses to gain access and the club would welcome the introduction of picket fences around the pitches.

The Club had the ability to support aspiring coaches with free training and experience through both The FA and the Coerver program. There was a need to recruit more coaches to enable the club to deliver more sessions through local schools to develop their football programs. The club was keen to recruit local people who may be interested gaining football coaching qualifications.

Through the Coerver Partnership, Real Madrid FC would be providing the opportunity for young players to train at the West Way Sports Hub with Real Madrid coaches from the Spanish club. 58 places would be available.

The club was keen to work with local volunteers who may be able to help with pitch setups on match day and post pitch maintenance on Sunday afternoons during the playing season.

RESOLVED – (1) That Mr Marden be thanked for attending the meeting and his informative report.

(2) That Astley and Buckshaw Junior Football Club be invited to write an article for inclusion in the Parish Spring Newsletter which could generate some interest in attracting local volunteers who may be able to help with pitch setups on match day and post pitch maintenance and local people who may be interested gaining football coaching qualifications.

314.05 Borough/County Councillor Reports

Reports from Chorley North and Astley Ward Borough Councillors (copies of which had been circulated) was considered. The Parish Clerk reported that County Councillor Aidy Riggott had offered his apologies for the meeting.

Councillor Adrian Lowe reported that the next estate walkabout with Places for People would take place at 10.30am on 16 January 2024 when the ongoing maintenance issues which had not been resolved since the last walkabout would be raised again.

RESOLVED – That the reports be noted.

314.06 Minutes

RESOLVED - That the minutes of the Parish Council Meeting held on Wednesday 1 November 2023 (copies of which had been circulated) be approved as a correct record and signed by the Chair.

314.07 Parish Clerk Report

The Parish Clerk & Responsible Financial Officer submitted a report (copies of which had been circulated) providing an update on ongoing projects, work outstanding and activities since the last meeting of the Parish Council. In particular the following issues were discussed:

Christmas Tree Lights

It was reported that Blackpool Lights do currently dressed Chorley Council's main Christmas Tree in the Town Centre but also used Richard Ryan and City illuminations for other elements of their display. City illuminations had been invited to provide details of the cost of the testing the Christmas lights and dressing the Parish Council Christmas tree annually and a response was expected shortly.

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:

- Tesco Christmas - Selection Boxes and tubs of sweets £101.50.
- Chorley Borough Council - Room Hire (Community Centre) £5.00.
- Cartridge People - Printer Cartridges £148.23.
- Tesco Christmas - Refreshments £76.10.
- Morisons - Christmas Refreshments £9.20
- Printwise - Christmas Printing £100.00.
- Printwise - Winter Newsletter 2023 £640
- Buckshaw (ROF) Scouts - Delivery of Winter Newsletter £81.25
- Chorley Borough Council - Room Hire (Community Centre) £36.80
- Hartwood Maintenance - Maintenance of Planters £190.20
- Tesco Christmas - Selection Boxes £250.00.
- Poppy signs Christmas Banner £223.01.

- (3) That The Parish Clerk, in consultation with the Chair be authorised to agree the cost and arrangements for the testing the Christmas lights and dressing the Parish Council Christmas tree annually subject to the cost not exceeding £300.

314.08 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 invite expressions of interest in relation to the current vacancy 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 not been consulted on any planning application received by Chorley Borough Council since the last Parish Council Meeting on 1 November 2023.

RESOLVED – That the report be noted.

314.09 Financial Matters

(i) Financial Position

The Responsible Financial Officer submitted a report (copies of which had been circulated) showing the financial position as at 15 December 2023.

RESOLVED – That the financial position be noted.

(ii) Payments to be Approved

The Responsible Financial Officer submitted a report (copies of which had been circulated) recommending a list of invoices to be paid between 1 January 2024 and 29 February 2024 as follows:

PAYMENTS TO BE APPROVED

Date	Creditor	Description	Total	Vat	Net
05/01/24	Employee 4	Reimbursements (November 2023)	100.10		100.10
05/01/24	Employee 4	Reimbursements (December 2023)	63.96		63.96
01/01/24	Easy Web Sites	Monthly rental	72.60	12.10	60.50
23/01/24	Zoom	Zoom Subscription (January 2024)	15.59	2.60	12.99
15/01/24	Employee 4	Salary (January 2024)	360.60		360.60

15/01/24	HMRC	Tax (January 2024)	90.00		90.00
01/02/24	Easy Web Sites	Monthly rental	72.60	12.10	60.50
23/02/24	Zoom	Zoom Subscription (February 2024)	15.59	2.60	12.99
13/02/24	Employee 4	Salary (February 2024)	360.60		360.60
13/02/24	HMRC	Tax (February 2024)	90.00		90.00
			1,241.64	29.40	1,212.24

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 the Parish Council should 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 (03-14).

(iv) To consider a report of the Responsible Financial Officer proposing the 2023/24 budget headings and Precept.

The Parish Clerk submitted a report (copies of which had been circulated) to assist the Parish Council in finalising the Budget for 2024/25.

It was reported that the 2024/25 Tax Base approved by Chorley Borough Council for Astley Village was 926.59 (1,421 properties).

The Village Development Plan Working Group had met on Thursday 7 December 2023 and made recommendations in relation to the Village Development Plan and make recommendations in respect of the Budget for 2024/25. The Personnel Committee met on Wednesday 8 November 2023 and made recommendations in respect of the Budget for 2024/25. These recommendations were detailed in the report.

RESOLVED (Unanimously) – (1) That the Astley Village Parish Precept for 2024/25 be set at £24,266 (Parish Yield: £20,388 and Parish Top-up Grant: £3,877) with the Band D amount being £22 (the same as 2023/24).

(2) That the updated Village Development Plan be approved.

(3) That the following 2024/25 budget be approved:

Budget Heading		Budget Sub-Heading	Total Budget (£)
01 - ADMINISTRATION	01-1	Room Hire/ Zoom Subscription*	300.00
	01-2	Office/Sundry (including new Laptop)	1,500.00
	01-3	Insurance*	500.00
	01-4	Auditors/Accounts*	400.00
	01-5	Election/By-Election/Polls	7,000.00
	01-6	Employee Costs (Salary, Training etc.)	5,750.00
	01-7	Employee Contingency	1,000.00
	01-8	IT/Website	1,000.00
02 - COUNCIL	02-1	Newsletter/Publications*	1,900.00
	02-2	Village Caretaker	-
	02-3	Councillor Training	500.00
	02-4	Grant Awards/Local Projects and Groups	2,500.00
03 - VILLAGE DEVELOPMENT PLAN	03-1	Lighting of Christmas Tree/Christmas Event	800.00
	03-2	Village Improvements (including additional Seating)	5,000.00
	03-3	Improve Village Centre & Enhance Village Green	500.00
	03-4	Planter Scheme (including maintenance)	790.00
	03-5	Tree Planting and Maintenance	500.00
	03-6	Wildflower Meadows/Corridors	500.00
	03-7	West Way Nature Reserve maintenance/future improvements	500.00
	03-8	Astley Village Community Garden of Reflection	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
	03-10	Refurbishment of existing Gateway Signs	500.00
	03-11	Road Safety (Maintenance of SPIDs)	500.00
	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
	03-14	Improving Community Engagement and Raising the Profile of the Parish Council (including updating the Village map board)	5,000.00
04 - GENERAL RESERVE	04	General Reserve	20,000.00
Balance Carried Forward from 2023/24	59,092.69		
TOTALS			83,940.00

(4) That County Councillor Aidy Riggott be requested to advise on the criteria for the introduction of traffic calming measures to be introduced on Chancery Road and a “mirror” at the junction of Wymundsley/ Chancery Road.

(v) To review the Review Asset Register

The Parish Clerk submitted the updated Asset Register (copies of which had been circulated).

RESOLVED – That the Asset Register be approved.

(vi) To appoint Internal Auditor for the 2023/24 Accounts.

RESOLVED – That Ms Susan Edwards be appointed as Internal Auditor in respect of the 2023/24 Accounts at a cost not exceeding £100.

(vii) To consider Neighbourhood Priorities 2024/25

The Parish Council were invited to consider whether to submit a proposal for consideration as a Neighbourhood Priority Project for 2024/25.

The Village Development Working Group had considered proposals which could be submitted in respect of Neighbourhood Priorities 2024/25 and recommend that the Parish Council that the £10,000 previously identified to increase community use of the Astley Village Community Centre be reallocated to this project proposal to increase public safety and security by enhancing the Astley Village, Chancery Road underpass, bridge railings and its access and egress.

It was suggested that in addition to funding as a Neighbourhood Priorities Project, potential funding could be available from Lancashire County Council and the Lancashire Police Crime Commissioner.

RESOLVED – (1) That a Neighbourhood Priorities Project, proposal to provide path access from Great Meadow to the play area at West Way Sports Hub be submitted in respect of Neighbourhood Priorities 2024/25.

(2) That a proposal to increase public safety and security by enhancing the Astley Village, Chancery Road underpass, bridge railings and its access and egress be progressed by the Village Development Working Group.

(viii) To consider an application to the Parish Council Grant Scheme from Chorley and South Ribble Shopmobility.

The Parish Council considered an application to the Parish Council Grant Scheme received from Chorley and South Ribble Shopmobility (copies of which had been circulated). The grant was requested to help with the replacement of electric scooters and manual wheelchairs now nearing the end of their economic life to enable residents to access all town centre facilities. The cost of the replacement of wheelchairs was £250 and electric scooters was £2,000.

The Parish Council also considered to sponsoring one place for the training day with Real Madrid CF referred to earlier in the meeting (see minute 314.04 “Astley and Buckshaw Junior Football Club”)

RESOLVED – (1) That a grant of £500 be made to Chorley and South Ribble Shopmobility to purchase two manual wheelchairs and the Parish Clerk be requested to explore whether the wheelchairs could include an acknowledgement that they had been funded by the Parish Council.

(2) That a grant of £99 be made to Astley and Buckshaw Junior Football Club to sponsor one place for the training day with Real Madrid CF and the Parish Council consider the criteria for deciding how the place will be allocated to a young person living within the Astley Village Parish boundary at the next meeting.

314.10 Spring Newsletter 2024

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

- Annual Report (Councillor Gillian Sharples).
- Christmas Event 2023 (Councillor Ian Thomas).
- Chorley Flower Show 2024 (Councillor Emma Barraclough).
- Monthly Litter Picks (Councillor Keith Ashton).
- Astley and Buckshaw Junior Football Club (Darren Marden).
- The History of Buckshaw Primary School (Councillor John McAndrew).
- Update on the Village Development Plan (Councillor Chris Sheldon).
- Walks around the Village (Councillor Keith Ashton).
- Update on the Astley Village Garden of Reflection (Councillor Ian Thomas).

RESOLVED (1) That the following timetable for the production of the Spring edition of the Parish Council Newsletter be agreed:

- Parish Councillors email the Parish Clerk with suggested articles for inclusion in the Spring Newsletter by Wednesday 6 March 2024 and those articles be submitted to by Sunday 7 April 2024.
- All articles be sent to the Printers by Monday 15 April 2024
- Deadline for Councillors to comment on the proof – Wednesday 8 May 2024.
- Newsletter delivered from Thursday 23 May 2024.

(2) That Parish Councillors be requested to suggest potential articles to the Parish Clerk in advance of the next Parish Council Meeting on 6 March 2024.

314.11 Christmas Event 2023

The Parish Christmas reviewed the Carol Singing Event which had been held on Friday 8 December 2023 and attended by approximately 40 people. Refreshments had been served following the event in the Community Centre.

RESOLVED – (1) That the 2024 Christmas event be held on Friday 6 December 2024 at 6.30 pm following the same format as the 2023 event.

(2) That the Parish Clerk be requested to book the Community Centre from 4:30 pm to 8:30 pm.

314.12 Reports from Parish Council representatives on Other Bodies

Chorley Liaison

The Chair reported that the next Meeting would be held on 24 January 2024 at 6.30pm

Neighbourhood Area Meeting (NW Parishes and Chorley North)

The Chair reported that the next Meeting will be held on 15 February 2024 at 6.30pm.

RESOLVED – That the report be noted.

314.14 Minutes of the Personnel Committee

RESOLVED - The minutes of the Personnel Committee held on Wednesday 8 November 2023 (copies of which had been circulated) be noted.

314.15 Correspondence

Correspondence received had been reported as part of the 'Parish Clerk Report' (Minute 314.07).

314.16 Date of Next Meeting

To note that the next meeting of the Parish Council will take place on Wednesday 6 March 2024 at the rise of the Parish Meeting.

The meeting concluded at 8.25 pm.

Chair



Astley Village Parish Council

Title	Parish Clerk Report				
Report of	Parish Clerk & Responsible Financial Officer				
Date	6 March 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					
Community Centre Charges April - Astley Village					
Chorley Borough Council have agreed to increase the fees in relation to the community centre hire charges from April 2024 as follows:					
Charges are per hour and include VAT		Small Room	Large Room		
Room Hire		£10	£20		
Entire Centre		£30phr			
Astley and Buckshaw Junior Football Club (ABJFC)					
Darren Marsden (Chairman) has confirmed that he will submit an article on behalf of Astley and Buckshaw Junior Football Club for inclusion in the Parish Spring Newsletter which could generate some interest in attracting local volunteers who may be able to help with pitch setups on match day and post pitch maintenance and local people who may be interested gaining football coaching qualifications.					
At the Parish Council Meeting on 3 January 2024, it was agreed that the Parish Council should 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 (03-14). The Club have confirmed they will contact the Parish Council to discuss the details ahead of the 2024/25 season.					

2023/24 Budget/ Precept/ Appointment of Internal Auditor for the 2023/24 Accounts

Chorley Borough Council have confirmed that the total amount Parish Council will receive from Chorley Borough Council based on the Band D amount being £22 will be £24,266. The updated Village Development Plan has been uploaded to the Parish Council website.

Ms Susan Edwards has confirmed her appointment as Internal Auditor in respect of the 2023/24 Accounts.

Unify Credit Union Ltd

The Parish Clerk, on behalf of the Parish Council attended the Annual General Meeting via Zoom on Thursday 15 February 2024. A report was provided on the activities of the Credit Union over the last 12 months and their plans for the future. Proposals were considered regarding the annual dividend to savers, a loan interest rebate for borrowers, and election of the Board of Directors. It was agreed approves the pay a dividend of 2% to savers and pay a 12% loan interest rebate to borrowers.

Parish Council Grant Scheme

At the Parish Council Meeting on 3 January 2024, it was agreed to make a grant of:

- £500 be made to Chorley and South Ribble Shopmobility to purchase two manual wheelchairs and the Parish Clerk be requested to explore whether the wheelchairs could include an acknowledgement that they had been funded by the Parish Council.

Roger Handscombe from Chorley Shopmobility has confirmed that they planned to attach a notice to each item of equipment identifying the sponsors name and supplement this with something on the website and a board in the unit listing all contributors.

- £99 be made to Astley and Buckshaw Junior Football Club to sponsor one place for the training day with Real Madrid CF.

The tickets went on sale for the Real Madrid event on 30 January 2024 and Darren Marsden purchased a ticket on behalf of the Parish Council for £99. The event is to run on the 26 July 2024 and further details are available via the following link:

[Real Madrid Foundation Clinics | Friday 26th July 2024 | Priority Booking Window | Astley & Buckshaw JFC | Campaign Monitor](#)

The Parish Council need to consider the criteria for deciding how the place will be allocated to a young person living within the Astley Village Parish boundary.

Installation of Christmas Tree Lights

City Illuminations Ltd (the contractor used by Chorley Borough Council) don't believe they could access the area around the Christmas Tree with a vehicle so would have to dress from large step ladders. The costs to collect, PAT test and dress the Christmas Tree, switch on/off and remove the lights would be £500.00 plus VAT. I have gone back to remind them that on 20 September 2020 they quoted a cost £300.00 per annum. The contractor used by South Ribble Borough Council (Richard Ryan) has also been asked to provide a quote.

West Way Sports Hub Play Area

The Parish Council's contribution of £30,000 towards the new play area at the West Way Sports Hub has now been paid to Chorley Borough Council.

Neighbourhood Priorities 2024/25 - West Way Play Area Footpath Access

At the last Parish Council Meeting it was agreed that a Neighbourhood Priorities Project, proposal to provide path access from Great Meadow to the play area at West Way Sports Hub be submitted in respect of Neighbourhood Priorities 2024/25.

Bernie Heggarty (Neighbourhood Priorities Officer) and Simon Forster (Open Space Strategy Officer) from Chorley Borough Council believe it would be premature to make a joint Neighbourhood Priorities Project proposal in the hope of securing a further £2,000 for this project.

In view of the comments from Mr Heggarty and Mr Forester, and following Councillors being consulted, it was decided not to submit a Neighbourhood Priorities Project proposal for 2024/25.

Bus Services Change

Residents have expressed concern about the 119 service no longer serving Astley Village, and it being replaced by extending the route 127. The concerns include the lack of notice of the change and residents having to change bus routes at the Hospital for those traveling to Leyland.

New Signage for West Way Nature Reserve

At the last meeting on 1 November 2023, Chorley Borough Council were requested to provide an update in relation to the proposed signage for West Way Nature Reserve.

Lindsay Blackstock (Chorley Borough Council) has expressed concern that a new nature reserve sign may be damaged following the vandalism at the new West Way Sports Hub and has suggested delaying the installation of the interpretation signage.

Christmas Event 2024.

There is already a booking by another user/hirer on Friday 6 December 2024. Chorley Borough Council have contacted them to see if they are happy to cancel their booking on this date. I understand they were more than happy to do this for the previous Christmas booking, so it is not expected this will be an issue going forward.

Restoration of Astley Hall - Conservation of the painting of Susannah Brooke (child)

Chorley Borough Council have confirmed that the painting will be back for display at the end of March 2024 so it can be displayed in the 100 years of collecting installation this year. The update from the restoration team is below:

“The conservation is at the point of relining now and we have had a chance to fully investigate the stretcher for the painting. The joints of the wooden stretcher are quite damaged, and it ideally should be replaced if at all possible. This however would incur an additional cost and which will be met by Chorley Borough Council.

Chorley Borough Council have raised the invoice.

Village Development Working Group

The Village Development Working Group will consider other ways of enhancing the existing Gateway Signs and proposals to increase public safety and security by enhancing the Astley Village, Chancery Road underpass, bridge railings and its access and egress in due course.

Relocation of Benches

The two benches are now in place along the path which runs behind Judeland and Wymundsley.

The Parish Council have allocated funding in the budget to provide additional benches. A resident has contacted the Parish Council and suggested that one of them is set aside as a "Happy to chat" bench as depicted below:



Estate Walkabout with Places for People

The estate walkabout with Places for People scheduled to take place at 10.30am on 16 January 2024 was postponed to 1 February 2024.

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

- Post Office Counters Ltd – Postage £3.65
- Norton - Anti Virus Software (Subscription) £64.99
- Susan Edwards - Internal Audit 2022/23 £75.00
- Chorley Borough Council - Play area West Way Sports Hub £30,000.00

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 March 2024					
Type of Paper	Decision		Discussion		Information	X
Purpose of Report						
To consider any planning issues relevant to the village.						
Key Issues						
<p>The Parish Council has been consulted on the following planning applications received by Chorley Borough Council:</p> <p>The removal and modification of existing landscaping in order to facilitate the provision of a bin store area and two new car parking spaces and addition of line marking to existing car park at land adjacent 2-52 Great Meadow Great Meadow Astley Village (Reference: 24/00018/FUL).</p> <p>The deadline for any representations was 7 February 2024</p> <p>The removal and modification of existing landscaping in order to facilitate the provision of a bin store area and two new car parking spaces, bin store, line marking to existing car park and modification of existing landscaping at parking and landscaping area adjacent 2-32 Broadfields Astley Village (Reference: 24/00017/FUL).</p> <p>The deadline for any representations was 14 February 2024.</p>						
Action required by the Parish Council						
To note the report.						

AGENDA ITEM 8(i)

FINANCIAL POSITION - SUMMARY 6 MARCH 2024			
			£
Receipts and Expenditure Account			
Receipts			
Precepts			20,543.00
Grant			3,877.00
Refunds			-
Other			-
Bank Interest (Barclays)			695.27
Dividend (Unify Credit Union)			108.34
Advertisements			70.00
VAT on Receipts/Recovered			1,250.78
Total Receipts			26,544.39
Expenditure Total			
			48,318.64
Income & Expenditure Reconciliation			
Balance Brought Forward at 1 April 2023			80,586.00
Add: total receipts to date		+	26,544.39
Less: total expenditure to date		-	48,318.64
			58,811.75
Bank Reconciliation			
Community Account (chequeing account)	26/02/24	+	4,984.41
Business Premium Account	26/02/24	+	52,452.39
Unify Credit Union deposit	26/02/24		5,546.80
Less unrepresented cheques/ET/SO		-	4,171.85
Plus uncleared credits		+	58,811.75
			58,811.75
	Unrepresented cheques/SO/Payments		
	March		628.75
	Income from Advert		-70.00
	Outstanding Invoices		3613.10
			4171.85

AGENDA ITEM 8(ii)

PAYMENTS TO BE APPROVED

March/ April 2024

Date	Creditor	Description	Cheque No	Total	Vat	Net
08/03/24	Employee 4	Reimbursements (January 2024)	EB	44.20		44.20
08/03/24	Employee 4	Reimbursements (February 2024)	EB	45.76		45.76
01/03/24	Easy Web Sites	Monthly rental	DD	72.60	12.10	60.50
23/03/24	Zoom	Zoom Subscription (March 2024)	EB	15.59	2.60	12.99
15/03/24	Employee 4	Salary (March 2024)	EB	360.60		360.60
15/03/24	HMRC	Tax (March 2024)	EB	90.00		90.00
01/04/24	Easy Web Sites	Monthly rental	DD	72.60	12.10	60.50
23/04/24	Zoom	Zoom Subscription (April 2024)	EB	15.59	2.60	12.99
13/04/24	Employee 4	Salary (April 2024 inc Backpay)	EB	678.8*		678.8*
13/04/24	HMRC	Tax (April 2024)	EB	169.6*		169.6*
				716.94	29.40	687.54

* The exact figure is to be confirmed with HMRC.

BUDGET REPORT – 6 March 2024
Financial Year 2023/24 (1 April 2023 to 31 March 2024)

Budget Heading		Budget Sub-Heading	Total Budget (£)	Spend to date (ex vat) (£)	Income (£)	Budget Remaining (£)
01 - ADMINISTRATION	01-1	Room Hire/ Zoom Subscription	250.00	263.47		(13.47)
	01-2	Office/Sundry	1,000.00	383.61		616.39
	01-3	Insurance	450.00	487.32		(37.32)
	01-4	Auditors/Accounts	300.00	285.00		15.00
	01-5	Election/By-Election/Polls	7,000.00	188.78		6,811.22
	01-6	Employee Costs (Salary, Training etc)	5,750.00	6,122.06		(372.06)
	01-7	Employee Contingency	1,000.00	-		1,000.00
	01-8	IT/Website	1,000.00	730.66		269.34
02 - COUNCIL	02-1	Newsletter/Publications	1,500.00	1,577.50		(77.50)
	02-2	Village Caretaker	-	-		-
	02-3	Councillor Training	500.00	-		500.00
	02-4	Grant Awards/Local Projects and Groups	2,500.00	599.00		1,901.00
03 - VILLAGE DEVELOPMENT PLAN	03-1	Lighting of Christmas Tree/Christmas Event	800.00	722.64		77.36
	03-2	Village Improvements (Additional Seating & Footpath improvements)	7,000.00	2,519.92		4,480.08
	03-3	Improve Village Centre & Enhance Village Green	1,000.00	-		1,000.00
	03-4	Planter Scheme (including maintenance)	860.00	470.20		389.80
	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	-	-		-
	03-8	Astley Village Community Garden of Reflection	1,000.00	493.18		506.82
	03-9	Astley Village Community Centre - Increase community use of the building	10,000.00	-		10,000.00
	03-10	Refurbishment of existing Gateway Signs	1,000.00	-		1,000.00
	03-11	Road Safety (Maintenance of SPIDs)	500.00	-		500.00
	03-12	Grant - Astley Hall (Restoration of Picture)	3,000.00	3,000.00		0.00
	03-13	Play area and path at West Way Sports Hub	35,000.00	30,000.00		5,000.00
	03-14	Improving Community Engagement and Raising the Profile of the Parish Council	5,000.00	47.14		4,952.86
04 - GENERAL RESERVE	04	General Reserve	19,292.23	-		19,292.23
Balance Carried Forward from 2022/23	80,586.00					
TOTALS			106,702.23	47,890.48		58,811.75
VAT to be Recovered		£428.16				
Total Spend to Date				48,318.64		

Astley Village Parish Council

POLICY AND DOCUMENT LIST/REVIEW

	Doc No.	Policy or Document	Created / Reviewed	Meeting/ Review	Council Website
Official	01	Code of Conduct	Adopted 4/7/2012		Yes
Official	02	Freedom of Information Publication Scheme	Adopted 3/11/2008		Yes
Official	03	Standing Orders*	Reviewed 10/5/2023	Annual meeting (May 2024)	Yes
Finance	04	Financial Regulations*	Reviewed 10/5/2023	Annual meeting (May 2024)	Yes
Finance	05	Financial Risk Assessment *	Reviewed 6/9/2023	September 2024	Yes
Finance	06	Review of Effectiveness of The System of Internal Audit*	Reviewed 6/9/2023	September 2024	Yes
Council	07	Asset Register *	Reviewed 3/1/2024	January 2025	Yes
Council	08	Complaints Procedure	Adopted 4/9/2019		Yes
Council	09	Grant Policy and Application Form	Reviewed 6/1/2021		Yes
Council	10	Business Continuity Plan	Reviewed 4/9/2013		No
Council	11	Social Media Policy	Reviewed 1/3/2017		Yes
Council	12	Publicity Protocol	Reviewed 3/10/2012		Yes
Council	13	Contact Privacy Policy	Approved 3/11/2021		Yes
Council	14	Representative Protocol	Approved 5/12/2007		Yes
Council	15	Bullying and Harassment Policy	Reviewed 23/11/2022	November 2025	Yes
Council	16	Equal Opportunities Policy	Reviewed 23/11/2022	November 2025	Yes
Council	17	Health and Safety Policy	Reviewed 8/11/2023	November 2026	Yes
Council	18	Grievance Procedure	Reviewed 8/11/2023	November 2026	Yes
Council	19	Disciplinary Procedure	Reviewed 8/11/2023	November 2026	Yes
Council	20	Councillor/Employee Relations	Reviewed 19/1/2021	November 2024	Yes

Council	21	Training Policy	Reviewed 19/1/2021	November 2024	Yes
Council	23	Terms of Reference for Personnel Committee	Reviewed 10/5/2023	Annual meeting (May 2024)	Yes
Council	24	Sickness Absence Policy/Procedure	Reviewed 19/1/2021	November 2025	Yes
Council	25	Clerk Expense/Reimbursement Policy	Approved 2/9/2020	November 2025	Yes
Council	26	Village Development Two Year Plan	Reviewed 3/1/2024	January 2024	Yes
Council	27	Internal Audit Plan and Statement of Internal Control*	Reviewed 6/9/2023	September 2024	Yes
Council	15	Bullying and Harassment Policy	Reviewed 23/11/2022	November 2025	Yes
Council	28	Vision, Aims and Objectives	Approved 4/11/2020		Yes
Council	29	Scheme of Delegation*	Approved 10/5/2023	Annual meeting (May 2024)	Yes
Council	30	Document Retention Policy	Approved 3/11/2021		Yes
Council	31	Protocol for Public Participation	Approved 2/11/2021		Yes
Council	32	GDPR Risk Assessment*	Approved 1/11/2023	November 2025	Yes
		Contract of Employment & Statement of Particulars of Employees'	At time of appointment	Annually at the November meeting of the Personnel Committee	No

* Requires annual review



Astley Village Parish Council

Annual Council Work Programme - Scheduled Items

For consideration by the Full Parish Council (unless otherwise specified)

Item	Meeting	
Review Asset Register - Annually, prior to 31 March each year	January	1
Appoint Internal Auditor - Annually, prior to 31 March each year	January	1
Newsletter Articles planning	January	1
Review of Village Development Plan	January	1
Agree Budget/Precept	January	1
Review Policy and Document List	March	2
Review Annual Council Work Programme - Scheduled Items	March	2
Newsletter Articles	March	2
Annual Report (prepared by the Chair/Parish Clerk)	March	2
Internal Audit (after 31 March and before due for submission (dependant bank statements)	May	3
Review Financial Regulations	May	3
Review Insurance (prior to June renewal)	May	3
Approve End of Year figures ((if finalised)	May	3
Approve External Audit and submit Audit by 1 June (or when specified by Ex Auditor each year)	May	3
Elect Chair and Vice Chair & Appoint to Committees/ Working Groups/ Outside Bodies	May (Annual)	3
Review of Village Development Plan	July	4
Internal Auditor Report	July	4
Christmas Event planning	July	4
Review of Effectiveness of the System of Internal Audit (prior to 31 March each year)	September	5
Review Internal Audit Plan	September	5
Christmas Event planning	September	5
Newsletter planning	September	5
External Auditor Report	September	5
Review Financial Risk Assessment (prior to 31 March each year)	September	5
Christmas Event planning	November	6
Schedule of meetings	November	6
Newsletter Articles	November	6
Personnel Review (by the Personnel Committee prior to precept setting)	Oct/Nov	6



Astley Village Parish Council

Annual Report 2023/2024

A year as Chair

I was honoured to be elected as Chair of Astley Village Parish Council at the council meeting which took place on Wednesday 10th May 2023. I have enjoyed this role and I have developed my experience of chairing meetings, as well as attending the Chorley Liaison meetings and developing more knowledge of Parish Council activities and how we can make a real difference to the local community.

Astley Village Garden of Reflection

The garden of reflection project was finished, with the installation of two new trees, which commemorated the platinum jubilee of Queen Elizabeth II and the coronation of King Charles III. In addition, three benches were installed to commemorate the golden and diamond jubilees of Queen Elizabeth II and her life. There are also plaques commemorating these events too.

In the lead up to Armistice Day, the “unknown Tommy” statue was also installed.

New Play Area

A brand-new play area at the West Way Sports Hub was opened by Chorley and Parish Councillors and pupils from Buckshaw Primary School. The play area was joint funded by Chorley Borough Council and Astley Village Parish Council.

The new addition sees brand-new state of the art equipment for children aged 1 to 12 years, including a base climb unit inspired by the athletic disciplines of parkour, free running, and Ninja Warrior style challenges.

The play area has proved a popular addition to the West Way Sports Hub area.

West Way Nature Reserve

Following the installation of the path which leads to West Way Nature Reserve, we are liaising with Chorley Council in order to install some new signage and we hope to progress this over the coming months.

Improvements to the footpath from Buckshaw Primary School to Clough Acre

The Parish Council contributed to improvements to the footpath from Buckshaw Primary School to Clough Acre

Dangerous Parking in Astley Village

The Police attended the November Parish Council Meeting and agreed to explore with Lancashire County Council the introduction of Traffic Regulation Orders at the junctions of Studfold, Buckshaw Hall Close, Hallgate and Long Croft Meadow in view of the dangerous parking taking place.

Chorley Flower Show

Once again, the Parish Council had a stall at the popular, annual Chorley Flower Show event, which took place from 28 – 30 July 2023. Information was available regarding our Village and the plans we have for future improvements. Councillors were also available for a face-to-face chat throughout the weekend to answer queries from residents and other visitors.

Remembrance Sunday/Poppies in the Parish

Parish Councillors attended Chorley's Remembrance Sunday service on Sunday 12 November 2023. As Chair, I was honoured to lay a wreath on behalf of the Parish Council. Where possible, poppies were also attached to street signs throughout the village in the week before Armistice Day.

Monthly Litter Picks

Our monthly litter picks have attracted more volunteers over recent months and it's great to see so many people wanting to help keep our village clean and tidy. We meet on the first Saturday of each month at the Community Centre at 10am and we split into groups so we can cover as much of the village as possible. Equipment such as litter pickers, gloves and bin bags are provided.

Christmas 2023

The Parish Council held its annual Christmas carol singing event on Friday 8th December, accompanied by members of the guitar group, 'Three Guitars', featuring our very own Cllrs' John McAndrew and Keith Ashton. Refreshments were served in the community centre afterwards.

Parish Council Grant Scheme

The Parish Council can offer grants to local organised groups for local projects. The grants available are in the hundreds, not thousands of pounds but can make a real difference. At the Parish Council Meeting on 3 January 2024, it was agreed to make a grant of:

- £500 be made to Chorley and South Ribble Shopmobility to purchase two manual wheelchairs and the Parish Clerk be requested to explore whether the wheelchairs could include an acknowledgement that they had been funded by the Parish Council. Chorley Shopmobility has confirmed that they planned to attach a notice to each item of equipment identifying the sponsors name and supplement this with something on the website and a board in the unit listing all contributors.
- £99 be made to Astley and Buckshaw Junior Football Club to sponsor one place for the training day with Real Madrid CF. The event is to run on the 26 July 2024.

No Increase to Parish Precept for the Fifth Year Running

The Parish Council at its meeting on 3 January 2024 agreed to set a Precept for 2024/25 of £24,266. This means that the amount paid by residents will not have increased for the last five years and for a Band D property will remain at £22 per year.

Chorley Liaison

Wednesday, 24th January 2024, 6.30 pm

Council Chamber, Town Hall, Chorley and You Tube

Agenda

Apologies

1 **Welcome by the Chair**

2 **Minutes of meeting Wednesday, 18 October 2023 of Chorley Liaison**

3 **Cost of Living Action Plan - Update**

To receive and consider the report of the Director of Communities.

4 **Time Credits Overview**

To receive and consider the report of the Director of Communities.

5 **Item submitted by Heath Charnock Parish Council**

The item is enclosed within the agenda.

As the item was received after the deadline a response will be given at the meeting.

6 **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.

7 **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.

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

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Chorley Liaison.

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, 18 October 2023**

MEMBERS PRESENT: Councillor Gordon France (Eastern Parishes) (Chair), Councillor Kim Snape (Chorley Rural East Division, Lancashire County Council) (Vice-Chair), Lancashire County Councillors: Julia Berry. Alan Cullens and Aidy Riggott attended via Teams. Chorley Borough Councillors (Chairs of Neighbourhood Area Meetings): Aaron Beaver Town and Parish Councillors: Ian Horsfield, Gwyneth Lloyd Alan Cornwell and Alan Platt. Tim Blackburn and Darren Cranshaw attended via Teams.

OFFICERS: Jennifer Mullin (Director of Communities) and Ruth Rimmington (Democratic and Member Services Team Leader)

APOLOGIES: Danny Gee and Craige Southern, Nina Buckley Graham Ashworth and Christine Bailey

15 Welcome by the Chair

The Chair welcomed everyone to the meeting.

16 Minutes of meeting Wednesday, 19 July 2023 of Chorley Liaison

Resolved: that the minutes be approved as a correct record, subject to an amendment to item 11. LCC Cabinet Member (Highways and Transport) – ‘At the request of members, it was agreed that there would be further and more frequent communication, contact and attendance by the Highways officers in relation to town centre issues and concerns (rather than Cabinet Member).

17 Item from Chorley Council - Carbon Literacy training and an Air Quality monitoring survey

Matt Evans, Climate Change and Air Quality Officer, attended.

Carbon Literacy

The Carbon Literacy Project have released a new course for Parish, Town and Community Councils aimed at councillors and officers. The course equipped councillors and officers with the information they needed to communicate the significance of climate change and achieve the change necessary in their local area to address the climate emergency. It covered the impacts of climate change, carbon footprints, how residents could do their bit, and why it's relevant to communities.



The training complemented work officers were rolling out for Borough councillors and officers, but the new course was designed to be self-directed by Parish Councils themselves. More information could be found at: <https://carbonliteracy.com/toolkits/local-authorities/>

Air Quality

The council monitored Air Quality across various locations in the Borough. The locations were determined by several factors such as area traffic data and the proximity to residential dwellings. In 2023 the council monitored Nitrogen Oxides (NOx) at 42 locations, in addition there was automatic Particulate Matter monitors co-located at 3 locations. The council wanted the data to be as accurate as possible and were seeking input from residents to support consideration of new or additional monitoring locations, as part of the continued commitment to keeping the air in the Borough clean and safe. The Citizenspace survey allowed residents to see current monitoring locations, and provides an opportunity for them to suggest other locations for consideration. <https://yoursay.citizenspace.com/2022-environmental-health-and-community-safety-sr/chorley-air-quality-monitoring-2024>

It was noted that real time monitoring would be in place in the future and available on the council's website. The purpose of the survey was to raise awareness and gather information on this.

18 Item requested by Euxton Parish Council regarding Tree Preservation Order (TPO) trees

Members of the Forum noted the response to the question had been included within the agenda.

19 Questions from Members of the Liaison and the public

No questions were asked.

20 Items for Future Meetings

Ian Horsfield requested an item for a future meeting regarding the future plans for Chorley bus station.

Chair

Date

Chorley Liaison agenda management timetable

Date of meeting	Deadline for items to be requested by Members	Agenda Publication Deadline
Wednesday, 20 March 2024	Friday, 8 March	Tuesday, 12 March
Wednesday, 17 July 2024	Friday, 5 July	Tuesday, 9 July
Wednesday, 16 October 2024	Friday, 4 October	Tuesday, 8 October
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

Community energy funding – March
 Chorley Bus Station – March
 Sport, recreation and well being
 Revival/survival strategy for Chorley town centre post Covid
 High School Places – July?

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.

Neighbourhood Area Meeting; NW Parishes and Chorley North

Wednesday, 7th February 2024, 6.30 pm

Council Chamber, Town Hall, Chorley and on Microsoft TEAMS

Agenda

- | | | |
|---|---|-----------------|
| 1 | Welcome and Introductions | |
| 2 | Apologies for absence | |
| 3 | Minutes of meeting Tuesday, 4 July 2023 of Neighbourhood Area Meeting; NW Parishes and Chorley North | (Pages 3 - 6) |
| | Minutes of the last meeting attached for approval. | |
| 4 | NW Parishes and Chorley North - Neighbourhood Priorities Updates 23-24 Report | (Pages 7 - 10) |
| | Report of the Director of Communities. | |
| 5 | NW Parishes and Chorley North - Selecting 2024-25 Neighbourhood Priorities | (Pages 11 - 72) |
| | Report of the Director of Communities. | |
| 6 | Empty Property Update Report | (Pages 73 - 76) |
| | Report of the Chief Executive attached. | |
| 7 | Cost of Living Action Plan - Update | (Pages 77 - 98) |
| | Report of the Director of Communities. | |
| 8 | Any other business | |
| 9 | Date of next meeting | |
| | The next meeting is scheduled on Thursday, 20 June 2024 at 6.30pm. | |

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Neighbourhood Area Meeting; NW Parishes and Chorley North.

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

Meeting contact Clare Gornall, Democratic Services on or email clare.gornall@chorley.gov.uk



Minutes of	Neighbourhood Area Meeting; NW Parishes and Chorley North
Meeting date	Tuesday, 4 July 2023
Committee Members present:	Councillor Danny Gee (Chair), and Councillors Tommy Gray, Adrian Lowe, Dedrah Moss, Aidy Riggott, Samantha Martin, and Colin Evans (Whittle-le-Woods Parish Council)
Committee Members present virtually (non-voting):	Councillors Mark Clifford, Alistair Morwood, and Jean Sherwood
Observers present:	Councillor Beverley Murray and Craig Ainsworth (Clerk of Astley Village Parish Council)
Officers:	Bernie Heggarty (Neighbourhood Priorities Officer), and Matthew Pawlyszyn (Democratic and Member Services Officer)

1 Appointment of Chair

Resolved: unanimously that Councillor Danny Gee be appointed Chair of the Neighbourhood Area Meeting: North West Parishes and Chorley North.

2 Apologies for absence

Apologies were received from Councillor Joan Williamson, and Parish Councillor Gillian Sharples.

3 Welcome and Introductions

The Chair welcomed everyone to the meeting, and introductions were made.

4 Terms of Reference

Resolved: The Terms of Reference be noted.

5 Minutes of meeting Thursday, 9 February 2023 of Neighbourhood Area Meeting; NW Parishes and Chorley North

Resolved: The minutes of the meeting Thursday, 9 February 2023, be approved as a correct record.

6 Northwest Parishes and Chorley North - Neighbourhood Priorities Updates 22-23

Bernie Heggarty, Neighborhood Priorities Officer, presented the 2022 – 23 Neighbourhood Priorities Updates.

Priority 1a: Creation of a Memorial Area at Astley Village.

This has been completed.

Priority 1b: Quiet Garden of Reflection at Euxton.

This priority was split into two phases. Phase one has been completed as part of the neighborhood priority project. Euxton Parish Council will take forward Phase two of the project.

Priority 2a: To install education information boards near Buckshaw Village.

This was ongoing, two locations had been identified, graphics had been created. Cooperation ongoing with Cllr Riggott, RMG and the Open Space Officer. It was stated that work would be completed over the summer, but the delays were of benefit to the project.

Priority 2b: Deliver an eco-project working with St Josephs.

Project completed. Wildflower meadow planted within identified areas at St Joseph's School along with trees onsite.

Priority 3: To install benches at identified locations on Euxton

The benches were installed and project complete.

Priority 4: Improvement to the footpath leading from Lady Crosse Drive to Dunham Drive in Whittle-le-Woods.

There was ongoing difficulty negotiating with Redrow, it was agreed that further action needed to be taken with Redrow to encourage and ensure their cooperation.

Resolved: That the update be noted

7 Northwest Parishes and Chorley North - Neighbourhood Priorities Updates 23/24

Bernie Heggarty provided the update for the 2023/24 priorities.

Priority 1: Improvements to the footpath near Buckshaw Primary School.

The lead officer was appointed. Routes were identified around the school, and with the Parish Council, a price was received from the contractor. The scoping document was completed. The work was to be undertaken during the summer holidays

Priority 2: To deliver Community Clean Up initiatives at identified areas in Chorley North, Astley and Euxton.

Locations to clean up were identified and completed, which included Yarrow Valley Skate Park and Greenside in Euxton. Two clean ups were undertaken in Chorley North at Lancaster Court and St Joseph's Parish Centre in cooperation with Places for People.

One further cleanup was planned at Astley Village.

Members felt that there required additional publicity to increase turnout, and it was added that the Greenside cleanup was well attended but the skate park was low.

It was questioned if the owner of the car park near Spring Road that was frequently empty could be identified and permission sought for a skip to be placed there for the duration of a cleanup.

Priority 3: To make environmental improvements at identified areas which includes tree planting at Buckshaw Avenue, Wildflower Meadow at Whittle le Woods, and memorial/fruit trees at Whittle Community Garden.

Cllr Moss met with the lead officer and the scoping document was completed. Tree planning on Buckshaw Avenue required permission that was pending. Once and if granted, the best time to plant would be March and April 2024.

Priority 4: Improvements to roundabout in Buckshaw which includes creation of artwork to be installed at the site to give local identity plus general tidy up of existing planting.

Improvements to the roundabout were identified, and the artwork was desired to provide identify in the area. Lead officer due to make contact with key stakeholders to take forward project.

The Parish Council confirmed that they were willing to contribute to the project.

Members questioned which roundabouts were identified as there were concerns that due to reckless driving in the area, there was a risk anything on the roundabouts could be destroyed. It was noted that highways would assess and approve, and health and safety would be considered. It was highlighted by Councillor Riggott that he was not aware of any vehicular incidents on roundabouts in Buckshaw.

Members questioned if there was opportunity for additional projects, as there were concerns about accessibility at the dropped kerb at the shops on Runshaw Lane. It was clarified that there could not be any new priorities, but the issue could be explored separately by an appropriate officer at the Borough Council, and Cllr Riggott offered to support the issue at County.

Resolved: That the update be noted.

8 Any other business

There was no other business.

9 Date of next meeting

The next meeting of the Neighbourhood Area Meeting: North West Parishes and Chorley North will take place 15 February 2024 at 6:30pm.

Chair

Date



Report of	Meeting	Date
Director (Communities)	Neighbourhood Area Meeting; NW Parishes and Chorley North	Wednesday, 7 February 2024

NW Parishes and Chorley North - Neighbourhood Priorities Updates 23-24 Report

Is this report confidential?	No
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Is this decision key?	No
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- To update the group on the delivery and progress of the neighbourhood priorities for completion in 2022/23.

Recommendations

- That the report be noted, and any issues/clarification is discussed and agreed at the meeting.

Corporate priorities

- The report relates to the following corporate priorities: (Please bold one)

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

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

- The definition of neighbourhood working adopted is as follows:

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

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

8. Neighbourhood working delivery is developed from a twice-yearly neighbourhood area meeting whereby neighbourhood area groups submit expressions of Interest to undertake environmental and community ‘Neighbourhood Priority Projects’ in their wards/communities.
9. The neighbourhood meetings in January and February of each year provide the mechanism for the neighbourhood groups to identify and agree the preferred projects that are important to the residents of each area. (except 2021/22 due to Covid and boundary changes)
10. June/July area meetings provides an update on the early stages of scoping priority projects and next steps. It is also an avenue to highlight any challenges that may affect delivery which needs to be discussed with area group members and alternative options agreed to be taken forward

Neighbourhood Priorities 2022/23

11. In the meetings held in January/February 2023 the priorities selected for the Northwest Parishes and Chorley North neighbourhood area were:
 - Clean up initiatives / skip days
 - Roundabout at Buckshaw – structure / focus to provide identity / branding to the landmark.
 - Environmental Projects – Tree Planting at Buckshaw Avenue, Wildflower Meadow at Whittle le Woods, footpath/walk on old canal leading to a community garden.
 - Improvement to footpath nr. Buckshaw Primary School
12. A lead officer and lead elected member or parish council representative was identified for each project to take forward delivery throughout the year.
13. The table below provides an overview of the project, works that have been undertaken to date and remaining actions to complete the project;

Priority	Updates	Clarification / Potential issues	Anticipated Completion
To deliver Community Clean Up initiatives at identified areas in	Skip clean up days completed - Euxton (Skate Park 25th March 2023), Greenside (1st		Complete

<p>Chorley North and Euxton</p>	<p>April 2023), St Josephs Church (17th June 2023), Lancaster Court Astley Village 22nd July 2023) - In total, 183 residents participated in the above and 5.5 skips were used.</p>		
<p>Improvements to footpath near Buckshaw Primary School in Astley Village</p>	<p>Design agreed with Parish Council, contractor appointed and works carried out. £2500 funded through Astley Village Parish Council Yes, the project at Astley Village to create a path linking the nearby housing past Buckshaw Primary School was completed in August 23. The parish council match funded the project.</p>		<p>Complete</p>
<p>Improvements to roundabout in Buckshaw which includes creation of artwork to be installed at site to give local identity plus tidy up of existing planting</p>	<p>Design agreed with key stakeholders/Cllrs. Plan issued to LCC for feedback and approval to proceed.</p>	<p>LCC to give approvals. Contractor appointed to install. Streetscene to carry out planting. Buckshaw 'Deer' Roundabout – A Section 144 License has been sent for signing. This is expected to be signed off next week. Once signed the contractor can start.</p>	<p>Ongoing</p>
<p>To make environmental improvements at identified areas which includes tree planting at Buckshaw Avenue,</p>	<p>Wildflower area created. Arranged to meet Cllr Moss to look at tree areas to be planted. Buckshaw Ave</p>	<p>Waiting for authorisation from LCC to plant the trees.</p>	<p>Ongoing</p>

Wildflower Meadow at Whittle le Woods, and memorial/fruit trees at Whittle community garden			
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Climate change and air quality

- 14. The work includes environmental projects which will improve both the biodiversity of the neighbourhood area but also have a positive impact on climate change.

Equality and diversity

- 15. Equality and Diversity considerations have been made with all projects impacting in a positive way.

Risk

- 16. All priority projects will be scoped accordingly, and risks identified through appropriate policies and procedures. Neighbourhood priorities which require external partners may lengthen timescales on delivery or completion, but in these cases all stakeholders will be notified, and alternative solutions will be proposed and agreed

Comments of the Statutory Finance Officer

- 17. Neighbourhood priorities are supported by a £50k annual revenue budget. There are no other financial implications relating to the contents of this report.

Comments of the Monitoring Officer

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

Report Author:	Email:	Telephone:	Date:
Bernie Heggarty (Neighbourhood Officer)	bernie.heggarty@chorley.gov.uk		02/02/24



Report of	Meeting	Date
Director Communities	North West Parishes and Chorley North Neighbourhood Area Meeting	7 February 2024

Selection of Neighbourhood Priorities 2024/25

Is this report confidential?	No
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Is this decision key?	No
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Purpose of Report

1. To provide information on neighbourhood working and delivery which ensures the model continues to develop and meets the needs of members and the communities they serve.
2. To provide area groups with local intelligence within their communities to help support the area group in discussing and selecting preferred priorities.
3. To provide information to area groups on the process of proposing Neighbourhood Priority projects.

Recommendations

4. To note contents of the report to help discuss and select the preferred priorities for 2024/25.
5. The report relates to the following corporate priorities: (Please bold one)

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

Neighbourhood Working

6. In November 2007 Environment and Community Overview and Scrutiny Panel undertook an inquiry into Neighbourhood Working. This led to the creation, adoption and implementation of the neighbourhood working model for Chorley which provided the establishment of neighbourhood teams, a funding mechanism to support local initiatives, reinforcement of the role of the ward Councillor in neighbourhoods, and support for relatively deprived and poorly organised neighbourhoods.
7. A clear definition of neighbourhood working was established in order that the scope and nature of existing, proposed and expected neighbourhood activity and service delivery can be checked. The definition of neighbourhood working was adopted as follows:

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

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

8. Neighbourhood working delivery is developed from a twice-yearly neighbourhood area meeting whereby neighbourhood area groups submit expressions of Interest to undertake environmental and community ‘Neighbourhood Priority Projects’ in their wards/communities.
9. The neighbourhood meetings in January/February of each year provide the mechanism for the neighbourhood groups to identify and agree preferred priority projects that are important to the residents of each area and will be delivered within that financial year. (Except 2021/22 which took place in September / October meetings due to Ward Boundary changes and impact of Covid))
10. Neighbourhood Priorities are reviewed at the 6 monthly neighbourhood meetings and revised and updated as appropriate with any significant changes being subject to Executive Member approval, i.e. where there is a budgetary impact.

Neighbourhood Area Footprints

11. New Neighbourhood Areas were adopted from May 2021 following the ward boundary changes.
12. The area model which has been adopted splits the 14 wards across six neighbourhood areas as detailed below

Neighbourhood Area	Wards
Northern Parishes	Clayton West and Cuerden Clayton East, Brindle and Hoghton
Western Parishes	Croston, Mawdesley and Euxton South Eccleston, Heskin and Charnock
Eastern Parishes	Chorley North East Adlington and Anderton
Chorley Town East	Chorley East Chorley South East and Heath Charnock
Chorley North	Euxton Buckshaw and Whittle Chorley North and Astley
Chorley Town West	Coppull Chorley South West Chorley North West

Neighbourhood Working Budget

- 13. Budget provision for neighbourhood priorities is made as part of the annual budget setting process. There is an annual budget of £50k to support neighbourhood priority project delivery as Neighbourhood working was established as a key project within the council's corporate strategy
- 14. While the council continues to support the delivery of the preferred priorities through funding and officer time, each neighbourhood area is encouraged to consider what match-funding and support may be available through other partners. This has been a successful development in recent years in enhancing the projects that would otherwise be able to be delivered.
- 15. The Neighbourhood Priority budget will be allocated to each neighbourhood area group as previous year with each area group responsible in allocating the funds accordingly to projects which they agree to deliver. This gives the group opportunity to fund either one large project or allocate to several different projects. No more than a maximum of four projects are chosen to be delivered
- 16. Resulting from the creation of six areas, each Neighbourhood Area group will have a budget of approx. £8,000 to allocate to their chosen priority projects
- 17. This approach will be reviewed annually

Process for agreeing priority reports

18. Delivery of this year's neighbourhood priorities will follow the below timescales:

<p>Information: Selection reports created and sent to each neighborhood area group with project proposal criteria</p> <p><i>Selection reports includes.</i></p> <ul style="list-style-type: none"> • <i>Community insight</i> • <i>Guidance to help create priority proposal</i> • <i>Priority proposal form</i> • <i>Timescales</i> 	<p>December</p>
<p>Nomination: Deadline for Neighbourhood Priority project proposals to be submitted See below table for each area group deadline</p> <p>Proposals collated and circulated for Neighbourhood Area meetings</p>	<p>Feb</p>
<p>Selection: Neighborhood area meetings Discuss and agree projects to be delivered for 2024/25 delivery Meeting agenda content covered as agreed</p>	<p>February/ March</p>
<p>Approval: Produce EMD to get final Exec Member sign off for 2024/25 Neighbourhood priorities delivery</p>	<p>March</p>
<p>Scoping: Assign Lead Officer to projects for scoping and delivery Lead officer works with lead member from neighbourhood group to scope the priority – including timescales, costs and funding etc.</p>	<p>April</p>

Delivery: Delivery of agreed priority projects	May to March 2025
Update and monitoring: Neighbourhood Area meetings Update on the progress regards selected neighbourhood priorities	June / July
Mid-term Update and monitoring: Update provided by email (in addition to ongoing progress updates on individual projects) on all selected neighbourhood priorities to neighbourhood management groups	October

Producing your proposal

19. All information on proposing 2024/25 Neighbourhood Priority projects have been circulated to Neighbourhood area groups. This includes below (see appendix)

- Guidance on proposing priority projects (see appendix 1)
- Neighbourhood Priority Ideas (see appendix 2)
- Ward Profiles (see appendix 3)
- Social Prescribing – Referral Reasons by ward (see appendix 4)
- Proposal Form (see appendix 5)

20. The council continues to encourage projects that focuses on the wider determinants of health and wellbeing, as these issues impact on the daily lives of our residents. In addition, the impact that the Cost of Living crisis is having on our communities is set to further exacerbate negative impacts for many residents, widening gaps in inequalities therefore there is an opportunity for Member to consider project that help to reduce this impact and lessen the long term impacts.

21. Therefore, consideration would be encouraged to think about how the project could help achieve any of the below.

- Provide opportunities to make communities healthier.
- Provide help to keep neighbourhoods clean and safe.
- Provide support for those experiencing financial hardship.
- Provide opportunities that address food poverty.
- Provide opportunities for those experiencing mental health issues.
- Provide opportunities to addresses social isolation.
- Provide opportunities to enhance life skills of residents.
- Provide support to overcome digital barriers and address gaps in provision.
- Provide opportunities that help encourage residents to be more active.
- Provide opportunities for residents to feel proud of where they live.

22. To help aid discussions in the meeting and selection of priorities it has been requested to complete as best possible the Priority Proposal Form. This looks to gather information and make it easier at the area meeting to discuss, access feasibility and prioritise selection

23. Form includes.

- Detail of Project - what is to be delivered and anticipated actions
- What are expected outcomes/how will it enhance life of people in the community
- Is there a rationale or any evidence that supports why the project is needed?
- What other partners may need to be consulted to deliver the project?
- What are the anticipated costs of the project?
- What other resources may be needed to deliver the project
- Do you feel the project can be completed within financial year?

24. Proposal forms are recommended to be submitted prior to the meeting in which they can be fully discussed, and final priority projects agreed.

Deadlines for submitting Neighbourhood Priority Proposals

Neighbourhood Area	Deadline for submitting proposals	Meeting date
Chorley Town East	Wednesday 31 st January	Thursday 8 th February
Northern Parishes	Monday 5 th February	Tuesday 13 th February
Northwest Parishes & Chorley North	Wednesday 7 th February	Thursday 15 th February
Chorley Town West	Monday 12 th February	Tuesday 20 th February
Eastern Parishes	Friday 16 th February	Monday 26 th February
Western Parishes	Monday 19 th February	Thursday 29 th February

Climate change and air quality

25. The work noted in this report has an overall negative/positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.

Equality and diversity

26. Equality and Diversity considerations have been made with all projects impacting in a positive way.

Risk

27. All priority projects will be scoped accordingly, and risks identified through appropriate policies and procedures. Neighbourhood priorities which require external partners may lengthen timescales on delivery or completion, but in these cases all stakeholders will be notified, and alternative solutions will be proposed and agreed.

Comments of the Statutory Finance Officer

28. As detailed above the neighbourhood priorities are supported by a £50k annual revenue budget.

Comments of the Monitoring Officer

29. There are no direct legal implications but a scheme on an individual basis might have legal implications, for example the need to comply with best value and contract procedure rules if a contract is awarded.

Report Author:	Email:	Telephone:	Date:
Bernie Heggarty (Neighbourhood Priorities Officer)	bernie.heggarty@chorley.gov.uk		22.1.2024

Furniture Poverty
New / Recycling White Goods and Furniture Scheme
Proposal Report

1.0. Introduction and Purpose.

- 1.1. The purpose of this summary report is to explore the plausibility of creating a Local Welfare Assistance (LWA) furniture and white goods provision scheme in Chorley. This would benefit residents that are experiencing Financial Hardship and Furniture Poverty through the current cost of living challenges. More comprehensive information about this can be found in **(Appendix 1)**.
- 1.2. The above issues first came to light in Chorley throughout the COVID Lockdowns, whereby numerous residents were requesting assistance to get new furniture and white goods and to date, no real adequate help has been available to properly address this issue.
- 1.3. In early 2021, Chorley Council's Emergency Assistance Grant, offered a very limited short-term solution, but it greatly helped the majority of the 70+ applicants who were able to buy new white goods and some new furniture with it. Furthermore, it also improved their quality of life at the time, which can be seen in points 8.0 - 11.4 (Emergency Assistance Grant Section) of the Financial Hardship Report 2021 – 2022 and Appendix 1 of the report. [Financial Hardship Report 2021 - 2022](#)

2.0. What Is Furniture Poverty?

- 2.1. On a national level, extensive research has been carried out by a third sector organisation called 'End Furniture Poverty' <https://endfurniturepoverty.org/> which is the campaigning and social research arm of FRC Group <https://frcgroup.co.uk/>; who for the last 30 years, have been providing furniture, both new and preloved, to people in other parts of the country that are living in Furniture Poverty.
- 2.2. End of Furniture Poverty Group defines 'Furniture Poverty' (including white goods), as the inability to access, or afford to buy or maintain, any household furniture or appliance item, that is essential to achieve a socially acceptable standard of living. They state that the impact of having no furniture and white goods can be devastating and detrimental in terms of social isolation, normal life function and finances.
- 2.3. Furthermore, they claim that additional funding provided by Government over the past 3 years, while welcomed, was redirected by the vast majority of local authorities to third party and community sector organisations, such as foodbanks; and a sizeable proportion appears to have been used to fund Free School Meals – leaving furniture provision severely neglected.
- 2.4. As the numbers claiming Universal Credit have doubled in some parts of the country, many more people struggle to replace broken appliances or buy a bed for their child. For those people escaping homelessness, or fleeing domestic violence and care leavers, who often have nothing, welfare schemes are a vital lifeline to prevent severe hardship and destitution.

- 2.5. End Furniture Poverty asked the Government to provide guidance to local authorities to ensure that at least 65% of LWA is used to provide furniture and white goods and to ensure that local authorities properly advertise the schemes, making them easily accessible on their websites. End Furniture Poverty believe that a long-term ring-fenced funding commitment will provide local authorities with the certainty they need to expand on existing schemes or, in those areas without a scheme, create one – and ensure the funding is not diverted to prop up other frontline services.

3.0. Local Welfare Assistance (LWA) Furniture and White Goods Services in Chorley,

- 3.1. Although there are no LWA's currently operating in Chorley, there are a couple of services that are worthy of note, operating in nearby authorities. They are Lancashire County Council (LCC) commissioned Social Enterprise Network (SELNET based in Preston) to deliver a Essential Household Goods Support Scheme and The Brick from Wigan, a multi-faceted third sector charity, who would like to expand their business / service into Chorley.
- 3.2. SELNET operate under the brand 'Under One Roof', which provides support for residents who need help to maintain or establish a home. The overall aim of this service is to support people to meet their immediate needs and to help them feel more secure and live more independently in the community. <https://selnet-uk.com/selnet-under-one-roof/>
- 3.3. The Brick Project offers numerous services to people who are homeless, in poverty or facing debt crisis; such as, an intervention service, debt advice support, food poverty, homelessness and housing support to name but a few. All other services will be highlighted in **(Appendix 1)**. <https://www.thebrick.org.uk/>
- 3.4. The recently launched 'Brick by Brick Project' deals with the cost of living crisis and will be a community donations hub, whereby Amazon and other companies can donate a wide range of surplus products and reach people directly through a network of charity groups and care professionals in the community including teachers, midwives and social workers.
- 3.5. The project will bring together the knowledge and network of The Brick, other local charities, and the logistics expertise and donations from Amazon. Further to this, they will receive product donations from other national and local retailers, to provide the right products at the right time. The project will provide an offer that meets the needs of families in the area, which includes essential items like bedding, toiletries, nappies, wipes, clothing, backpacks, home furnishings, lightings, and electrical products.
- 3.6. Furthermore, Amazon helped set-up the warehouse operations at the Brick-by-Brick Project site in Wigan with a contribution of pro-bono staffing, operations advice, and an initial cash grant of £100,000 to support the recruitment, salaries, and training of the team.
- 3.7. The Brick want to expand their service to Chorley and would use volunteers from Chorley in the process. To make this happen, they need a suitable sized storage facility (free of charge if possible), to store furniture and other household items; and further to this, they would like to partner with an established organisation from Chorley, that provides a similar type of service to their own. Chorley Buddies and Living Waters have recently expressed an interest in partnering with the Brick concerning the Brick by Brick Project.

3.8. More detailed information about SELNET and the Brick is captured in **(Appendix 1)**.

4.0. Findings / Conclusions

- 4.1. It is clear from the research carried out by the charity 'End Furniture Poverty', that there is an ongoing long-term national problem concerning Furniture Poverty. The regular ongoing Furniture Poverty enquiries to Chorley Council would support this assertion and this problem could be dealt with via targeted partnership intervention work via public, private and third sector services.
- 4.2. In terms of SELNET, it is quite difficult to access the scheme and it has a restricted budget and a small team to deliver it. The scheme mainly focuses on 12 Lancashire districts which makes it more diluted and reduces the opportunities for Chorley residents to access it.
- 4.3. With regards to the Brick, they have an excellent track record in this area of work and are keen to work in Chorley. They would offer an excellent and more expansive alternative, that could compliment the work of SELNET and fill any gaps of their more limited Furniture Poverty provision. This would create an increased local offer of support for Chorley residents.

5.0. Recommendations / Way Forward.

- 5.1. It is proposed that Chorley Council via its Communities Team, should play a key role in facilitating / coordinating any future partnership work between the Brick Project and Chorley Buddies and or Living Waters. This would bring much needed support to the borough and is something that would be of great benefit to Chorley residents. This could be in the form of a 12-month pilot scheme.
- 5.2. The above could include Chorley Council finding or providing a suitable building / base, free of charge for 12 months; such as an appropriately sized vacant shop in Chorley Town Centre, or a vacant warehouse close to the town centre.
- 5.3. The project could be monitored and evaluated qualitatively and quantitatively over its' 12 month duration and this could be done by recording the numbers of residents that have accessed the scheme and also via case studies from residents; recording how the scheme has improved their quality of life.
- 5.4. If Chorley Council were to support the above, there would be some financial implications, such as the loss of income and revenue for shop and warehouse letting. Furthermore, there will also be cost implications concerning council officers time, facilitating the partnership work between The Brick and Chorley Buddies and or Living Waters; and also for collating information, for monitoring and evaluation and for producing reports associated with the proposed project.

John Hill
April 2023

Appendix 1

Additional Information Concerning Furniture Poverty

1.0. 'End of Furniture Poverty Charity'

- 1.1. In October 2021, Charity Campaign End Furniture Poverty carried out extensive research into Local Welfare Assistance (LWA) – local authority-run schemes to support people in a time of crisis with grants and providing essential furniture and appliances. It is estimated that over 5 million people in the UK are living without at least one essential household appliance such as a cooker or a fridge freezer. <https://endfurniturepoverty.org/research/understanding-furniture-poverty/>
- 1.2. Research also revealed that someone needing to use a launderette can add approximately £1000 to the annual cost of washing your clothes.
- 1.3. End Furniture Poverty also published The Postcode Lottery of Crisis Support recently and it revealed since 2010, there had been an 86% decline in the amount spent on crisis support and 25 local authorities in England had closed their LWA schemes, leaving one in five people unable to access crisis support.
- 1.4. The picture is very different in the devolved nations where everyone can access a scheme. End Furniture Poverty found that in 2019/20, in England the per capita spend on LWA was just 64p, compared to £4.19 in Wales, £6.79 in Northern Ireland, and £6.88 in Scotland. The summary and full report can be found here <https://endfurniturepoverty.org/research/the-postcode-lottery-of-crisis-support/>
- 1.5. End Furniture Poverty examined the state of LWA provision and the additional support offered during the pandemic. Initial findings suggested that there are now more than 27 local authorities without an LWA scheme in England.
- 1.6. Claire Donovan, Head of Policy at End Furniture Poverty, said: *“Investing in local welfare schemes is not only the right thing to do, it can also create significant savings across the public purse. “Living in furniture poverty has a terrible impact on people’s mental and physical health, leading to increased NHS costs, and it can drive people into unmanageable debt as they try to access high-cost credit, leading to evictions and homelessness.* <https://endfurniturepoverty.org/2021/10/22/press-release-autumn-budget-must-provide-adequate-crisis-support/>
- 1.7. End Furniture Poverty report that The Government provided significant levels of emergency funding for LWA in response to the pandemic, therefore admitting that crisis support was underfunded and inadequate in many parts of the country. But spending deadlines and the lack of infrastructure in areas with a closed local welfare scheme, meant that in too many cases the funding did not reach those who most needed it.

- 1.8. Claire Donavon further explained that *“With the £20 cut to Universal Credit, the end of furlough, rising energy costs and the upcoming increase to National Insurance contributions, millions of people are struggling and while there is widespread support for food and utilities costs, there is little other support for furniture and white goods. “The grant-giving sector do a fantastic job, providing furniture and white goods to applicants, but they cannot shoulder the burden alone – people need properly funded Local Welfare Assistance schemes and we urge the Government do the right thing and make this crucial investment.”*

2.0. SELNET - Further Information

- 2.1. Lancashire County Councils Essential Household Goods Support Scheme is a non-statutory service that provides support for the people of Lancashire. The scheme is now contracted to SELNET for 3 years fixed term and is operating under the brand ‘Under One Roof’, which provides support for residents who need help to maintain or establish a home. The overall aim of this service is to support people to meet their immediate needs and to help them feel more secure and live more independently in the community. <https://selnet-uk.com/selnet-under-one-roof/>
- 2.2. Furthermore, SELNET / Under One Roof has 50 registered partners consisting of private, public and 3rd sector organisations and it is available to people that live in the administrative boundary of Lancashire County Council and operates across the 12 districts of the local authority. Residents from any unitary councils in Lancashire, are not eligible for support in this scheme.
- 2.3. The scheme is managed by a small team of 2 full time staff (including manager) and 2 part time staff and is accessible Monday to Friday 9.00am - 5.00pm (excluding Bank Holidays) and they give advanced warning of any disruption to service delivery. Under One Roof scheme aims to process applicants within 2 working days and aims to get furniture and white goods to applicants, within 10 working days.
- 2.4. SELNET admit that funding for this scheme is small / limited and that they need to apply for additional funding, to help improve the service. They would not disclose the amount of funding they have been allocated and neither would they disclose how much funding would be allocated to Chorley. The scheme is currently dealing with 30 applicants per week and struggles with capacity. As a result, Under One Roof must be used as a last resort only and to access it, an applicant must:
- Be aged 16 years or over
 - Live within the administrative boundary of Lancashire
 - Have no income or be on a low income, such as tested benefits
 - Be a priority group
 - Not have access to sufficient funds to meet their immediate needs or those of their dependents
 - Need to access essential household items to help maintain and establish a home
 - Be referred into the scheme by partner organisations

- 2.5. SELNET / Under One Roof work with re-use / upcycling organisations in Preston for access to good quality second-hand furniture (including beds) and they can also access brand new white goods when required. The scheme, however, cannot be used to purchase new carpets.
- 2.6. If residents are experienced other issues outside of the remit of the scheme, they will be directed to appropriate services to meet their needs.

3.0. The Brick Project - Further Information

- 3.1. The Brick Project in Wigan is a growing charity that offers services to people who are homeless, in poverty or facing debt crisis. As its name suggests, it provides a safe, solid building block for people in crisis to begin to construct a new life and become valuable members of society. The services run by the Brick Project includes a Crisis Intervention Service and Wigan's largest Food Bank. Both are managed by a small staff team but the main support to its service users is delivered by volunteers. <https://www.thebrick.org.uk/>
- 3.2. The Brick also operates statutory tendered projects offering support to people in their tenancies; ensuring people newly homeless, to move quickly into accommodation and ensuring that homeless people receive good health care and support if in hospital. Staff and volunteers at the Brick Project help people tackle the root causes of homelessness such as, debt, poverty and hunger.
- 3.3. Furthermore, it offers a huge range of services to people who are homeless, in poverty or facing debt crisis. This includes Crisis Intervention, Hospital to Home and Asset Coaching <https://www.thebrick.org.uk/project/asset-coaching-and-mentoring>
- 3.4. Other services within the project include the following:
 - [The Brick Shop](#) - is a charity shop selling donated goods, often to people on low incomes. The shop gives clothes free of charge to people referred by Wigan Council. The shop is one of the main hubs within its community
 - [The Brick Works](#) - offers training to increase the employment opportunities for people who are unemployed for a variety of reasons. This may include homelessness or recently housed people referred
 - [The Brick Giving](#) - aims to put an end to poverty and homelessness in Wigan and Leigh. Since the start of the COVID-19 crisis, The Brick has faced a reduction in donations and increased demand on its services from people in need. The Brick aim to continue supporting the community to ensure no one gets left behind
 - [The Brick Re-Use](#) - has been set up to help educate people in the Wigan Borough about recycling and re-use. They also turn unwanted goods into lovingly restored furniture for families in need

- 3.5. The Brick are currently in partnership with Wigan Council to provide welfare packages. They are contracted by Wigan Council to provide furniture and furnishings (second hand, except beds / cutlery / pots, pans, duvets and bedding which are all bought in new). The Brick sources stores and delivers all the items to families/individuals who are referred to the scheme. The scheme provides around 10 -15 furniture packages a month to people in need for a range of reasons, such as from fleeing Domestic Violence, to leaving care and moving into their first home, to people who might have lost everything in a fire.
- 3.6. In the above agreement, Wigan Council pay per item, plus a contribution to storage costs and also administration wages. There are no white goods supplied on this contract, but if people need them, they are put on a waiting list and the Brick gets the appliances for the individual who might pay between £30-40 for a cooker.
- 3.7. All the Brick's second-hand furniture and white goods are sourced from public donations and the electrical items are PAT Tested and checked before they are distributed, but they don't do any significant repairs. Any items that aren't reusable are scrapped. The Brick currently have around 30-40 people on a waiting list, as the demand is ever increasing.
- 3.8. The Brick are also contracted by Wigan Council to deliver a project called 'Final Finish' in which they refurbish void properties ready for their next tenancy. They paint, provide and put up blinds / curtains and re-carpet (ranging from flats to 4-bedroom houses) and are currently finishing 200 properties per year. The Brick also provide painting packs for tenants who want to do the work themselves and instructions.
- 3.9. Internal Welfare Packages are delivered by the Brick for people who might not be eligible for council support, for example someone who is moving out of emergency accommodation into supported accommodation. This includes the provision of second-hand stock, free of charge to these residents going through this process. The Brick have successfully procured funding previously from the Homeless Charity 'Crisis', to enable the purchase of brand-new white goods for people at risk of homelessness. Furthermore, they provide up to 5 Internal Welfare Packages per month.
- 3.10. With regards to the 3 retail shops run by the Brick in Wigan and Leigh, they describe them as community hubs which are stocked with pre-loved donated items and is a place where people can access affordable furniture and white goods. Depending on circumstances the Brick will also provide items heavily discounted or free of charge. The Brick are currently providing free books for all children, at all their shops and they are considering running similar schemes for clothes. One of the shops in Wigan specialises in electrical items and white goods.
- 3.11. The Brick provides affordable new white goods and they partner with 'Whirlpool' and can access very cheap white goods, that they store for people who want to pay in instalments. They market this process as a way of encouraging people to avoid payday loans and catalogue shops etc.
- 3.12. All of the above is also providing jobs, training and work experience placements for the 70+ people that the Brick currently support in Wigan and Leigh homeless emergency accommodation.

- 3.13. They have recently opened a new warehouse in Wigan which will enable them to offer more skills and accredited courses in logistics, stock control, fork lift truck driving etc so that they are more equipped to move away from homelessness and into a job and home of their own.
- 3.14. As part of that journey, once they have their property, they can continue to volunteer with the Brick and they can access the furniture welfare too, if they need it. The Brick has 140 volunteers and recently won the Queen's Award for Voluntary Service.
- 3.15. The Brick are also a part of the Reuse Network and have just been accredited to be an 'Approved Reuse Centre' (ARC) member which gives them access to returned stocks too from retailers such as Ikea, John Lewis etc, which will then feed back into the above areas.

John Hill
April 2023

**Neighbourhood Area Meeting – NW Parishes and Chorley North
7 February 2024**

Proposal for Euxton

I have been approached by a few residents of Euxton to see if we could provide a seating bench.

The area that we are looking at is the grass area at the corner of Highway Ave and Balshaw Lane. There are two mature trees on this land and it would be nice if we could put a round bench around one of the trees.

Councillor Danny Gee

Neighbourhood Priority – Proposal Form

We would encourage you to think about how the project could help achieve any of the below

- Provide opportunities to make communities healthier
- Provide help to keep neighbourhoods clean and safe
- Provide support for those experiencing financial hardship
- Provide opportunities that address food poverty
- Provide opportunities that address furniture poverty
- Provide opportunities for those experiencing mental health issues
- Provide opportunities to addresses social isolation
- Provide opportunities to enhance life skills of residents
- Provide support to overcome digital barriers and address gaps in provision
- Provide opportunities that help encourage residents to be more active

Please complete all sections with as much detail as available

Neighbourhood Area Group	NORTH WESTERN PARISHES & CHORLEY NORTH
Issue you would like to improve through this project (if applicable from above list)	The look and maintenance of the roundabout in Euxton Buckshaw as per the map below.
Suggested Project Give details of what you think could be delivered	<p>Following on from 2 other roundabouts, one done by EuxtonPC and one done through this Neighbourhood Scheme.</p> <p>To have a piece of artwork created to help the roundabout with an identity (example being the ‘Canon’ roundabout photo below for an example).</p> <p>Install a little planting scheme with low maintenance, possibly with colour or poppy plants.</p>
What are the expected outcomes? How will it enhance the life of people in the community?	Tidy attractive roundabout with a feature which will hopefully define it and help residents by giving it an identity and better look.
Is there any evidence you have that supports the outcomes you have identified?	Evidence not specific to this proposed roundabout but more on the roundabout previously finished (see pic below). It is now locally know as the ‘Canon’ roundabout. Its new name helps residents define a location, helps direct people around – it being a new and very large development this is useful for visitors from out of area, delivery drivers etc.
What other partners may need to be consulted in order to deliver the project	LCC highways for permission to place items on the roundabout.

	Consulting with the village in the Councils newsletter which goes to all houses in Euxton and Euxton Buckshaw. An article can go in March and/or June 2024 issues asking for response or opinions.
What are the anticipated costs of the project? Is it achievable within the budget?	A suggested scheme was put to EuxtonPC (see attached document). Costs - the silhouettes £95.00 each these are about 1400 high and made of 3mm galvanised steel powder coated; the poppies £66.00 each these are the same materials and are powder coated 3 times with the 3 colours. Suggested 3 silhouettes and up to 6 poppies – approx. cost artwork £1000, planting £1000.
Is there any funding identified from other sources towards the project?	Euxton Parish Council is willing to match fund Chorley Neighbourhood Workings input.
Do you feel can be completed by March 2025?	Yes
Any other information you feel relevant	

Euxton Buckshaw – roundabout indicated with a red circle



Please return completed forms to bernie.heggarty@chorley.gov.uk

Item 7

Roundabout position 2.

The fabricator has supplied some pictures of previous project he has done for consideration for this position. A couple of figures and a few metal poppies placed around (at different angles) could make a good display



7. Neighbourhood Working projects – funding contribution to 23/24 project and discussion of 24/25 projects

Roundabouts on Buckshaw

- ① Wicker canon (EPC)
- ② Empty
- ③ Deer Neighbourhood project CBC & EPC



Roundabout 1 on the map currently has EPCs wicker canon.

Roundabout 3 has Deers from the Neighbourhood Working scheme in 2023.

Wicker does not have a long life and this is now coming to the end of its life.

We could have this re-created in metal by the metal fabricator we use for the village signs. I have asked for a cost so we have a starting point for replacing the wicker canon.



Proposals for Buckshaw - A Street Art Wall for teens

I have attached photos of a wall that's an underpass at the top end of the train station (marked on the map). Given we have nothing in the area for older kids, and I loved the art wall in Coppull, I would like this area to be used as a street art facility. We can either have a project led by local teens where they design it themselves and will bring in help to assist them creating it as a permanent mural, or, have it as a blank canvas for art to be created by kids and then cleaned down every 6 months or once a year to start all over again. With both ideas we could have an "open day" style event to invite teens along, bring in an artist, probably some PCSO liaison as well, and use it as a means to engage with local teens to find out more about what they would like in the area. There can also be some form of rules set so that they will lose the facility if it is abused (at present there is nothing offensive on the wall and seems to have been used for the purpose of artwork over graffiti).

I also love what they did in Coppull and potentially we could have another wall (maybe the side wall of the community centre) for the younger children to design something to be professionally created. Given the village is quite a diverse community it would be nice to have something that demonstrated inclusion and kindness to all who live here.

Community Cafe

At present we have a councillor led community hub on Friday afternoons in the community centre which we are trying to expand to include a drop-in for local support services, a warm space, isolation prevention etc. With some assistance this could also expand more to include a small cafe service and perhaps some activities like knit and natter or services from Udevelop. There is a lot we can achieve with the time slot and space we already have but it needs officer assistance to make this happen and also help operate the service on Fridays. The local church are also keen to be involved in some way to assist with this.

Given the facilities that are already within the community centre, there would be very little expenditure needed. It is more about the officer support and coordination to bring potential partners together and arrange support services or signposting to be available to residents dropping in on the day.

Thanks

Cllr Samantha Martin
Councillor
Chorley Council



Large graffiti piece with purple, yellow, and orange colors, featuring a stylized eye and the letters 'OFF'.

Red graffiti tag consisting of a dense, scribbled pattern of lines.

Small white graffiti tag on the lower left side of the wall.

Additional graffiti pieces in yellow, purple, and blue extending along the wall towards the background.

