

MINUTES of Astley Village Parish Council meeting held Wednesday, 7 September 2016 at Astley Village Community Centre, Hallgate, Astley Village.

Present Cllrs A Bridge, R Fraser, I Handley, D Hope, C Lennox, L Lennox (Chairman), M Lynch, J McAndrew, K Robinson.
Clerk Mrs D Platt.

270.01 Apologies for Absence

270.02 Declarations of Interest – Cllr Lynch declared an interest in Westway Fields project.

270.03 Public Participation

RESOLVED: Council agreed to suspend standing orders.

Visitors from Chorley Council, Chorley Community Trust and the architects firm attended to present the Westway Fields and Brookfields proposal and take questions.

RESOLVED: Council agreed to restore standing orders.

270.04 Minutes of Meeting

RESOLVED: Minutes of the Council meeting of 6 July 2016 were accepted as a correct record and signed by the Chair with minor alterations.

270.05 Clerks Report

Members received the report. A further report had arrived regarding the empty property which was read out.

Members discussed sections of hedge-line along Chancery Road which are being removed for rear fences or back garden work. Clerk to chase Senior Officer at Chorley regarding action and an article for the newsletter.

The request from Chorley regarding the purchase of land behind properties on The Farthings was responded to that the Council objected to it being sold.

270.06 Statutory Business

108 Wymundsley application, Council had no response.

270.07 Financial Matters

i) Consider applications for payment made to the Council

RESOLVED: The following requests for payment/standing orders were approved.

£	24.00	Easy Websites	Monthly rental August
£	24.00	Easy Websites	Monthly rental Sept
£	214.33	Employee 1	Reimbursements
£	323.50	Employee 1	Salary September 16
£	79.63	Employee 2	Salary September 16
£	606.67	Employee 3	Salary September 16
£	80.80	HMRC	Tax & NI September 2016
£	323.30	Employee 1	Salary October 16
£	79.63	Employee 2	Salary October 16
£	606.67	Employee 3	Salary October 16
£	81.00	HMRC	Tax & NI October 2016

Clerk to check on unpaid advert fee and advert costs. Income to split precept and grant up.

ii) Approve financial monitoring statements.

RESOLVED: Council approved the monitoring figures.

iii) Receive and approve the Annual Return and report from the External Auditor.

RESOLVED: Council agreed to Receive and approve the Annual Return and report from the External Auditor.

iv) Banking arrangements

Clerk informed that, the Barclays account could be made into an internet banking account also, and this could offer the facility for the Clerk to input payments and one of the signatories to sign in and approve the payments, after the meeting has authorised them.

RESOLVED: It was agreed to open a Barclays Internet account with the two signatories as the two authorisers', to update the Financial Regulations to reflect the change in authorisation procedure, to close the Unity bank account as soon as Barclays is up and running.

270.08 Review the effectiveness of system of Internal Audit, and Internal Audit Plan

RESOLVED: Council reviewed and amended the two documents and agreed to adopt them.

Clerk to ask the current Internal Auditor if he can carry out next years' Internal Audit.

270.10 Financial Risk Assessment review

RESOLVED: Council reviewed the Risk Assessment document and made adjustments and agreed the revised document.

270.09 Christmas Event Planning

Clerk to ask Parklands band for dates and also more songs, if not available try St Michaels. First or second week of December, prefer w/c 12 December – then ask the Ladies of the WI if they can help. More provisions will be needed, more carol sheets which we will do this year to ensure supply.

Newsletter

Westway article – ask the speakers

Christmas carol singing details, Councillor vacancy, new seats around the village and photos

Hedge-line along Chancery – ask Neighbourhood officer

ML Bus Review – when it is out

Update on beds and planting

Parking issues CL update

LL updates, school signs

Coppull Parish Council had asked if the Council wished to join in with a joint parish council letter condemning the A&E closure and asking for it to be re-opened – agreed.

270.11 Environment Reports

Missing seat between Long Croft Meadow and Deerfold – follow up replacement with CBC. Order new seat.

A meeting with Chorley Officers in the village was reported. Personnel Committee agreed to organise a meeting with a walkabout in the village centre with the Village Caretaker to take place before it.

The litter around the shops and Great Meadow is worsening, Clerk to write to Places for People. This will be discussed also at the Personnel Committee meeting.

The three trees planted between Long Croft Meadow and Studfold in the wet grass verge are dying – report to Chorley.

A proposal was made to move the planters to more prominent places – the Personnel Committee will pick this item up in their walkabout.

Potholes in the tarmac at the entrance/exit to the rear shot car park – Clerk will report.

270.12 Reports from Councillors who represent the Parish Council on Other Bodies

Three Tier Forum LL reported from the meeting which discussed the new structure, the LCC proposed closures and grass cutting. Next meeting 19 October. Cllr Hope will attend.

Astley Village Advisory Committee KR reported that the lake fish will be re-stocked, the bandstand idea has been discontinued.

Friends of Astley Park JMcA reported the lower fountain has been discovered and a project is being worked on to get a grant to re-instate it, 30 more bat boxes will be installed.

Green Team – RF had submitted an update report to the meeting.

Take off future agenda the PACT meetings and Green Team.

270.13 Matters for information

The Chairman declared the public part of the meeting closed.

2016 meeting dates: 7pm Wednesdays: 2 November 2016.

4 January 2017, 1 March, 3 May, 5 July, 6 September, 1 November.

9.30