

## **Blackrod Town Council**

### **Minutes of a Meeting of the Blackrod Town Council held in the Council Chamber, Blackrod Library/Council Services on Monday 6<sup>th</sup> June 2016**

#### **Present**

Councillor. Mrs Ann Cunliffe ( **Chairman**)

Councillors: Mr A Bury (Snr)  
Mr S Batchelor  
Mrs I Seddon  
Mr S Laycock  
Mr G Farrington  
Mr M Hollick

**Also Present:** Mrs S Lowis (**Town Clerk**) and 8 members of the public

#### **1. Apologies for Absence**

Apologies were received from Councillor Mrs Barrow and Councillor Bury (Jnr) and the reasons for absence noted and accepted.

#### **2. Minutes of Meeting of the Town Council held on Monday 25<sup>th</sup> April 2016**

It was moved by Councillor Bury (Snr) and seconded by Councillor Mrs Seddon and voted in favour and

#### **Resolved.**

- 1. That the minutes of the meeting of the Town Council held on 25th April 2016 be received and signed as a true and accurate record.**

**Minutes of the Annual Meeting held on Tuesday 3<sup>rd</sup> May 2016**

It was moved by Councillor Mrs Seddon and seconded by Councillor Hollick and voted in favour and

**Resolved**

1. **That the minutes of the Annual Meeting held on Tuesday 3<sup>rd</sup> May 2016 be received and signed as a true and accurate record.**

3. **Declarations of Interest:**

Councillor Mrs Cunliffe exercised her right not to speak on any planning applications so as not to lose her right to speak on any applications when submitted to Bolton Planning Committee.

4. **Appointment of Working Groups/ Outside Bodies (Deferred from the Annual Meeting)**

At the request of the Town Clerk, following the absence of members who may be involved or like to be involved it was proposed by Councillor Farrington and seconded By Councillor Batchelor and

**Resolved.**

1. **That the above item be deferred until the meeting of the Town Council on 4<sup>th</sup> July 2016.**

5. **School Placement Issues**

Following a request by members and residents for the issue of primary school reception pressures to be placed on the agenda for discussion, Council members received a presentation given by Mr Ged Kelly, programme Manager at Bolton Council. The presentation included the number of pupil projections for Blackrod between now and 2020/2021: the issues raised regarding 1<sup>st</sup> preference numbers, school intake criteria: increases in capacity being given for September 2016 and acknowledgement of a consultative process to take place regarding the permanent expansion of Blackrod Primary from 30 to 45 places. The presentation also made reference to additional expansion across Bolton West Primary Schools as a result of the possible new housing development at the Horwich Loco Works.

The Town Mayor and members thanked Mr Kelly for his informed presentation and the Town Mayor, Councillor Cunliffe summarised the presentation to members of the

council by stating that Blackrod is privileged to have 2 excellent primary schools, who receive accolades such as Outstanding (Blackrod Primary) and Good with Outstanding Features (Blackrod Church School) from Ofsted. Councillor Cunliffe also spoke about Blackrod Church School having one of Bolton's few units for children with complex needs and that she, together with Blackrod Town Council feel incredibly proud of the contribution Blackrod Primary Schools give to the community. This message was heartily agreed by all present.

**6. Planning applications (Received from the Meeting of the Town Council Planning Committee held on 6<sup>th</sup> June 2016)**

It was moved by Councillor Farrington and seconded by Councillor Mrs Seddon and agreed by all and

**Resolved**

- 1. That the following planning applications, details of which had been previously circulated to members and considered and voted on at the meeting of the Town Council Planning Meeting held on 6<sup>th</sup> June 2016, together with comments made, be duly noted.**
- 2. That prior to Councillor's considering each application at the Planning Committee Meeting, members of the public were given the opportunity to speak to the Town Council on any particular planning application as listed.**

<b>95652/16</b>	<b>458, Manchester Rd</b>	<b>change of use holiday let To residential dwelling</b>
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Councillors considered some aspects of the planning application and requested an email be sent to Bolton Planning for clarification and advice on their query. *( following an email from the planning officer advising council members in regard to their query) members offered no comment in response to this change of use application, leaving the decision to Bolton Planning.*

<b>96495/16</b>	<b>266, Manchester Rd</b>	<b>erection of porch at Front and single storey Ext at rear.</b>
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Councillors considered the application and gave no comment in its regard

<b>96322/16</b>	<b>Hilldene, Little Scotland</b>
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Councillors discussed the proposal and gave no comment in regard to the application

<b>96491/16</b>	<b>18, Blackhorse Street</b>	<b>prior notification For a proposed larger Ext at rear</b>
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**Council members gave no feedback on this application.**

<b>96481/16</b>	<b>7, Highfield Rd</b>	<b>erection of single Storey rear ext.</b>
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**Councillors gave no comment in regard to this application**

<b>96381/16</b>	<b>7, waterhouse Nook</b>	<b>retention of shed &amp; decking at rear</b>
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Councillors felt that this was that of a retrospective planning application with the work already carried out and that decisions were difficult to make without a site visit and without hearing consideration from neighbours in nearby houses. Councillors suggested Bolton should carry out a site visit to the property and voted to request advice from the planning officer regarding dimensions/ proximity to nearby properties. A request for a deferment until advice was given on above was made.

*(following advice from Bolton Planning that a site visit had been carried out by Bolton and that objections/ comments from neighbours would be given due consideration and that amended dimensions and measurements had been considered and it was the intention of the applicant to lower the decking, councillors elected to leave the application to be dealt with by planning.)*

## **7     Planning Decisions**

### **Resolved**

**That the list of planning decisions and conditions made by Bolton Council, copies of which had been previously circulated are received and noted.**

## **8.     Planning Correspondence/ Items on planning matters.**

**Hill lane Planning Application**

**Appeal Decision**

The Town Clerk informed members of the appeal decision, previously circulated, that had been reached in respect of a planning application on Hill lane.

**Resolved.**

**1. That the papers and information contained be received and noted.**

**Entrance/ Exit Industrial Estate**

**Verbal Update.**

The Town Clerk gave council members an update in regard to the planning application to widen this opening.

**Resolved.**

- 1. That the update be received and noted**
- 2. That the Town Clerk continues to monitor the progress and report back further developments on the matter.**

**9. Public Participation**

**Resolved:**

**That the meeting be adjourned for 15 minutes to allow for public participation**

A member of the public spoke to members in regard to the recent planning application for Blackhorse Street (95926/16) which had received approval at Bolton Council's recent planning meeting. The residents raised issues some of which were covering

- Bolton Council ignoring their own policies (developing Blackrod Centre: Parking requirements)
- Inaccurate measurements on the proposed plans
- Entrance and exit yellow lines not forming part of the proposal and car parking spaces
- Alternative uses for the site in question
- Conflict of interests
- Delays regarding neighbourhood plans.

The resident requested answers from both the Town Council and Ward Councillors where possible.

***(Though not an agenda item at the meeting, the Town Clerk stated she would research the points in questions/ officers reports and bring them back to the Town Council as an update when completed)***

Another resident queried a planning application submitted by herself two months earlier which had not been approved by Bolton Planning and asked if she was able to add few points in regard to the planning application. Members heard the list of issues

that the applicant had over her planning application being turned down but had to advise the resident that this application had been heard at an earlier meeting and had since been to Bolton Planning and that her issues should be addressed with Bolton Planning Officers.

**Resolved.**

- 1. Members of the public were thanked for their contributions by the Chairman on all matters.**

**10. Correspondence**

There was no additional correspondence for this meeting.

**11. Cemetery Clock Additional Update(Brought forward from the Annual Assembly)**

The Town Clerk advised members that following their approval to purchase a new Cemetery Chapel Clock, she had liaised with the officer in Bolton in its respect and an agreement had been reached for the costs to be shared between Blackrod Town Council and Bolton Council, giving a considerable saving from Town Council funding. The item had come back to the Town Council to note the change to the actual costs.

**Resolved.**

- 1. That the update item be received and heard**
- 2. That the Town Clerk liaise with the officer from Bolton with a view to ordering the new chapel clock**
- 3. That the Town Council note the new associated costs and thank Bolton Council for their kind offer.**

**12. 4<sup>th</sup> Quarterly Financial Account Reconciliation**

The Town Clerk provided members with a current financial update, previously circulated for the period ending 31<sup>st</sup> March 2016. Councillor Laycock asked if the bank statements could be amended to include payees names against cheque numbers. However, the Town Clerk advised that she would rather not touch the official bank statements but would alter the monthly schedule of payments to include the cheque numbers in addition to that already detailed which included Payee name, amount

paid and activity if this would assist further. Other members asked if this would be added work but the Town Clerk indicated that it was a manageable task on the monthly schedule. It was proposed by Councillor Hollick and seconded by Councillor Laycock and

**Resolved**

- 1. That the 4<sup>th</sup> Quarterly Accounts for 2015-2016(end of year) be received and noted.**

**13. HGV Movement through Village**

The Town Clerk gave an update to members in connection with concerns raised regarding the movement of HGV vehicles through the village. DVSA.GOV.UK had been in touch with the Town Clerk and advised that they had contacted the local driving test managers for Chorley and Atherton and could confirm that

- A request has been placed in test centre waiting rooms informing other training bodies that they should cease practicing in the Blackrod Area
- That they have taken Blackrod off the test routes to save further deterioration of road surfaces and traffic size

Members were delighted to hear this news from the Government Office and hoped that the residents are able to notice the difference this would make to vehicle movement through the village.

**Resolved**

- 1. That the information be received and noted**

**14. CPRE Membership**

Councillor Laycock asked council members to consider becoming a member of the CPRE (Campaign to Protect Rural England) Association, which could provide assistance in the future by way of training opportunities as well as keep the Town Council up to date with current items. The Town Clerk informed members that costs of membership would currently be £36 per annum. Members thought this fair and it was therefore proposed by Councillor Laycock and seconded by Councillor Batcheloe and voted in favour and

**Resolved.**

- 1. That the information be received and noted**
- 2. That the Town Council agree to joining the organisation with associated costs**
- 3. That the Town Clerk organise the project ongoingly.**

**15. Donation Request**

The Town Clerk gave members a request for a donation in regard to Scouts attending an International Jamboree in Finland. The Town Clerk advised members that they had already supported a similar initiative for a local scout and that this event included several more members of the Scout movement to an event being held on a much larger scale. The Town Clerk advised that a financial donation could be considered and a figure of £100 was suggested. It was therefore proposed by Councillor Farrington and seconded by Councillor Hollick and voted in favour with one abstention and

**Resolved.**

- 1. That the request be received and noted**
- 2. That a figure of £100 be donated to the Scouting Organisation for the event for which it was intended.**
- 3. That the Town Clerk liaise with the group to organise payment of the donation.**

**16. 2016-2018 Council Employees National Salary Awards**

Following receipt of information already circulated to members in regard to the pay award for council employees for the 2016 and 2017, it was proposed by Councillor Farrington and seconded by Councillor Laycock and voted in favour and

**Resolved.**

- 1. That the information be received and noted**
- 2. That the agreed points for the 2016 & 2017 pay award be implemented from 1<sup>st</sup> April 2016 and April 2017**

**17. Neighbourhood Plan Monthly update**

Councillor Bury(Snr) gave a monthly report , previously circulated, on activities associated with the development of the Council's Neighbourhood Plan and current position. Councillor Laycock reiterated his request that timescales be shown where applicable on any strategy or planning item. Councillor Bury (Snr) spoke again of the need for community involvement in the development of the Plan and how it would form part of a wider picture of development within Blackrod. The Chair added the thanks of the Town Council for the commitment that Councillor Bury (Snr) was giving to the project and the volume of work which had gone in to the project to date, which was given a resounding note of thanks by all council members present.

**Resolved.**

1. **That Councillor Bury continue the progress he is making and continue to give monthly updates ongoingly.**

**18. Infrastructure (Blackrod)**

Councillor Laycock indicated that as the topic of the Neighbourhood Plan had been discussed and detail noted that the topic of infrastructure had been covered in the short term Councillor Laycock also commented on the issue off parking facilities within Blackrod both within the village and in light of current planning applications asked member to consider a motion that the Town Council write to Bolton Council to invite them to review their current public parking policies(Minimum and maximum numbers) It was proposed by Councillor Laycock and seconded by Councillor Batchelor and voted in favour and

**Resolved.**

1. **That the motion and comments from Councillor Laycock be received and noted**
2. **That the Town Clerk write to Bolton Council to request sight of their current public parking policy.**

**19. Councillors to approve the Town Council's Statement of Accounts/ Annual Return for the Financial Year 2015-2016**

Members considered the Annual Statement of Accounts for the year ending 31<sup>st</sup> March 2016, copies of which had been previously circulated, following the completion of the first stage of Audit, which had found no issues to comment upon. It was proposed by Councillor Farrington and seconded by Councillor Hollick and voted in favour by all and

**Resolved.**

1. **That the Annual Governance Statement be approved and completed and signed.**
- 20.** Members considered the Annual Accounting Statement for the year ending 31<sup>st</sup> March 2016, copies of which had been previously circulated, following completion of the first stage of Audit, which had raised no issues. It was proposed by Councillor Farrington and seconded by Councillor Mrs Seddon and voted in favour by all and

**Resolved.**

1. **That the Annual Accounting Statement be approved, completed and signed.**

**21. Post Office Update**

The Town Clerk read a letter, previously circulated, from the Post Office General in response to a query raised by residents and council members regarding the future of the post office in Blackrod. The letter confirmed that the Post Office Services were looking for a new operator to provide the service in the village and were discussing the business opportunity with a number of potential new partners for the branch. The letter dispelled the rumour that the post office service was being withdrawn in Blackrod.

**Resolved**

- 1. That the information be received and noted**
- 2. That an announcement should be put in the next Newsletter edition.**

**22. Waste Bin Update**

The Town Clerk advised members that further to members requests to confirm purchase of some additional waste bins in the village for various locations, advices had been received from the Department of Place in Bolton Council advising that although waste bins could be ordered, there was currently no capacity for the emptying of the additional bins, leaving the request uncompleted. The department confirmed that one of the current bins would be placed at its new location on Station Road but until a review had been completed by Bolton, no new bins could be relocated or resourced.

**Resolved.**

- 1. That the information be received and noted**
- 2. That the Town Clerk will continue to liaise with the appropriate personnel in Bolton in order to ensure any spare bins found will be relocated to Blackrod.**

**23. Rubbish Collection on the A6**

Councillor Laycock informed members of the ongoing issue with rubbish along the A6 bypass road, which is a subject which is often raised. Following discussion on Health and Safety of collectors and employment opportunity for this type of work, it was proposed by Councillor Hollick and seconded by Councillor Laycock and voted in favour and

**Resolved.**

- 1. That the issue regarding rubbish in the village be received**
- 2. That the Town Clerk contact the YOT teams to see if this type of facility is still facilitated by their groups**

**24. Roads and Footpaths & Maintenance Issues**

**Council members detailed areas of concern, which included previously identified issues as well as new areas including-**

Hillside Avenue	Overgrown verges needing cut
Hill lane	Rubbish being dumped
Grass verges on exit from Grimeford Lane	needing cut
Boxes dumped opposite shops in village	
Scot Lane	requires length of grass cutting

*The Town Clerk reminded council members that reports to the relevant departments could be given direct by Council members and residents alike and that councillors did not have to wait to report any issues through a council meeting.*

**Resolved.**

- 1. That the information be received and reported.**

**25. Finance**

It was moved by Councillor Lycock and seconded by Councillor Hollick and voted in favour by all and

**Resolved**

- 1. That the Chairman, Clerk and two members sign an authorisation amounting to £4115.51 (four thousand one hundred and fifteen pounds 51p) dated 6<sup>th</sup> June 2016.**
- 2. That the Council authorise the payment of cheques as listed.**

**26. Site Visits**

No site visits were diaried.

**27. Other Matters/ Future Agenda Items**

### **Other Matters**

Councillor Farrington asked if a response had been received regarding the appeal on the opening (widening) from the Industrial Estate. (*The Town Clerk confirmed that the matter is being monitored by Bolton Planning*)

### **Agenda Items**

A motion concerning planning application 95926/16 (Councillor Laycock and Town Clerk

Flowers (Equipment) in the village (Councillor Farrington & Town Clerk)

## **28. List of Outstanding Correspondence**

### **Resolved**

1. That the list of outstanding correspondence be received and noted

## **29. Reports from Ward Councillors**

None present

The next meeting of the Town Council was confirmed as the 4<sup>th</sup> July 2016 at 7pm.

The meeting closed at 9.25pm

Signed.....Chairman

