

**1<sup>st</sup> March 2017**

**YOU ARE DULY SUMMONED** to a Meeting of the Blackrod Town Council to be held in the Council Chamber, Blackrod Library/Council Services on **Monday 6<sup>th</sup> March 2017** commencing at **7.00 pm.**

**Signed**

**Town Clerk**

**A G E N D A**

**1. Prayers**

**2. Housekeeping**

*Prior to the commencement of the meeting the newly elected member for the North Ward, Mr John G Price, will make the Declaration of Acceptance of office in the prescribed form to the Town Clerk and Proper Officer of the Council.*

*The newly elected member will then take up his seat at the Councillors Table and the full meeting will commence.*

**3. To receive apologies and to approve the reasons for absence.**

**4. To submit for signature and accuracy, the Minutes of the proceedings of the following meetings:**

**1. Meeting of the Town Council held on Monday 6<sup>th</sup> February 2017**

**5. To record Declarations of Interest from members, in any item to be discussed (members are requested to declare any interest they may have in the business set out on the Agenda, to which the Code of Practice appears)**

6. The Chairman of the Council to adjourn the meeting of the Town Council and request Councillors present to attend the meeting of the Town Council Planning Committee.  
**(Refer to Agenda for Meeting of the Town Council Planning Committee 6<sup>th</sup> March 2017 )**

7. The Chairman of the Council to re-convene the meeting of the Town Council .

8. Councillors to agree the comments made from the meeting of the Town Council Planning Committee held on 6<sup>th</sup> March 2017

9. Councillors to consider their response, if any, to the following **correspondence/ items relating to various planning matters** and discuss any matters arising where appropriate

**Chorley Council**

**Draft Central Lancs employment skills  
Supplementary planning consultation  
*(this item was deferred from last meeting  
To allow time for members to offer comments***

10. To adjourn the meeting for approximately 15 minutes to allow for Public Participation

**(Councillors Please note: Members of the public present may put questions or make observations regarding matters in relation to the Parish. However, can I remind all members that questions or matters raised do not require any response from members nor should matters not on the Agenda be debated since no decision can lawfully be made during this time.**

11. **Councillors to receive correspondence & consider relevant actions**

**ST Katharines Church**

**Letter of thanks**

**Former resident**

**Memorial bench**

- 12. Councillors to receive an update in regard to the Blackrod Neighbourhood Plan. (attached) (Cllr Bury Snr)**
- 13. Councillors to discuss a Housing Needs Assessment for Blackrod(Councillor Bury(Snr))**
- 14. Councillors to consider and give nominations for the Deputy Mayor Elect for 2017/2018 (deferred from last meeting)**
- 15. Councillors to debate the installation of a railing support for the bottom of the cenotaph (Councillor Hollick)**
- 16. Councillors to further debate improvement of communication and form of communication between the Town Council and the elected Ward Councillors. (Councillor Batchelor)**
- 17. Council members to renew their adoption of council policies and procedures in place to date which include:-**
  - Risk Assessment Policy**
  - Grant Awarding Policy**
  - Internal/ External Audit Procedure Policy**
  - Health & Safety Policy**
  - Freedom of Information Fees Policy**
  - Grievance Policy**
  - Anti Harassment Policy**
  - Disciplinary Policy**
  - Equality Duty Policy**
  - First Aid at Work Assessment Policy**
  - Complaints Procedure Policy**
- 18. Councillors to consider the condition of various roads and footpaths and to receive any correspondence or updates thereon.**
- 19. Finance – 1. That the Chairman Clerk and two Members sign an Authorisation amounting to £5219.59( five thousand two hundred & nineteen pounds and 59 p and dated 6<sup>th</sup> March 2017**

2. That the Chairman, Clerk and two members sign a transfer of £5000.00 from the Deposit Account to the Main Account
3. That the Council authorise the payment of cheques as listed

**20.** Councillors to arrange Site Visits if requested

**21.** Councillors are requested to use this opportunity to report minor matters of Information, not included elsewhere on the Agenda, and to raise items for future Agendas. (**Councillors are respectfully reminded that this is not an opportunity for debate or decision making**)

**22.** Councillors to receive a list of pertinent correspondence, updated from previous meetings and include items sent up to the February meeting. (**see attached**)

**23.** Councillors to receive verbal/ written reports from Ward Councillors if present on matters which have not been included on this Agenda and of interest to Blackrod Residents.

**24.** To confirm the date for the next meeting of the Town Council Meeting **as Monday 3<sup>rd</sup> April 2017 at 7pm.**