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## **Blackrod Town Council**

### **Minutes of an Extraordinary special Meeting of Blackrod Town Council held on Monday 1<sup>st</sup> June 2020**

*For the purpose of accountability and transparency, the items included in these minutes from the special meeting have followed the guidelines issued under the Coronavirus Act s78 in that provision has been made for members to participate in a meeting without all being together in the same place.*

#### **Present by agreed provision.**

Councillor. Mr J Price ( **Chairman** )

Councillors Mr A Bury  
Mr G Farrington  
Mr N Bell  
Mrs S Baines  
Mrs S Gaskell  
Mr M Hollick  
Mrs I Seddon

**Also Present:** Mrs S Lowis ( **Town Clerk** )

#### **18 Apologies for Absence**

All members of the Town Council were present through their comments for the meeting

#### **19. Declarations of interest**

There were no declarations of interest.

**20. Matters arising from previous minutes.**

The Town Clerk noted that there were no matters arising from the minutes which had been previously circulated.

**21. Planning Applications.**

It was moved by Councillor Farrington and seconded by Councillor Price as Chairman and agreed by all and

**Resolved.**

- 1. That the following planning applications, details of which had been previously circulated and voted on at the planning section of the extraordinary meeting held for the 1<sup>st</sup> June 2020, together with comments made be duly noted.**
- 2. That prior to Councillors considering each application due to the format of the meeting due to the Covid19 regulations no members of the public had asked for an opportunity to speak on any particular planning application as listed on the Council noticeboard.**

<b>08268/20</b>	<b>149 New Street</b>	<b>change of use of ground Floor from residential to Retail incl storage space (in conj with No 151)</b>
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Councillors considered the application for the change of ground floor residential to retail with the only concern being the parking associated with the pavement outside, where shoppers tend to park and which can cause obstruction to the entrance to the general car parking facility next door. As the increase in development could possibly increase the number of cars parking illegally on the yellow lines and pavement in front of the shop, Councillors would like to see a condition placed on the application if approved that bollards are installed to the frontage of the shop to deter dangerous parking.

<b>08276/20</b>	<b>Huyton Fold</b>	<b>Erection of part 2 storey/ part 1<sup>st</sup> floor ext to front side and Rear incl balconies at rear Alterations to windows and Roof together with replacement Of 2 detached garages.</b>
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Councillors offered no objections to the planning application

**08343/20**                      **9, Greenbarn Way**                      **Erection of conservatory  
At rear.**

Councillors offered no comment.

**06233/20**                      **Horwich Loco Works**                      **Creation of new access to  
Station Rd & associated works  
To serve the former loco works  
Site.**

Councillors noted that they had already offered extensive objections to the overall plans associated with the planning application but in relation to the amendment which detailed a drainage amendment no additional comments on this item were detailed..

22. **Planning Decisions**

**Resolved.**

1. **That the list of planning decisions and conditions made by Bolton Council copies were received and noted.**

23. **Minutes of the extraordinary meeting of the Town Council held on Monday 4<sup>th</sup> May 2020**

It was moved by Councillor Farrington and seconded by Councillor John Price as Chairman and voted in favour and

**Resolved**

1. **That the minutes of the extraordinary meeting of the Town Council held on 4<sup>th</sup> May 2020 be received and signed as a true record.**

**24. Planning Correspondence/ Items on planning matters.**

**Bolton Council**

**Repairs on Little Scotland  
(Infor already sent)**

**Resolved**

**That the information in regard to the repairs be received and noted.**

**25. Public Participation**

*Due to the nature of the extraordinary meeting there was no public participation or verbal requests from the public.*

**26. Correspondence**

**Local Resident**

**Concerns of damage at Community Centre**

The Clerk provided members with information that residents had advised their concerns in relation to dangerous litter being left at the Community Centre, such as helium cartridges and broken glass. The Town Clerk advised members that she had been in touch with both the PCSO's for the area and the Centre Manager who advised that the litter had been removed and the area cleaned. The PCSO's also advised that they would also make a point of riding round the area in order to assess if anything criminal was taking place.

**Resolved**

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

**Scarecrow Committee**

**Donation Received.**

The Town Clerk advised members that the Scarecrow Committee had donated a sum of £600 to the Town Council towards the costs of a bench for the newly improved area on Blackhorse Street. It was moved by Councillor Price and seconded by Councillor Bury and thanks expressed by all members and

### **Resolved**

1. That the donation of £600 be gratefully received towards seating on Blackhorse Street  
**Resident Complaint** **Blackrod Post Office/ Spar**

The Town Clerk provided members with a complaint in regard to the service at the local Blackrod Post Office, and provided members with an update and a copy of the written responses from the Post Office.

### **Resolved.**

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

### **27. End of year Quarter. Audited Financial Accounts Reconciliation.**

The Town Clerk provided members with a copy of the current year end audited financial accounts for the period ending 31<sup>st</sup> March 2020. It was proposed by Cllr Bury and seconded by Councillor Price as Chairman and voted in favour by all and

### **Resolved.**

1. **That the information be received, noted and approved with no matters arising**
2. **That the Town Clerk receive thanks for her due diligence and tenacity in the work involved in bringing the year end figures and audit report to the appropriate conclusion, particularly in this current climate.**

### **28. Update My Space Housing**

The Town Clerk provided a further update in relation to the new provision which is moving to New Street and provided members with copies of documents issued by the new organisation. The Town Clerk outlined to members that the new business would like to develop communication channels in the village as well as with the Town Council, with only the current Covid regulations putting some restrictions on that development. The Town Clerk asked members to provide her with any other suggestions as to how to move this item on with regard to supporting all concerned.

### **Resolved**

1. **That the letter and information from the new provider be received**
2. **Members to contact the Town Clerk with any additional thoughts they may have on the facilitation of the new project and the local community.**

**29. Approval of the audited Town Council's Statement of Accounts and Annual Return (AGAR) for the financial year 2019-2020 ending on 31<sup>st</sup> March 2020**

**Part 1 Annual Governance Statement**

Members considered the Annual Statement of Accounts Auditors report for the year ending 31<sup>st</sup> March 2020, copies of which had previously been circulated following the completion of the final stage internal audit. Audit found that there were sound systems for internal controls in place including preparation of Accounting Statements and there were no issues to comment upon. It was therefore proposed by Councillor Bury and seconded by Councillor Mrs Gaskell and in keeping with appropriate practice voted in favour by all and

**Resolved**

- 1. That the Annual Governance statement be approved by all and completed and signed by the Chairman and Town Clerk.**

**30. Part2 Annual Accounting Statement**

Members considered the Annual Accounting Statement for the year ending 31<sup>st</sup> March 2020 copies of which had previously been circulated following completion of the final stage audit, which had found no issues. It was proposed by Councillor Mrs Seddon and seconded by Councillor Bell and in keeping with appropriate practices voted in favour by all and

**Resolved.**

- 1. That the Annual Accounting Statement be approved, completed and signed by the Chairman and the Town Clerk.**

**31 Nightingale Gardens Query**

The Town Clerk advised members that she had received a copy of a letter from a resident of Nightingale Gardens, which was sent from a solicitor requesting that they form a management committee to take care of the garden area identified on their leases, which formed part of the Nightingale garden development. The Town Clerk also advised that she was dealing with other aspects of items in connection with Nightingale gardens but on the matter that the resident had advised it would be the

Town Clerk's recommendation to members that the request that the individual resident had raised – in that the Town Council take over the management of the area in question – be considered but declined due to the legal matter over leasing terms and owner's deeds. It was proposed by Councillor Bury and seconded by Councillor Mrs Gaskell and voted in favour by all and

**Resolved**

- 1. That the information be received and considered**
- 2. That the request for the management of the area to be taken over by the Town Council be declined**
- 3. That the Town Clerk convey the decision to those that required the information.**

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

Councillors advised that due to the current circumstances they had made their own arrangements to advise Bolton Council of repairs required for roads.

**Resolved.**

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

**33. Finance**

It was moved by Councillor Farrington and seconded by Councillor John Price as Chairman and voted in favour by all and

**Resolved**

- 1. That the Chairman, Clerk and two members sign an authorisation amounting to £7852.92 ( seven thousand eight hundred and fifty two pounds 92p) dated 1<sup>st</sup> June 2020**
- 2. That the Council authorise the payment of cheques as listed**

**34. Site Visits**

**No site visit were arranged other than those in connection with ongoing works at Blackhorse Street (Garden area) which are continuing to be constructed and developed.**

***(Councillors were also requested to examine themselves any planning application areas on-going to aid feedback as required on applications)***

**35. Other Matters/ Future Agenda Items for consideration**

No agenda items were reported

**Other Matters.**

The Town Clerk advised that the current contingent of Libraries and Museum Staff from Blackrod Library have now all finished working at the library. The Town Clerk stated that she had sent flowers and a card to the retiring Senior Librarian on their behalf and that as of yet No new appointments had been identified. The Library will unfortunately continue to be closed until further notice.

**36. Ward Councillor Updates.**

As previously agreed in the current climate Ward Councillor updates will be circulated as and when they are received to enable information to reach members as soon as is convenient. As they have not been read at the extraordinary meeting they are not included in the minutes but are noted as received and circulated.

Cllr Mrs Baines  
Cllr Wright

**37. The next extraordinary special meeting of matters of the Town Council was confirmed as being conducted by 6<sup>th</sup> July 2020 unless otherwise informed and the Town Clerk will advise members of any Agenda items or matters for discussion in the week prior to that date.**

**Signed.....Chairman**