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## Chief Executive's Office

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Date: 13 March 2007

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**Chief Executive:** Donna Hall

**Chorley**  
Council

Town Hall  
Market Street  
Chorley  
Lancashire  
PR7 1DP

Dear Sir/Madam,

## **CHORLEY WEST COMMUNITY FORUM - WEDNESDAY, 21ST MARCH 2007**

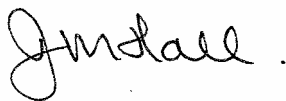
You are invited to attend the first meeting of the Chorley West Community Forum to be held at the the Quality Hotel Chorley, Moor Road, Croston on Wednesday, 21st March 2007 commencing at 7.00 pm.

The agenda for the meeting is set out overleaf.

Representatives of Chorley Borough Council, Lancashire County Council, Parish Councils, Lancashire Police, Central Lancashire Primary Care NHS Trust and local community groups will be present.

Members of the public are strongly encouraged to participate in the proceedings of the Forum meeting. As well as the provision for the public to speak for up to five minutes on any item on the agenda, a period of up to 30 minutes is allowed for them under agenda item 6 to ask questions and express views on any matter relating to the provision of local services in the Chorley West Community Forum Area.

Yours sincerely



Chief Executive

### **Distribution**

1. Agenda and reports to Councillor John Walker (Chair) and Councillors Henry Counce, Francis Culshaw, Doreen Dickinson, Daniel Gee, Peter Goldsworthy, Harold Heaton, Keith Iddon, Miss Margaret Iddon, Rosemary Russell, Geoffrey Russell and Edward Smith for attendance.
2. Agenda and reports to Gary Hall (Director of Finance), John Lechmere (Director of Streetscene, Neighbourhoods and Environment), Jane Meek (Director of Development and Regeneration) and Julian Jackson (Planning Policy Manager) for attendance.

Continued....

3. Agenda and reports to County Councillors Edward Forshaw, Alan Whittaker and Mark Perks for attendance.
4. Agenda and reports to representatives of Parish Councils, Lancashire Police and Central Lancashire Primary Care NHS Trust for attendance.
5. Any resident in the area.
6. Local Community/Voluntary/Residents/Tenants Group in the area.
7. Housing Associations in the area.
8. Any Employer or Business in the area.

**This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.**

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

01257 515823

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## AGENDA

1. **Welcome and Introduction by the Chair of the Community Forum**

2. **Apologies for absence**

3. **Membership and Terms of Reference for the Forum (Pages 1 - 4)**

Report enclosed

4. **Chorley Community Agenda**

Representatives of the following organisations will report on any local issues / initiatives within the area of this Forum.

a) **Lancashire Police Issues**

b) **Chorley Borough Council Issues**

Jane Meek, the Director of Development and Regeneration will give a brief presentation on the Town Centre Strategy and the Market Walk development proposals.

c) **Lancashire County Council Issues**

d) **Central Lancashire Primary Care NHS Trust Issues**

e) **Parish Council Issues (Pages 5 - 6)**

The attached note sets out the details of issues to be raised by the representatives of the Parish Councils at the meeting, which were received prior to the circulation of the agenda. Other issues may be raised at the meeting.

5. **Local Development Framework Issues**

Mr Julian Jackson, the Borough Council Planning Policy Manager will give a brief presentation on:

- Work being done with Preston City Council and South Ribble Borough Council on Core Strategy Issues and Options; and
- Work by Chorley Borough Council on Sustainable Resources.

6. **Open Forum**

A period of 30 minutes will be allocated to allow members of the public to raise questions and express views on any matters relating to local services affecting the community.

Question cards will be available at the meeting for members of the public to complete and hand in before the start of the meeting. Where possible questions will be answered on the night. If a question cannot be answered a written response will follow. A summary of the responses to questions submitted will be included on the agenda for the next meeting.

7. **Feedback / Items for Next Meeting**

Members of the Public will be invited to express their views on the format of the meeting and to submit issues for consideration at the next meeting.

8. **Any other item(s) that the Chair decides is/are urgent**

9. **Dates of Future Meetings**

Future meetings of the Forum will be held on the following dates, commencing at 7.00pm.

- Thursday, 5 July 2007
- Tuesday, 16 October 2007
- Wednesday, 30 January 2008

The venues will be circulated in the near future.

**West Community Forum – Membership**

Councillor J Walker (Chair)

**Borough Councillors**

Councillor H Heaton  
Councillor E Smith

Councillor H Caunce  
Councillor F Culshaw  
Councillor K Iddon

Councillor D Gee  
Councillor R Russell

Councillor G Russell  
Councillor P Goldsworthy

Councillor Doreen Dickinson  
Councillor M Iddon

**County Councillors**

County Councillor E Forshaw  
County Councillor A Whittaker  
County Councillor M Perks

**Parish Councils**

Bretherton  
Charnock Richard  
Croston  
Eccleston  
Euxton (part)  
Heskin  
Mawdesley  
Ulnes Walton

**Partnership Organisations**

Lancashire Police  
Central Lancashire Primary Care NHS Trust

**Electoral Wards**

Chisnall

Eccleston and Mawdesley

Euxton North

Euxton South

Lostock

**County Divisions**

Chorley West  
Chorley Rural West  
Chorley North

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**CHORLEY CONSTITUTION**

**ARTICLE 16 – COMMUNITY FORUMS (TERMS OF REFERENCE)**

**16.01 Community Forums**

The Council may appoint Community Forums as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making.

**16.02 Form and Composition**

The Council will appoint the Community Forums as set out in the first column of the table below, composed as set out in the second column of that table.

Name of Community Forum	Composition
1. Central	The electoral wards of Chorley East, Chorley North East, Chorley North West, Chorley South East and Chorley South West
2. East	The electoral wards of Astley and Buckshaw, Brindle and Hoghton, Clayton-le-Woods North, Clayton-le-Woods West and Cuerden, Clayton-le-Woods and Whittle-le-Woods, Pennine and, Wheelton and Withnell
3. South	The electoral wards of Adlington and Anderton, Coppull and Heath Charnock and Rivington
4. West	The electoral wards of Chisnall, Eccleston and Mawdesley, Euxton North, Euxton South and Lostock

**16.03 Membership**

As each Forum is primarily consultative and advisory and does not exercise delegated powers and budgets there is no requirement for political balance. Accordingly membership will be all ward members for the relevant areas, together with any relevant co-optees. The Council will appoint the Chair and Vice-Chair of each Community Forum. All meetings will be chaired by one nominated Borough Councillor and the Vice-Chair of each Community Forum will be appointed from the Borough Councillors for each area.

**16.04 Purpose**

The purpose of the Community Forum is to provide an open forum to discuss local concerns and issues. It will provide an opportunity to consult and receive feedback, not only on the Council’s policies and services, but also on wider issues of local concern including crime and disorder, community safety and environmental issues, which in turn will facilitate the Council’s partnership working with other agencies.

It is not a substitute for Members' own surgeries and will not therefore be able to deal with individual cases or concerns, although members of the public will be welcome to attend and make contact after the meeting with their local Ward Councillor.

#### 16.05 **Terms of Reference**

The terms of reference for the borough-wide community forums will be to:

- Ensure local people are able to voice issues of concern directly to the Council and partner organisations.
- Keep in touch with 'live' current issues within communities.
- Develop an area-based approach to problem-solving across agencies.
- Develop a local action plan for each area linked to the Community Strategy and building on existing parish plans.
- Provide a feedback loop back in the Council and partners – ensuring the 'you said – we did' approach is embedded at all levels.
- Link in with the excellent local work of PACT meetings.
- Provide an opportunity for areas with no organised feedback mechanism to actively engaged with the Council and its partners.
- Enable parish councils and other local groups to work together across a larger area to pursue areas of common interest.
- Provide a basis for the further development of the Council (and the Local Strategic Partnerships) approach to neighbourhood service delivery and the future recommendations of the Environment and Community Overview and Scrutiny Panel on neighbourhood working.

#### 16.06 **Meetings**

Meetings of Area Forums will be held in public. The meetings will be held at a suitable venue in the local area. A period of 30 minutes will be allocated for questions by members of the public. Although there is no obligation to do so, it would be helpful if questions could be put in writing to a Ward Councillor at least 48 hours before the start of the meeting. This will help facilitate a full response.

#### 16.07 **Procedure Rules**

The procedure rules for the meetings are set out at Part 2, Appendix 3 of the Constitution.



**CHORLEY WEST COMMUNITY FORUM – 21 MARCH 2007****ISSUES TO BE RAISED BY PARISH COUNCILS****Ulnes Walton Parish Council**

1. Following on from the previous Area Forum Pilot meetings held in the Lostock Ward, an update is requested on ambulance response times for rural areas.
2. CATS Centres (Clinical Assessment, Treatment and Support) - Concern is expressed at the nature of consultation by the Central Lancashire Primary Care NHS Trust and the failure to include parish councils and other local bodies. It is questioned what the intentions of the Trust are to rectify this situation.
3. Road gritting - clarification is sought as to which roads in the Borough are gritted when freezing/wintry conditions are expected.

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