You are invited to attend a meeting of the Borough/Parish Councils Liaison to be held in Council Chamber, Town Hall, Chorley on Wednesday, 16th October 2013 commencing at 6.30 pm.

Please note that for evening meetings access to the building is via the rear of the building opposite the Police Station.

AGENDA

1. Welcome by the Chair
2. Apologies for absence
3. Minutes (Pages 5 - 18)
   To confirm as a correct record the minutes of the meeting of the Borough/Parish Councils Liaison held on 17 July 2013 (enclosed).
   An update sheet is enclosed at the end of the minutes.
4. Declarations of Any Interests
   Members are reminded of their responsibility to declare any pecuniary interest in respect of matters contained in this agenda.

   If you have a pecuniary interest you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

5. 3 Tier Forums (Pages 19 - 22)
   Correspondence relating to the ongoing review of the 3 Tier Forum between Councillor Mein (Leader of Lancashire County Council) and Councillor Bradley (Executive Leader) is enclosed for information and discussion.
6. **Item(s) requested by Parish Councils requested prior to the publication of the agenda**

   a) **Items requested by Whittle-le-Woods Parish Council**

   1. Disappointment with the council's grass cutting. When done three-weekly it is looking a mess in places with clods of grass being left, etc. Also dog-proof gate being left unlocked following the grass cutting. Very dissatisfied with this.

   **Chorley Council response**

   A three weekly cut is the standard frequency for grass cutting across the borough for highway verges and open spaces in residential areas. This has been the schedule for many years. However, at the end of each season, we review the season just gone and we will look at ways we may be able to improve grass cutting in play areas. The matter regarding the gate has been raised with the team concerned and this will also be monitored by the Streetscene Area Co-ordinator Gary Roe.

   2. Wish to pass on a compliment about the flower beds down the centre of Park Road which have been fantastic all Summer.

   **Chorley Council response**

   This feedback has been passed onto the Streetscene staff.

   3. The disappointing state of the council-supplied hanging baskets in Whittle-le-Woods and how errors can be avoided in future.

   **Chorley Council response**

   There were some issues with the hanging baskets supplied this year and this has been raised with the supplier. Unfortunately some of the drain holes failed resulting in some baskets becoming water logged. This matter has been discussed and resolved with the Parish Council including improved arrangements for next year.

   b) **Items requested by Adlington Town Council**

   1. To ask that Chorley Council looks at the problem of weeds growing through road surfaces and pavements. The problem seems to have been particularly bad in Adlington this year, with damage to the tarmac not only on side roads but also on many of the main roads through the village.

   **Chorley Council response**

   The problem regarding weeds has been raised with Lancashire County Council and also been put forward as a priority area for action in their commissioning plan for 2014-15. The Council will also review the in-house arrangements to improve weed spraying in Adlington next year with a view to targeting identified problem areas.

   2. To ask for the provision of Planning training sessions for Town and Parish Councils to enable more appropriate and useful local feedback to be sent to the Development Control section of Chorley Council and planning officers.

   **Chorley Council response**

   A training session will be provided as per the request and details of this will be sent to all clerks.

7. **Any other item(s) requested by Parish Councils**
8. **Notices and publicity**

Attendees are invited to publicise any events they have coming up.

9. **Date of Next Meeting**

15 January 2014

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

Yours sincerely

[Signature]

Gary Hall
Chief Executive

Ruth Rimmington
Democratic and Member Services Officer
E-mail: ruth.rimmington@chorley.gov.uk
Tel: (01257) 515118
Fax: (01257) 515150

**Distribution**

1. Agenda and reports to all Executive Members for attendance.

2. Agenda and reports to all Chairs of Town and Parish Councils and Clerks for attendance.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk