

Minutes of Council

Meeting date Tuesday, 16 May 2023

Committee Members present: Councillor Julia Berry (Mayor), Councillor Tommy Gray (Deputy Mayor) and Councillors Sarah Ainsworth, Aaron Beaver, Alistair Bradley, Michelle Brown, Mark Clifford, Alan Cullens, Karen Derbyshire, Gordon France, Margaret France, Danny Gee, Christine Heydon, Alex Hilton, Terry Howarth, Keith Iddon, Hasina Khan, Samir Khan, Zara Khan, Michelle Le Marinel, Roy Lees, Adrian Lowe, Samantha Martin, Pauline McGovern, June Molyneaux, Alistair Morwood, Dedrah Moss, Beverley Murray, Alan Platt, Aidy Riggott, Jean Sherwood, Chris Snow, Craige Southern, Ryan Towers, Jenny Whiffen, Neville Whitham, Alan Whittaker, Joan Williamson and Peter Wilson

Committee Members present virtually (non-voting): Councillor Kim Snape

Officers: Chris Sinnott (Chief Executive), Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance/Section 151 Officer), Chris Moister (Director of Governance/Monitoring Officer), Jennifer Mullin (Director of Communities) and Ruth Rimmington (Democratic Services Team Leader)

Apologies: Councillor Matthew Lynch and Arjun Singh

A video recording of the public session of this meeting is available to view on [YouTube here](#)

1 Declarations of Any Interests

No declarations of interests were made.

2 Minutes of meeting Tuesday, 18 April 2023 of Council

Resolved (unanimously) that the minutes of the Council meeting held on 18 April 2023 be approved as a correct record for signature by the Mayor, subject to the inclusion of apologies from Councillor Karen Derbyshire.

3 **Mayoral Announcements**

The Mayor welcomed newly elected members to the meeting.

4 **Public Questions**

There were no public questions for consideration.

5 **Returning Officer's Report**

The Returning Officer, Chris Sinnott, presented his report.

The Mayor congratulated all those Councillors who had been elected or re-elected on 5 May 2022 and in particular welcomed the new and returning Councillors.

The Returning Officer's report indicated election results as follows:

Ward	Councillor
Adlington and Anderton	Peter Francis Wilson
Buckshaw and Whittle	Samantha Jayne Martin
Chorley East	Chris Snow
Chorley North and Astley	Jean Margaret Sherwood
Chorley North East	Gordon France
Chorley North West	Sarah Elizabeth Jane Ainsworth
Chorley South East and Heath Charnock	Beverley Murray
Chorley South West	Roy Lees
Clayton East, Brindle and Hoghton	Pauline Barbara Mary McGovern
Clayton West and Cuerden	Michelle Amanda Brown
Coppull	Julia Louise Berry
Croston, Mawdesley and Euxton South	Craige G Southern
Eccleston, Heskin and Charnock Richard	Christine Anne Heydon
Euxton	Joan Williamson

Resolved: (unanimously) that the report be noted.

6 Election of the Mayor for the council year 2023/24

It was proposed by Councillor Danny Gee, and seconded by Councillor Adrian Lowe, that Councillor Tommy Gray be elected as Mayor of the Borough of Chorley for the forthcoming Council Year.

Resolved: (unanimously) that Councillor Tommy Gray be elected as the Mayor of the Borough of Chorley for 2023/24.

7 Election of the Deputy Mayor for the council year 2023/24

It was proposed by Councillor Jenny Whiffen, and seconded by Councillor Margaret France, that Councillor Gordon France be elected as Deputy Mayor of the Borough of Chorley for the forthcoming Council Year.

Resolved: (unanimously) that Councillor Councillor Gordon France be elected as the Deputy Mayor of the Borough of Chorley for 2023/24.

There was a brief adjournment to allow the Retiring Mayor; the newly elected Mayor; and the newly elected Deputy Mayor and Mayoress to exchange robes and badges of office.

Councillor Tommy Gray in the Chair

On resuming the meeting, Councillor Tommy Gray signed the declaration of acceptance of office of Mayor, and thanked Councillors for his appointment.

Councillor Gordon France signed the declaration of acceptance of office of Deputy Mayor, and thanked Councillors for his appointment.

8 Tributes to the retiring Mayor

The Mayor thanked the Retiring Mayor, Councillor Julia Berry for her hard work as ambassador for Chorley during her year of office.

Political group leaders also paid tribute to the Retiring Mayor for a very successful year and the positive work undertaken in support of her charities.

Councillor Julia Berry responded, thanking Councillors for their kind words and support over the year.

9 Executive Cabinet appointments for 2023/24

Councillor Alistair Bradley, Executive Leader informed the Council of his appointments to the Executive Cabinet for 2023/24. He welcomed Councillor Margaret France as the new Executive Member for Health, Wellbeing & Partnerships.

Appointments to the Executive Cabinet and portfolio support roles were reported as follows:

Portfolio	Executive Member
<p>Executive Member for Economic Development and Public Service Reform Lead Directors: Chris Sinnott / Vacancy</p> <ul style="list-style-type: none"> • Asset Management • Business support and inward investment • Major Projects and Developments • Wholly owned companies • Town Centre (including Market Walk and car parking) • Public Service Reform (including combined authority and shared services development) • Local Plan 	Alistair Bradley
<p>Executive Member for Resources Lead Directors: Chris Sinnott / Louise Mattinson / Chris Moister / Vicky Willett</p> <ul style="list-style-type: none"> • Finance • Corporate Strategy and improvement • Transformation • Communications and events • Support services • Astley Hall and Cultural Assets 	Peter Wilson
<p>Executive Member for Early Intervention Lead Director: Jennifer Mullin</p> <ul style="list-style-type: none"> • Volunteering and VCFS • Community Centre Management • Neighbourhood working and community development • Community safety • Environmental Health • Employment and Skills • Leisure Centres contract • Social Prescribing 	Bev Murray
<p>Executive Member for Homes and Housing Lead Director: Jennifer Mullin / Vacancy</p> <ul style="list-style-type: none"> • Housing options, advice and supported housing • Home improvement service • Private sector housing • Council Residential Accommodation incl. Primrose Gardens • Housing Strategy 	Terry Howarth

<p>Executive Member for Planning and Development Lead Director: Vacancy</p> <ul style="list-style-type: none"> • Planning • Enforcement, including Building Control, Licensing, Empty Properties and Environmental Enforcement • Parks and Open Spaces development 	Alistair Morwood
<p>Executive Member for Health, Wellbeing & Partnerships Lead Director: Vicky Willett</p> <ul style="list-style-type: none"> • Health & Wellbeing • Liaison with Health Care Service Providers, incl ICS • Partnership Working • Lead Role for developing sub-regional partnerships 	Margaret France
<p>Executive Member for Customer, Streetscene and Environment Lead Director: Asim Khan</p> <ul style="list-style-type: none"> • Street Cleansing • Grounds Maintenance • Streetscene Improvements • ICT • Customer Services • Revenues and Benefits • Waste collection • Climate Change 	Adrian Lowe

Deputy Portfolio Holder - Economic Development and Public Service Reform	
Supporting Cabinet Member – Alistair Bradley	Jenny Whiffen
Deputy Portfolio Holder - Resources	
Supporting Cabinet Member – Peter Wilson	Arjun Singh
Deputy Portfolio Holder - Early Intervention	
Supporting Cabinet Member - Beverley Murray	Hasina Khan
Deputy Portfolio Holder – Homes & Housing	
Supporting Cabinet Member – Terry Haworth	Kim Snape
Deputy Portfolio Holder – Planning & Development	
Supporting Cabinet Member –	Alex Hilton

Alistair Morwood	
Deputy Portfolio Holder – Health, Wellbeing & Partnerships	
Supporting Cabinet Member – Margaret France	Michelle-le-Marinel
Deputy Portfolio Holder – Customer, Streetscene and Environment	
Supporting Cabinet Member – Adrian Lowe	Jean Sherwood

The remit for these roles will be defined by the relevant Executive Member, except the Mental Health Awareness Council Champion which has a high level role description (below).

Member Responsible for:	
Town Centre and Assets Governance, Audit and Parishes Environment and Green Space	Danny Gee Gordon France Mark Clifford

Council Champion for:	
Armed Forces and Member Services Older People Rural Communities Young People Strategic Development and Planning Mental Health Awareness	Aaron Beaver Dedrah Moss Alan Whittaker Sarah Ainsworth Neville Whitham Karen Derbyshire

Mental Health Awareness Council Champion

- To maintain an understanding of mental health best practice across a range of topics.
- To work with fellow elected members and officers to promote positive mental health and wellbeing.
- To advocate for mental health issues in council meetings, to help with policy development and ensure that mental health considerations form a key part of council decision making.

Resolved: (unanimously) that the appointments be noted.

10 Appointments to committees, panels and working groups for 2023/24

The Council considered a schedule of nominations for the appointment of committees, working groups and panels in accordance with the political balance of the Council, together with nominations to Chair and Vice Chair positions.

The Executive Leader, Councillor Alistair Bradley proposed, the Deputy Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously)**

1.The allocation of committee places in accordance with the Political Balance Rules set out in the report be approved.

2.The Members, Chairs and Vice Chairs for the committees be appointed for the period of twelve months until the first business meeting of the Council in May 2024 as follows:

Appointments to Committees, Panels and Groups 2023/24				
Committees	Labour Group			Conservative Group
Overview and Scrutiny Committee (14 Members) (12:2)	1	Roy Lees (Vice-Chair)		1 2 Keith Iddon (Chair) Aidy Riggott
	2	Sarah Ainsworth		
	3	Michelle Brown		
	4	Christine Heydon		
	5	Michelle Le Marinel		
	6	Dedrah Moss		
	7	Samantha Martin		
	8	Pauline McGovern		
	9	Arjun Singh		
	10	Kim Snape		
	11	Ryan Towers		
	12	Joan Williamson		
Overview and Scrutiny Committee Performance Panel (6 Members) (5:1)	1	Roy Lees (Vice-Chair)		1 Aidy Riggott (Chair)
	2	Sarah Ainsworth		
	3	Michelle Brown		
	4	Kim Snape		
	5	Arjun Singh		
Planning Committee (13 Members) (11:2)	1	June Molyneaux (Chair)		1 2 Keith Iddon Craig Southern
	2	Alex Hilton (Vice-Chair)		
	3	Sarah Ainsworth		
	4	Karen Derbyshire		
	5	Gordon France		
	6	Danny Gee		
	7	Samir Khan		
	8	Alistair Morwood		
	9	Chris Snow		
	10	Neville Whitham		
	11	Alan Whittaker		

4 x substitute Members per group	1 2 3 4	Roy Lees Adrian Lowe Arjun Singh Jenny Whiffen	1 2 3 4	
Licensing and Public Safety Committee (15 Members) (13:2)	1 2 3 4 5 6 7 8 9 10 11 12 13	Matthew Lynch (Chair) Michelle Le Marinel (Vice-Chair) Julia Berry Mark Clifford Gordon France Margaret France Terry Howarth Hasina Khan Roy Lees Samantha Martin Dedrah Moss Jean Sherwood Neville Whitham	1 2	Keith Iddon Craig Southern
2 x substitute Members per group	1 2	Aaron Beaver Christine Heydon	1 2	
General Purposes Committee (17 Members) (16:1)	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	Aaron Beaver (Chair) Gordon France (Vice-Chair) Karen Derbyshire Christine Heydon Alex Hilton Samir Khan Zara Khan Roy Lees Samantha Martin Pauline McGovern Dedrah Moss Jean Sherwood Chris Snow Ryan Towers Jenny Whiffen Neville Whitham	1	Aidy Riggott

Governance Committee (8 Members) (7:1) Charlotte Fitch (Independent Person) Peter Ripley (Independent Person) 2 x substitute Members per group	1 2 3 4 5 6 7 1 2	Mark Clifford (Vice-Chair) Gordon France Christine Heydon Samantha Martin Dedrah Moss Jean Sherwood Neville Whitham Julia Berry Joan Williamson	1 1 2	Alan Platt (Chair)
Appointments Panel (6 Members) (5:1) 1 x substitute Member per group	1 2 3 4 5 1	Alistair Bradley (Chair) Margaret France Beverley Murray Kim Snape Peter Wilson Alex Hilton	1 1	Alan Cullens
Chief Executive's Performance Review Panel (5 Members) (4:1)	1 2 3 4	Alistair Bradley (Chair) Beverley Murray June Molyneaux Peter Wilson	1	Alan Cullens
Human Resources Appeals Committee (Panels taken from 9 Members) (8:1)	1 2 3 4 5 6 7	Adrian Lowe (Chair) Margaret France Alex Hilton Zara Khan Michelle le Marinel Alistair Morwood Kim Snape	1	Alan Platt

	8	Ryan Towers		
Equality Forum (6 Members) (5:1)	1 2 3 4 5	Hasina Khan (Chair) Mark Clifford Karen Derbyshire Michelle Le Marinel Jenny Whiffen	1	Aidy Riggott
Central Lancashire Strategic Planning Joint Advisory Committee (3 members) (2:1) 2 x substitute Member per group	1 2 1 2	Alistair Bradley Alistair Morwood Margaret France Terry Howarth	1 1 2	Craige Southern
Local Plan Working Group (12 Members) (11:1)	1 2 3 4 5 6 7 8 9 10 11	Alistair Morwood (Chair) Alistair Bradley (Vice-Chair) Aaron Beaver Julia Berry Margaret France Danny Gee Terry Howarth Roy Lees Arjun Singh Neville Whitham Alan Whittaker	1	Keith Iddon
Wholly Owned Company and Projects Working Group (7 Members) (6:1)	1 2 3 4 5	Alistair Bradley (Chair) Sarah Ainsworth Danny Gee Zara Khan June Molyneaux	1	Aidy Riggott

2 x substitute Member per group	6 1 2	Chris Snow Samir Khan Alan Whittaker	1 2	
Members Support Working Group (8 Members) (7:1)	1 2 3 4 5 6 7	Kim Snape (Chair) Aaron Beaver (Vice-Chair) Karen Derbyshire Alex Hilton Pauline McGovern June Molyneaux Joan Williamson	1	Alan Cullens
Climate Change Working Group (7 members) (6:1) 2x substitute member per group	1 2 3 4 5 6 1 2	Mark Clifford (Chair) Adrian Lowe (Vice-Chair) Alistair Bradley Michelle Brown Jenny Whiffen Peter Wilson Terry Howarth Zara Khan Jean Sherwood (Observer)	1 1 2	Craigie Southern
Shared Services Joint Committee (5 Members) (4:1) 1 x substitute Member per group	1 2 3 4 1	Alistair Bradley Michelle Brown Margaret France Peter Wilson Hasina Khan	1 1	Alan Cullens

Shared Services Appointments Panel (4 Members) (3:1) 1 x substitute Member per group	1 2 3 1	Alistair Bradley Bev Murray Peter Wilson Hasina Khan	1 1	Alan Cullens
Chorley Liaison	Gordon France (Chair) & Kim Snape (Vice-Chair) The Chairs of the Neighbourhood Area Meetings plus one other Councillor representing Chorley town			
Licensing Liaison Panel	1 2 3	Matthew Lynch (Chair) Michelle Le Marinel Alistair Morwood Chair and Vice Chair of Licensing & Public Services Committee plus Executive Member for Development and Planning		
Town Team (4 Members including Executive Member for Resources – plus County Councillors) (4:0)	1 2 3 4	Danny Gee (Chair) Sarah Ainsworth Matt Lynch Peter Wilson Karen Derbyshire (Observer) Tommy Gray (Observer)		
Chorley and South Ribble Partnership (1 representative) (1:0)	1	Alistair Bradley Margaret France (Observer)		

11 Appointments to outside bodies for 2023/24

A schedule of nominations for the appointment of Council representatives on outside bodies for the forthcoming Council year was circulated.

The Executive Leader, Councillor Alistair Bradley proposed, the Deputy Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously) that appointments to outside bodies be approved as follows:**

Appointment by role

No.	Name of Body	No of Reps	Representatives	Expiry Date
1	District Councils' Network	1	Executive Leader (Councillor Alistair Bradley)	May 2024
2	Lancashire Police and Crime Panel	1	Executive Leader / Executive Member (Councillor Alistair Bradley)	May 2024
3	Local Government Association (Lancashire Branch)	1	Executive Leader (Councillor Alistair Bradley)	May 2024
4	Rural Services Network	1	Executive Member / Rural champion (Councillor Alan Whittaker)	May 2024

General appointments

No.	Name of Body	No of Reps	Representatives	Expiry Date
6	Adlington Community Association	2	Councillors June Molyneaux and Kim Snape	May 2024
7	Armed Forces Champion	1	Councillor Aaron Beaver	May 2024
8	Brindle Village Hall Management Committee (Observer position)	1	Councillor Pauline McGovern	May 2024
9	Chorley Consolidated Charity and Chorley Relief Fund	3	Councillor Karen Derbyshire (appointed May 2021) Councillor Danny Gee (appointed May 2021) Debra Platt (NB Appointments are for a 5-year period and cannot be changed mid-period)	May 2026 May 2026 May 2026

10	Chorley and South Ribble Citizens Advice Bureau Management Committee	1	Councillor Gordon France	May 2024
11	Chorley and South Ribble Shop Mobility	1	Councillor June Molyneaux	May 2024
12	Chorley Football Club Community Foundation	1	Councillor Aaron Beaver	May 2024
13	Chorley Sports Forum	2	Councillor Bev Murray Vacancy	May 2024
14	Chorley Women's Centre Committee	1	Councillor Margaret France	May 2024
15	Chorley South Ribble and West Lancs Children Partnership Board	1	Councillor Karen Derbyshire	May 2024
16	Clayton Hall Landfill Liaison Committee	1	Councillor Mark Clifford	May 2024
17	Clayton-le-Woods Community Centre management Committee	1	Councillor Michelle Le Marinel	May 2024
18	Cuerden Valley Trust	1	Councillor Mark Clifford	May 2024
19	Determinants of Health System Delivery Board	1	Councillor Margaret France Councillor Michelle Le Marinel (reserve)	May 2024
20	Growth Lancashire LTD Company – Board	2	Councillor Alistair Bradley Councillor Alistair Morwood (reserve)	May 2024
21	Heapey and Wheelton Village Hall Committee	1	Councillor Gordon France	May 2024
22	Help the Homeless	1	Councillor Karen Derbyshire	May 2024
23	Heskin Village Hall Management Committee	1	Councillor Alan Whittaker	May 2024

24	Hoghton Village Hall Management Committee	1	Councillor Michelle Le Marinel	May 2024
25	Home Start Chorley and South Ribble	1	Councillor June Molyneaux	May 2024
26	Jigsaw Homes North Board	1	Councillor Matthew Lynch	May 2024
27	Lancashire County Council Health and Wellbeing Board	2	Councillor Michelle Le Marinel Councillor Margaret France	
28	Lancashire County Council Overview and Scrutiny Committee	2	Councillor Michelle Le Marinel Councillor Margaret France	May 2024
29	Lancashire Local Enterprise Partnership	1	Councillor Terry Howarth	May 2024
30	Lancashire Teaching Hospital NHS Foundation Trust – Governing Council	1	Councillor Alistair Bradley	May 2024
31	Lancashire Waste Partnership	1	Councillor Gordon France	May 2024
32	Local Government Association General Assembly and Associated Groups	3	Councillor Alistair Bradley Councillor Peter Wilson Councillor Alan Cullens	May 2024
33	Mawdesley Millennium Trust	1	Councillor Craige Southern	May 2024
34	Mawdesley Village Hall Management Committee	1	Councillor Alistair Morwood	May 2024
35	North West Local Authorities Employers Organisation	1	Councillor Peter Wilson	May 2024
36	PATROL	1	Councillor Adrian Lowe	

37	PIVOTAL	1	Councillor Margaret France Councillor Michelle Le Marinel (reserve)	May 2024
38	Preston and Western Lancashire Racial Equality Council	1	Councillor Hasina Khan	May 2024
39	Rivington and Brinscall Advisory Group	3	Councillor Jenny Whiffen Councillor Margaret France Councillor Kim Shape	May 2024
40	Rivington Heritage Trust	1	Councillor Kim Snape	May 2024
41	The North West of England and the Isle of Man Reserved Forces and Cadets Association	1	Councillor Aaron Beaver	May 2024
42	UK100	1	Councillor Mark Clifford	May 2024

12 Council Meetings in 2023/24

Councillors noted the programme of Council Meetings for 2023/24 as follows:

- 18 Jul 2023
- 19 Sep 2023
- 21 Nov 2023
- 30 Jan 2024
- 27 Feb 2024
- 16 Apr 2024
- 14 May 2024

13 Household Support Fund Phase 4 Delivery

The Executive Member (Early Intervention), Councillor Bev Murray, presented the report of the Director of Communities.

The Household Support Fund (HSF) had been extended from 1 April 2023 to 31 March 2024 with a further £842m of funding. Lancashire had been awarded £19,356,470 of which Chorley Council were allocated £640,000. The span for the fund was a full calendar year, where previously funds released had a scope for spending over 6 months.

Local provision would focus on working in partnership with community organisations and develop a delivery plan that responds to current issues but also encourages those who are in difficulty to access wider and more impactful support.

The Executive Member (Early Intervention), Councillor Bev Murray proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously)**:

- 1. To receive the grant amount of £640,000 as per the details within the report and create an expenditure budget to administer the grant.**
- 2. To proceed to develop a delivery plan which reflects specific criteria set out in the government guidance published to allocate and administer the grant.**

14 Asylum Seeker Grant Funding

The Executive Member (Early Intervention), Councillor Bev Murray, presented the report of the Director of Communities.

In March 2022, the government announced its decision to move to a full asylum dispersal model supported by grant funding. As part of this move, funding was allocated to local authorities for each new dispersal accommodation bed space occupied until 31 March 2023.

Asylum seekers were some of the most vulnerable and marginalised people in society. Securing asylum status was difficult and complex and should this status be granted, asylum seekers were not permitted to work, leaving them dependent on government payments of approximately £5 per day.

The proposals were to undertake further scoping activity and develop a spending proposal for the grant funding which:

- a. Attempts to mitigate the impact of asylum dispersal on internal teams
- b. Aligns to the priorities of asylum seekers as identified during initial community consultation activity.

The Executive Member (Early Intervention), Councillor Bev Murray proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously)**:

- 1. To receive the funding allocation of £109,750 and create a budget to allocate the funding.**
- 2. To receive subsequent grant funding allocations and create an equivalent level of budget to allocate the funding.**

15 Changes to director structure

The Executive Leader, Councillor Alistair Bradley presented the report of the Chief Executive which set out proposals for changes to the director structure to ensure it remains fit for purpose.

The director structure had vacancies, with temporary arrangements in place to manage services including the use of interim posts. It was an appropriate time to review those vacant posts and consider how they should be replaced or filled.

As the posts deleted were vacant, there were no redundancies expected as part of the proposed changes. However, as the proposals made changes to posts and the management structure, the council's Change Policy would be followed.

If the proposals in this report were approved, there would be a period of consultation. The feedback received would inform any changes that may be required to the proposed structure. Following consultation, the final structure would be agreed by the Leader.

A comment regarding the need to hold the right member to account on the Leisure Company was noted.

The Executive Leader, Councillor Alistair Bradley proposed and the Deputy Executive Leader, Councillor Peter Wilson seconded, and it was **Resolved (unanimously): That the proposed changes to the director structure approve for consultation in line with the council's Change Policy.**

Mayor

Date