

**Minutes of Council**

**Meeting Date** Tuesday, 19 November 2024

**Members present:** Councillor Gordon France (Mayor), Councillor Alistair Morwood (Deputy Mayor) and Councillors Sarah Ainsworth, Aaron Beaver, Julia Berry, Alistair Bradley, Michelle Brown, Mark Clifford, Margaret France, Danny Gee, Tommy Gray, Russ Green, Christine Heydon, Alex Hilton, Terry Howarth, Hasina Khan, Samir Khan, Michelle Beach, Roy Lees, Adrian Lowe, Matthew Lynch, June Molyneaux, Dedrah Moss, Beverley Murray, Alan Platt, Debra Platt, Jean Sherwood, Chris Snow, Arjun Singh, Kim Snape, Ryan Towers, Jenny Whiffen, Neville Whitham, Alan Whittaker, Katie Wilkie, Joan Williamson and Peter Wilson

**Officers:** Chris Sinnott (Chief Executive), Sarah Bullock (Deputy Chief Executive), Chris Moister (Director of Governance), Asim Khan (Director of Customer and Digital), Louise Mattinson (Director of Finance), Gayle Wootton (Director of Planning and Property), Jennifer Mullin (Director of Communities), Caroline Wolfenden (Director of Change and Delivery), Hollie Walmsley (Head of People, Policy and Partnerships) and Ruth Rimmington (Democratic Services Team Leader)

**Apologies:** Councillors Zara Khan, Samantha Martin, Pauline McGovern and Craige Southern

**Public:** 4

#### **43 Minute's silence**

The Mayor invited Members to observe a minute's silence in memory of Councillor and Mayor John Walker and Councillor Eric Bell.

The Leader of the Opposition, Councillor Alan Platt, the Executive Leader, Alistair Bradley and Councillor Aaron Beaver paid tribute and sent their condolences to the family.

#### **44 Declarations of Any Interests**

No declarations of interests were made.

## 45 Minutes

**Resolved (unanimously) that the minutes of the Council meeting held on 17 September 2024 be approved as a correct record for signature by the Mayor.**

## 46 Mayoral Announcements

The Mayor updated members on fundraising activities and charity events, including their recent Chorley's Got Soul event.

## 47 Public Questions

There were no public questions for consideration.

## 48 Corporate Strategy 2024/25

The Executive Member (Resources), Councillor Peter Wilson presented the report of the Director of Change and Delivery which sought approval for the refresh of the Corporate Strategy 2024/2025.

Over the past twelve months the council had delivered major achievements for the borough, further strengthening the local economy and ensuring communities and businesses were supported, particularly as we continue to endure challenging times.

The council had sought to create more local jobs and skills opportunities and encourage businesses to grow and thrive through grants and assistance. The council had carried out improvements to our places and spaces to create a greener and more sustainable borough for residents that live here now and for those that would live here in the future.

Some successful outcomes included an increase in the number of parks with Green Flag Status from six to eight, allocation of business support grants to six rural businesses to aid innovation, growth and jobs creation. The Business Energy Support Scheme was launched, providing further grant funding to local businesses who were keen to become more energy efficient in support of the council's pledge to reduce carbon emissions. The commitment to replace bus shelters across Chorley's network surpassed the original target set for 2023/24, additionally five living roof shelters to promote biodiversity were created.

The key projects within the proposed Corporate Strategy were:

### **Housing where residents can live well**

- Review supported housing accommodation across the borough
- Create temporary accommodation provision at Gillibrand Street
- Improve the effectiveness of social housing operations
- Undertake an options appraisal around the availability of affordable housing
- Take action to improve housing standards

### **A green and sustainable borough**

- Create a carbon pathways programme
- Develop a Biodiversity Strategy for the borough

- Create the infrastructure for weekly food waste collections
- Continue to deliver improvements to Chorley's Bus Shelter Network
- Carry out renovations to the West Wing of Astley Hall

### **An enterprising economy with vibrant local centres in urban and rural areas**

- Implement the recommendations from the destination management plan
- Implement a targeted jobs and skills programme
- Implement a targeted business grants programme
- Progress the delivery of the Central Lancashire Local Plan
- Develop the Woodlands site
- Deliver Town Centre Transformation

### **Healthy, safe, and engaged communities**

- Enhance the voluntary and community sector
- Deliver All Seasons refurbishment
- Take action to reduce Anti-Social Behaviour
- Continue to deliver the cost of living action plan
- Take action on early years

The performance measures had also been reviewed and updated. Indicators had been amended and targets updated to reflect performance over the past months as well as to better align to future priorities.

Members supported the proposed Corporate Strategy, including Councillors Mark Clifford, Sarah Ainsworth, Bev Murray and Margaret France. Comments included support for green initiatives, the development at Woodlands, social prescribing and health events.

The Deputy Leader, Councillor Peter Wilson proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously) That the Corporate Strategy 2024/2025 be approved.**

## **49 Review of Financial Regulations**

The Chair of the Governance Committee, Councillor Alan Platt presented the report of the Director of Finance which presented the review of the proposed Financial Regulations which were reviewed by the Governance Committee at their meeting in September.

Councillor Platt thanked members and officers for their input into the review.

The Chair of the Governance Committee, Councillor Alan Platt proposed and the Vice Chair of the Governance Committee, Councillor Mark Clifford seconded, and it was **Resolved (unanimously) To review the proposed changes to the Financial Regulations and to approve their adoption for incorporation into the Council's Constitution.**

## **50 Polling Place Review - Results of Consultation**

The Executive Member (Resources), Councillor Peter Wilson presented the report of the Returning Officer which detailed the (Acting) Returning Officer findings and

recommendations following the polling place review and the result of the public consultation which took place from 13 September 2024 to 18 October 2024

The need to ensure polling stations were fit for purpose, and located appropriately within the polling district, to improve voter experience and encourage voter turnout was acknowledged.

The Deputy Leader, Councillor Peter Wilson proposed and the Executive Leader, Councillor Alistair Bradley seconded, and it was **Resolved (unanimously) To approve that most polling stations across the borough remain unchanged, except for St James' CE Primary school (Chorley East Ward) being moved to Tatton Community Centre, and Coppull Parish CE Primary School (Coppull Ward) being moved to Coppull Village Hall. This would allow both schools to operate without disruption on polling day.**

## **51 Statement of Community Involvement 2024**

The Executive Member (Planning and Development), Councillor Alistair Morwood presented the report of the Director of Planning and Property which advised of the comments received to the draft Statement of Community Involvement 2024.

Members noted each local planning authority must review their Statement of Community Involvement every 5 years from the adoption date.

The Executive Member (Planning and Development), Councillor Alistair Morwood proposed and the Deputy Portfolio Holder, Councillor Alex Hilton seconded, and it was **Resolved (unanimously) To adopt the Statement of Community Involvement 2024 (Final Version).**

## **52 Open Space Sports Recreation Strategy Programme Update**

The Executive Member (Planning and Development), Councillor Alistair Morwood presented the report of the Director of Planning and Property.

The report paper outlined the next tranche of schemes to improve parks and open spaces across the borough following the collection of developer contributions from new developments. The programme covered a range of provision across playing pitches, play and semi natural areas and sought approval to allocate the sums to specific projects.

Members were requested to share any ideas for future projects with officers.

The Executive Member (Planning and Development), Councillor Alistair Morwood proposed and the Deputy Portfolio Holder, Councillor Alex Hilton seconded, and it was **Resolved (unanimously)**

- 1. To approve the programme of 11 open space improvement schemes utilising ringfenced Section 106 monies shown in Table 2 of the report totalling £899,199 and establish budgets to the same value.**
- 2. To approve the allocation of £49,519 (Buckshaw Section 106) to Westway Fitness loop and establish a budget to the same value**
- 3. To approve the allocation of £300,000 (Buckshaw Section 106) to Astley Park Play Area and establish a budget to the same value.**

4. **To approve the allocation of £59,000 (£111k Buckshaw Section 106) to Buckshaw Village Artificial Grass Pitch (AGP) and establish a budget to the same value.**
5. **To note that the detailed project proposals and procurement strategy will be presented at Executive Cabinet and any contract award approval delegated to EMD thereafter.**

### **53 Household Support Fund Phase 6 Delivery**

The Executive Member (Early Intervention), Councillor Bev Murray presented the report of the Director of Communities and Leisure which provided details on the district element of the government's Household Support Fund Phase 6 (HSF6), which was allocated to Chorley Council by Lancashire County Council.

A proposed delivery plan was agreed via Executive Member Decision in October to allow for the maximum time to ensure the scheme could be delivered. This also allowed for the maximum use of grant funded allocated.

Councillors Kim Snape, Alan Platt and Terry Howarth spoke in support of proposals. There were areas of deprivation within the Borough and work was also ongoing regarding the Affordable Warmth Grant.

The Executive Member (Early Intervention), Councillor Bev Murray proposed and the Deputy Portfolio Holder, Councillor Hasina Khan seconded, and it was **Resolved (unanimously)**

1. **To receive the grant amount of £343,411 as per the details within this report and create an expenditure budget to administer the grant. This forms a continuation of an existing budget created for Household Support Fund following Council approval in May.**
2. **To note the proposed delivery plan detailed within the report.**

### **54 Recommendation of Licensing and Public Safety Committee- Approval of Revision to Pavement Licence Policy**

The Chair of the Licensing and Public Safety Committee, Councillor Matt Lynch presented the report of the Director of Communities and Leisure which sought approval for the revised Pavement Licence Statement of Policy and for a licence fee to be set.

The amendments to the Business and Planning Act 2020 had made the pavement licence regime permanent. The policy revision was necessary to update and bring the policy in line with the amendments to the Act.

There was currently no fee associated with an application for a pavement licence. This was a decision taken by the Council to support hospitality in the wake of the pandemic, but this arrangement was not sustainable. It was also inappropriate, and contrary to Regulations, for other licence fees and/ or Council Tax payers to subsidise the cost of administering the scheme. The fee had been set at a cost recovery level.

The Chair of the Licensing and Public Safety Committee, Councillor Matt Lynch proposed and the Executive Member, Councillor Alistair Morwood seconded, and it was **Resolved (unanimously)**

1. **To note the responses received in respect of the consultation.**

2. **To accept the recommendation of the Licensing and Public Safety Committee to adopt the revised policy and fee structure.**

## **55 Committee appointments**

The Leader of the Opposition, Councillor Alan Platt proposed, and Councillor Debra Platt seconded, and it was **Resolved (unanimously) the appointment Councillor Craige Southern to the General Purposes Committee in place of Councillor Alan Platt.**

## **56 Any urgent business previously agreed with the Mayor**

The Mayor advised he had agreed to accept an item to make a decision of Governance Committee operative.

## **57 Governance Committee Terms of Reference**

The Chair of the Governance Committee, Councillor Alan Platt presented the report of the Director of Finance.

Governance Committee undertook a review of their terms of reference considering against the Chartered Institute of Public Finance & Accountancy (CIPFA) guidance, "Audit Committees – Practical Guidance for Local Authorities and Police 2022" which included suggested terms of reference.

Whilst the existing terms were substantially compliant, the Committee felt adoption of the suggested terms would provide greater clarity in relation to the discharge of their duties. Additional responsibilities could still be included in the local arrangements.

The Chair of the Governance Committee, Councillor Alan Platt proposed and the Vice Chair of the Governance Committee, Councillor Mark Clifford seconded and it was **Resolved (unanimously) That the Governance Committee Terms of Reference be adopted.**

On behalf of the Council, the Mayor thanked Louise Mattinson for her hard work and commitment to the Council, and wished her all the best for her retirement.

Members, including the Deputy Leader of the Council, Councillor Peter Wilson, the Leader of the Opposition, Councillor Alan Platt, joined the Mayor in thanking Louise for her service.

Mayor

Date