

**MINUTES OF**

**CHORLEY 3 TIER LIAISON**

**MEETING DATE**

**Wednesday, 16 July 2014**

**MEMBERS PRESENT:**

Councillors Terry Brown (Chorley East Division), Mike Devaney (Chorley Rural North Division), Steve Holgate (Chorley West Division), Bev Murray (Chorley South Division) and Kim Snape (Chorley Rural East Division),

Marion Lowe (Chorley Town East), Eric Bell (Clayton and Whittle), Doreen Dickinson (Western Parishes), June Molyneaux (South Eastern Parishes), Pauline Phipps (Chorley Town West), Alan Whittaker (Southern Parishes), Gordon France (Eastern Parishes), Mike Handley (Euxton, Astley and Buckshaw) and Alistair Bradley (Chorley Town)

Dan Croft (Adlington Town Councillor), Ian Horsfield (Anderton Parish Councillor), Laura Lennox (Astley Village Parish Councillor), Robert Booth (Bretherton Parish Councillor), John Taylor (Charnock Richard Parish Councillor), David Cole (Coppull Parish Councillor), Anne Peet (Croston Parish Councillor), Kate Brown (Eccleston Parish Councillor), Katrina Reed (Euxton Parish Councillor), Graham Ashworth (Heath Charnock Parish Councillor), Malcolm Allen (Heapey Parish Councillor), Marel Urry (Hoghton Parish Councillor), Glen Hester (Rivington Parish Council), John Dalton (Ulmes Walton Parish Councillor), Terry Dickenson (Wheelton Parish Councillor) and Steve Perry (Withnell Parish Council)

**OFFICERS:**

Jamie Carson (Director of Public Protection, Streetscene and Community), Sarah Palmer (Lancashire County Council), Carol Russell (Democratic Services Manager) and Ruth Rimmington (Democratic and Member Services Officer)

**APOLOGIES:**

Councillors Keith Iddon, Mark Perks, Darren Cranshaw and Michael Atherton

**PUBLIC:**

Mike Miller (Eccleston Parish Councillor), Charles Ian Oakes (Heath Charnock Parish Councillor), Julia Berry, Mark Jarnell and Ann Woodhouse (Clerk to Cuerden Parish Council)

**14.1 Appointment of Chair and Vice-Chair**

County Councillor Steve Holgate was appointed as Chair.  
Councillor June Molyneaux was appointed as Vice-Chair.

**14.2 Terms of reference and membership of Chorley 3 Tier Liaison**

The Chair advised that this meeting was a hybrid of two former meetings, merged together to enable the three tiers of local government to consider together issues of shared priority and concern. It was an opportunity for strategic issues which impacted on the local community to be discussed.

Members of the Liaison voiced their support for the new approach.

The terms of reference were **AGREED with an acknowledgement that Borough and Parish representatives could appoint a substitute to attend in their absence.**

**14.3 Minutes and action sheets from the last Chorley 3 Tier Liaison and Borough Parish Liaison meetings**

The minutes of the 3 Tier Forum held on 8 April 2014, were confirmed as a correct record.

**14.3a The action sheet arising from the Chorley Three Tier Forum held on 8 April 2014**

Councillor Alistair Bradley, Chorley Town, queried the information on pot holes at ward level. Sarah Palmer, Localities Officer, advised this it was not possible to provide this level of detail at this point, but officers were aware of this request and would keep in mind as new pothole reporting procedures were developed.

**14.3b A briefing note on school places**

Members noted that this was a very important, but complex issue. It was **AGREED that figures in relation to current provision of school places and projected figures be shared with the Liaison members and that this issue be considered at a future meeting, with an officer from the relevant Education Team being asked to attend.**

**14.3c An update on the Availability and Pricing of Alcohol Programme**

Sarah Palmer, Localities Officer, advised that this information had been requested at a previous 3 Tier Forum meeting. The information was noted.

#### **14.3d Minutes of the Borough/Parish Councils Liaison held on 15 January 2014**

The minutes of the Borough Parish Liaison held on 15 January 2014 were confirmed as a correct record.

Graham Ashworth, Heath Charnock, queried the enforcement action in relation to Skew Bridge, Heath Charnock. It was noted that the Enforcement Officer was pursuing the case and that, although improvements had been made, more were needed.

#### **14.4 Public Questions**

**Mike Miller, Eccleston Parish Council**, offered thanks to Lancashire County Council and Chorley Council during his time as the Parish Council representative on the 3 Tier Forum and the Borough Parish Council Liaison and passed on his best wishes for the success of the new arrangement.

**John Taylor, Charnock Richard**, raised a query in relation to Japanese Knotwood. The Parish Council had been in correspondence with officers prior to the meeting. Further information would be circulated following the meeting. It was **AGREED that relevant section of the Highways Maintenance Plan be made available to Liaison members.**

**Laura Lennox, Astley Village**, requested a copy of the process for dealing with fly tipping. It was **AGREED this would be circulated following the meeting.** Jamie Carson suggested that Laura contact him outside the meeting to discuss the specifics of the case she had raised.

**Dan Croft, Adlington**, queried what Lancashire County Council could do to increase the services provided by Network Rail and about the re-tendering of the service. The Town Council had been in correspondence prior to the meeting. Information would be circulated following the meeting.

**Dan Croft, Adlington**, raised the issue of on street parking enforcement. The Town Council had been in correspondence prior to the meeting. There were two issues; the lack of parking spaces and the need for an increase in enforcement. Terry Dickinson, Wheelton, supported the need for an increase in enforcement in rural areas. It was **AGREED that information about the frequency of street parking enforcement, be shared with the Liaison members.**

**Councillor Alan Whittaker, Southern Parishes**, queried how the meeting was being publicised to the public. Carol Russell, Democratic Services Manager, advised that the agendas were available online. It was **AGREED that the details of future meetings be publicised through intheboro.**

#### **14.5 Parades and events, including support from Lancashire Constabulary**

Sarah Palmer, Localities Officer, advised that the enclosed report would be presented to each of the 3 Tier meetings within the County for information and comments.

Terry Dickenson, Wheelton, advised that he had already submitted comments which outlined his concerns. He raised several issues, including, the need to get volunteers trained, the cost of using event management companies and the need to consult with those who arrange sporting events. Ian Horsfield, Anderton, raised concerns in giving civilians police powers of traffic control. Councillor Alan Whittaker suggested that notices be placed on the internet and in the libraries, rather than in newspapers, which was costly. It would be helpful if procedures were simplified to make the process easier and organisations, such as the scouts, could be available to marshall events.

This feedback would be sent to the relevant officers.

#### **14.6 Requests for service**

Sarah Palmer, Localities Officer, advised that the Lancashire County Council website could be accessed via [lancashire.gov.uk](http://lancashire.gov.uk) the telephone number was 0300 1236701 and email address was [enquiries@lancashire.gov.uk](mailto:enquiries@lancashire.gov.uk)

The Chorley Council website could be accessed via [chorley.gov.uk](http://chorley.gov.uk), the telephone number was 01257 515151 and the email address was [contact@chorley.gov.uk](mailto:contact@chorley.gov.uk)

##### **14.6a Demonstration of information of interest on the Chorley Council's website**

Paul Sudworth, Senior Software Engineer, gave a demonstration of the My Chorley, My Ward and My Account services. (The presentation can be accessed via the agenda item on the internet).

The public could register and create an account which enabled them to report multiple service requests without having to input their details each time. They would receive updates via email or SMS when they reported a job and would also receive confirmation emails when a job had been closed. My account users could add notes and attachments to the service requests and also report jobs on behalf of someone else.

To access My account click here <https://myaccount.chorley.gov.uk/MyAccount.aspx>

It was suggested that an account be set up for each of the Town and Parish Council's to enable them to report issues. It was clarified that if a Parish Council submitted information on their assets, to be uploaded to the new My Parish functionality, it would be possible for reports to be run, on requests about their assets.

**14.7 Events to commemorate the centenary of World War One**

Information on events being held to commemorate the centenary of World War One had been enclosed with the agenda, both from Lancashire County Council and Chorley Council. The Liaison members agreed the importance of marking the centenary and noted that any additional events could be added.

**14.8 Items for future meetings**

At the request of County Councillor Kim Snape, Chorley Rural East Division, it was **AGREED that the Traffic Asset Management Plan be requested as a future agenda item. Information relating to this would be sent following the meeting.**

At the request of Councillor Alistair Bradley, Chorley Town, it was **AGREED to send a request for feedback from those people who had attended this meeting.**

Chair

Date