

**WESTHOUGHTON TOWN COUNCIL**

**PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

**11<sup>TH</sup> JUNE 2018**

**PRESENT:** Town Mayor Cllr A Price, Deputy Town Mayor Cllr K S Jones and Councillors D A Chadwick, Miss R S M Fairhurst, Ms A Graham, D J Gradwell, Mrs C J Harkin, Miss D J McGeown, Mrs J A Pelope, D A Wilkinson, Mrs G F Williams and Mrs L J Winrow-Baker.  
Town Clerk.

**ALSO PRESENT:**

Members of the public.

**PFGP75/2018 FIRE SAFETY INFORMATION**

The Chairman, Cllr K S Jones, explained the Fire Safety Procedure.

**PFGP76/2018 TO RECEIVE APOLOGIES FOR ABSENCE AND TO ACCEPT REASONS**

Resolved that the following apologies for absence and reasons be accepted by the Town Council: Cllrs J R Ainscough and R A Battersby - Personal Commitments, Cllr Miss S Watkin – work and Cllr Mrs A B Eckersley-Fallon – sick.

**PFGP77/2018 TO READ THE NOTICE CONVENING THE MEETING**

The Chairman read the notice convening the meeting.

**PFGP78/2018 TO RECORD DECLARATIONS OF INTEREST IN ANY ITEM TO BE DISCUSSED**

Cllr D A Chadwick declared an interest in Agenda item No. 6 – To Discuss Planning and Development Matters and to approve any action because he is a member of the Bolton Council Planning Committee.

Cllr D A Wilkinson declared an interest in Agenda item No. 6 – To Discuss Planning and Development Matters and to approve any action because he is a member of the Bolton Council Planning Committee and reserved the right to speak and vote, and to change his decision at the Bolton Council Planning Committee Meeting, if additional information is presented.

Cllr D A Gradwell declared an interest in Planning Application No. 03625/18

**PFGP79/2018 ADJOURNMENT TO ALLOW PUBLIC QUESTION TIME RELATING TO TOWN COUNCIL ACTIVITIES AND ITEMS WITHIN ITS POWERS**

There were no questions.

**PFGP80/2018 TO DISCUSS PLANNING & DEVELOPMENT MATTERS  
AND TO APPROVE ANY ACTION**

**(a) TOWN COUNCIL COMMENTS ON PLANNING APPLICATIONS**

The Town Council requested that its comments on the following Planning Applications are placed before the Bolton Council Planning Committee:

- 03623/18 The Town Council requested that the Bolton Council Planning Committee or the Planning Officer determine the application
- 03625/18 The Town Council raised no objections
- 03663/18 The Town Council requested that the Bolton Council Planning Committee or the Planning Officer determine the application
- 03604/18 The Town Council requested that the Bolton Council Planning Committee or the Planning Officer determine the application
- 03690/18 The Town Council raised no objections on condition that the proposed two storey extension is not operated as a separate dwelling as there is insufficient parking for two properties

**(b) DISCUSSION ON PLANNING APPEALS**

There were no Planning Appeals.

**(c) TO NOTE PLANNING DECISIONS**

Resolved that the Planning Decisions, as circulated, be received and noted.

**PFGP81/2018 TO ACCEPT THE MINUTES OF THE PLANNING MEETING  
FROM THE PLANNING AND ANNUAL MEETING  
(CONTINUED FROM 14<sup>TH</sup> MAY, 2018), HELD ON  
MONDAY, 21<sup>ST</sup> MAY, 2018**

Resolved that the minutes of the Planning Meeting from the Planning and Annual Meeting, (continued from 14<sup>th</sup> May, 2018), held on Monday, 21<sup>st</sup> May, 2018, as circulated, be approved.

**PFGP82/2018 TO ACCEPT THE MINUTES OF THE DAISY HILL IN BLOOM  
COMMITTEE MEETING, HELD ON TUESDAY, 22<sup>ND</sup> MAY, 2018**

Resolved that the minutes of the Daisy Hill in Bloom Committee Meeting, held on Tuesday, 22<sup>nd</sup> May, 2018, as circulated, be approved.

**PFGP83/2018 DISCUSSION ON THE APPROVAL OF ITEMS RELATING TO THE GENERAL DATA PROTECTION REGULATION AND TO APPROVE ANY ACTION**

Resolved that the Town Council approve the following items:

- (a) Westhoughton Town Council GDPR Policy
- (b) Audit of Data held
- (c) General Privacy Notice for individuals/leaders and contacts of voluntary groups and organisations
- (d) Privacy Notice for Councillors and Staff
- (e) Westhoughton Town Council GDPR Consent Form
- (f) Resolved that the Town Clerk is appointed as the Data Protection Controller and the Data Processor

The Town Council thanked the Town Clerk for explaining the GDPR and for compiling the legally required policy and documents.

**PFGP84/2018 CONSULTATION ON THE PROPOSED INCREASE IN PUPIL NUMBERS AT WESTHOUGHTON HIGH SCHOOL AND TO APPROVE ANY ACTION**

Resolved that the Town Council supports the proposed increase in pupil numbers at Westhoughton High School.

Cllr Mrs Winrow-Baker left the meeting.

**PFGP85/2018 DISCUSSION ON THE APPROVAL OF DAISY HILL IN BLOOM ITEMS TOTALLING £376 AND TO APPROVE ANY ACTION**

Resolved that the Town Council approve Daisy Hill in Bloom items totalling £376. This is in accordance with Section 144 of the Local Government Act 1972.

**PFGP86/2018 TO APPROVE THE BANK RECONCILIATION FOR 1.5.18 – 31.5.18**

Resolved that the Bank Reconciliation for 1.5.18 – 31.5.18, as circulated, be approved.

**PFGP87/2018 TO APPROVE ACCOUNTS FOR PAYMENT**

Resolved that approval be given to the signing by two members and the Town Clerk of an authorisation for payment of accounts totalling £4,083.81.

AP18	Brookfield Hall	Charity Sunday Lunches	2,054.00
AP19	Thomas Fattorini	5 x Past Mayoress Stick Pin	1,222.09
140	D.H.I.B. Committee Member	D.H.I.B. Items	9.00
141	Oaklands Nursery	D.H.I.B. Items	367.00
142	Cash	Postage	100.00
143	Central Park Vets.	Grant	271.35
DD	Talktalk	Internet & telephone	25.37
DD	Information Comm.	Data Protection Fee	35.00
TOTAL:			----- £4,083.81 -----

The payments to Thomas Fattorini and Central Park Veterans are in accordance with Section 137 of the Local Government Act 1972. The Payments to a D.H.I.B. Committee Member and Oaklands Nursery are in accordance with Section 144 of the Local Government Act 1972.

The payment to Brookfield Hall is a Town Mayor's Charity payment.

**PFGP88/2018 TO RECEIVE A REPORT FROM THE TOWN CLERK**

The following documents were noted by the Town Council:

1. Premises Licenses
2. Lancashire Association of Local Councils Training Course

**PFGP89/2018 DATE OF THE NEXT PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

Monday, 9<sup>th</sup> July, 2018.

The meeting closed at 7.35 p.m.