

**WESTHOUGHTON TOWN COUNCIL**

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

**12 APRIL 2021**

**PLANNING MEETING**

The Town Council observed one minute's silence in respect of His Royal Highness, the Duke of Edinburgh deceased.

**PRESENT:** Town Mayor Cllr D A Wilkinson and Councillors D J Bullock, M Cox (arrived 7.45p.m.) , Miss R S M Fairhurst, Mrs C H Kirkman , N Maher, A Price, Mrs A M Seddon, and A Younge.

**ALSO PRESENT:** Cllr J Speight as a member of the public and one other member of the public.

**PFGP21/2021 TO RECEIVE APOLOGIES FOR ABSENCE AND TO ACCEPT REASONS**

Deputy Town Mayor Cllr Mrs A B Eckersley-Fallon - work, Cllrs Brennan, Miss D McGeown, Reilly and Mrs Reilly - Personal Commitments and Miss Maley - I.T. problems.

**PFGP22/2021 TO READ THE NOTICE CONVENING THE MEETING**

The Chairman, Cllr D A Wilkinson, read the notice convening the meeting.

**PFGP23/2021 TO RECORD DECLARATIONS OF INTEREST IN ANY ITEM TO BE DISCUSSED**

Cllr D A Wilkinson declared an interest in Agenda Item No. P5 - 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 re-consider his decision at a Bolton Council Planning Committee, if additional information is presented.

**PFGP24/21 ADJOURNMENT TO ALLOW PUBLIC QUESTION TIME**

There were no questions

**PFGP25/2021 TO DISCUSS PLANNING & DEVELOPMENT MATTERS**

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

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

- 10575/21 The Town Council raised objection because the access is via Church Lane, which is narrow with many parked cars, there is a lack of facilities, the proposal is detrimental to wildlife and there is a proposal for a footpath through a woodland and the Town Council requests a Woodland Preservation Order
- 10557/21 The Town Council supported the application
- 10558/21 The Town Council supported the application but requested that if the application is approved, Peter Street is maintained to an acceptable standard after the development

- 10462/21 The Town Council supported the application
- 10487/21 The Town Council supported the application
- 10492/21 The Town Council supported the application however, the Town Council is concerned at the effect on the residents of Manley Crescent and it requested they are not overlooked by windows and there are no Juliette balconies
- 10464/21 The Town Council supported the application but was concerned at the impact on the residents of Wood Street and Pavilion Gardens regarding noise pollution from a rear patio and air conditioning
- 10468/21 The Town Council supported the application
- 10509/21 The Town Council supported the application
- 10538/21 The Town Council raised objection to the application because of the continuous change of conditions and it requested that conditions are retained where possible
- 10542/21 The Town Council supported the application
- 10551/21 The Town Council supported the application
- 10643/21 The Town Council supported the application
- 10622/21 The Town Council supported the application
- 10659/21 The Town Council supported the application
- 10656/21 The Town Council supported the application
- 10618/21 The Town Council supported the application
- 10629/21 The Town Council supported the application

**(b) DISCUSSION ON PLANNING APPEALS**

Nil

**(c) TO NOTE PLANNING DECISIONS**

There were no Planning Decisions

**PFGP26/2021 TO ACCEPT THE MINUTES OF THE PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY, 8th MARCH 2021**

Resolved that the minutes of the Planning and Finance & General Purposes Committee Meeting, held on Monday, 8th March, 2021, as circulated, be approved.

CLlr Cox arrived at 7.45 p.m.

**PFGP27/2021 DATE OF THE NEXT PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

Monday, 17th May, 2021 ( Dependent on the Coronavirus lockdown and the Town Clerk regaining access to her office).

**TOWN COUNCIL MEETING**

Cllr Speight joined the meeting.

**TC28/2021 TO ACCEPT THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY, 8TH MARCH, 2021**

Resolved that the minutes of the Town Council Meeting, held on Monday, 8th March, 2021 as circulated, be approved.

**TC29/2021 TO NOTE THE MINUTES OF THE PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEE MEETING, HELD ON MONDAY, 8TH MARCH, 2021.**

Resolved that the minutes of the Planning and Finance & General Purposes Committee Meeting, held on Monday, 8th March, 2021, as circulated, be noted.

**TC30/2021 DISCUSSION ON THE APPROVAL OF POLICY DOCUMENTS**

Resolved that the following Policy Documents, with amendments made by the Town Clerk, as circulated, be approved:

Anti-Harassment Policy, Complaints Procedure, Disciplinary Policy, First Aid at Work Risk Assessment, Grievance Policy, Review of the Effectiveness of Internal Audit, Risk Assessment.

**TC31/2021 DISCUSSION ON THE APPROVAL OF ITEMS FOR THE REMEMBRANCE DAY SERVICE & PARADE AND TO APPROVE ANY ACTION**

**(a) ROUTE AND ORDER OF PROCESSION**

The Town Council discussed an e-mail from the Minister of the Parish Church of St Bartholomew. Resolved that the Route and Order of Procession, as circulated, be Approved

**(b) HIRE OF GREENFIELD BAND**

Resolved that the Town Council approve the hire of Greenfield Band at a fee of £350

**(c) HIRE OF A P.A.SYSTEM**

Resolved that the Town Council hire a P.A. System at a fee of £425 plus VAT

**(d) HIRE OF OPERATIVES & EQUIPMENT**

Resolved that the Town Council approve the hire of operatives and equipment at a fee of £945 plus VAT

Items (b), (c) and (d) are in accordance with Section 137 of the Local Government Act 1972.

Resolved that the Town Clerk inquire if the G.M.Police are still not policing the Parade.

**TC32/2021 DISCUSSION ON THE PURCHASE OF CIVIC MEDALS AND TO APPROVE ANY ACTION**

Resolved that the Town Council purchase 5 x Civic Medals at a cost of £285.17 plus Vat each. This is in accordance with Section 137 of the Local Government Act 1972.

**TC33/2021 TO APPROVE BANK RECONCILIATIONS**

Resolved that Bank Reconciliations 1.1.2021 - 27.2.2021 as circulated, be approved.

**TC34/2021 DISCUSSION ON THE TOWN COUNCIL CONGRATULATING A DAISY HILL PRIMARY SCHOOL PUPIL ON WINNING A NATIONAL COMPETITION TO DESIGN THE MASCOT OF THE BIRMINGHAM 2022 COMMONWEALTH GAMES AND TO APPROVE ANY ACTION**

Resolved that the Town Clerk send a letter of congratulation and a Certificate of Achievement will be presented when the Town Council resumes face to face meetings.

**TC35/2021 DISCUSSION ON POLICE RELATED MATTERS FROM THE MARCH MEETING AND CCTV AND TO APPROVE ANY ACTION**

Resolved that the Town Council pursue the suggestions from the Bolton Lads and Girls Club, and appoint a Town Councillor to liaise with Police and the Emerson Management Services.

**TC36/2021 DISCUSSION ON THE TOWN COUNCIL SUPPORTING COMMUNITY GROUPS/ORGANISATIONS/RESIDENTS WHO WISH TO PLANT GRASS VERGES ETC. WITH BULBS AND PLANTS AND TO APPROVE ANY ACTION**

Resolved that the Town Council approach Bolton at Home and Bolton Council regarding permission for planting on grass verges

**TC37/2021 DISCUSSION ON THE RE-ADVERTISEMENT OF THE POSITION OF NEIGHBOURHOOD WATCH LIAISON OFFICER**

Resolved that the Town Clerk re-advertise the post.

**TC38/2021 TO APPROVE ACCOUNTS FOR PAYMENT**

Resolved that the Town Council approve the payment of the following accounts:

			£
AP68	Canon	Copier Lease	153.22
AP69	V Swinburne	Daisy Hill in Bloom items	115.20
AP70	ADT Fire & Security	CCTV Maintenance	1,262.96
AP71	Bolton Council	LNR Funding	7,000.00
AP72	Emerson	CCTV Monitoring 20231-22	4,200.00
Salaries & N.I.Payments Jan, Feb March			6,297.32
Bank Charges			7.00
DD	Zoom	Zoom Fee	14.39
DD	Talktalk	Internet & telephone	27.00
Total			£19,077.09

The payments to ADT Fire & Security and Emerson are in accordance with the Local Government Rating Act 1997 S31

The payment to V Swinburne is in accordance with the Local Government Act 1972 S144

The payment for L.N.R. funding is in accordance with the Highways Act 1980

**TC39/2021 TO RECEIVE A REPORT FROM THE TOWN CLERK**

1. Procedure at Meetings regarding legalities
2. E-Mail re litter bins

Dates of future meetings.

**TC40/2021 DATE OF NEXT TOWN COUNCIL MEETING**

Annual Meeting 10th May, 2021

Planning and Annual Meeting Continued 17th May, 2021

Annual Town Meeting 24th May, 2021

All Via Zoom unless access is gained into Westhoughton Library

The Town Mayor, Cllr D A Wilkinson thanked the Town Clerk and the Town Councillors for their support in a difficult year, due to Coronavirus.

Town Councillors congratulated the Town Mayor who had served from May, 2019 .

The meeting closed at 8.30 p.m.

