

EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 20 July 2017, 7.15 pm start

Annexe, Euxton PC Community Centre, Wigan Road, Euxton

A G E N D A

1. Apologies

2. Declarations of Interest and Dispensation Considerations

Members are reminded of their responsibility to declare any interest in respect of any matters contained or brought up at any point in this meeting, in accordance with the current Code of Conduct. Council will consider dispensation requests.

3. Minutes of Council Meetings

Council Minutes of the last meeting, approve their signing as a correct record (Item 3)

4. Statutory Business

4.1 Planning - Consider application list report from Lead Member for Planning, ratify responses made between meetings or to meet deadlines (Item 4.1)

4.2 Gladman information update and planning

4.3 Tree Preservation Orders for land within Euxton (Item 4.3)

5. Public Participation

Matters brought to the Parish Council by residents. Residents will have twenty minutes set aside during which each resident shall have three minutes.

6. Sealing of Documents

6.1 To authorise the signing of a lease for the play area at Greenside (copied to Councillors 10 July)

6.2 To authorise the signing of a direct debit form for the website and emails – this is to change the standing order to a direct debit to enable flexibility for change, whenever a new email box is created.

7. Financial Items

7.1 Approve Expenditures (Item 7.1)

7.2 Receive financial reports (Item 7.2a Income, 7.2b Reconciliation, 7.2c Budgets)

7.3 Receive the Internal Auditors report and action any items (Item 7.3)

7.4 Consider if Council could be temporary holders of the Library Friends Fund

8. Chorley Council Consultations

8.1 Social Isolation Pilot Project - Consider information sent to us and if Euxton want to offer to take part (Item 8.1)

8.2 Review of Borough Wide Bowling Greens – note report or feedback (Item 8.2)

9. Committee Updates and Recommendations

9.1 Leisure Committee recommendation, Greenside Play Area (Item 9.1)

9.2 Leisure Committee recommendation, Millennium Green Pond (Item 9.2)

9.3 Leisure Committee recommendation, land at Pear Tree Lane (Item 9.3)

D. Platt

CLERK

Published: 13/11/17

10. Freeman and Star Awards

Consider the explanations of the two schemes, criteria and forms which will assist residents to supply all the information when entering a candidate, adjust and adopt for implementation (Item 10)

11. Matters for information

Notify the Chair prior to the meeting start of any item to be brought up under this section. Only items of information, referral to another authority, or matters offered for consideration at a future meeting can be raised. No legal decisions can be taken.

Full Council meeting dates 2017: 21 September, 19 October, 16 November, TBC December

Newsletter deadlines: 11 August for the September issue; 10 November for the December issue



CLERK

Published: 13/11/17

MINUTES of the Annual Council Meeting held 15 June 2017 at 7.15 pm at The Annexe, Euxton PC Community Centre, Wigan Road, Euxton.

<u>Present</u>	Cllr J Bamber (Vice Chair)	Cllr C Jones	Cllr A Riggott
	Cllr M Bamber	Cllr E Jones	Cllr G Rypel
	Cllr A Caughey	Cllr A Platt	Cllr V Thornhill
	Cllr J Caughey	Cllr K Reed (Chairman)	Cllr H Tune
	Cllr P Fellows	Cllr A Reed	Cllr S Wellerd
	Cllr N Hall		

Members of the public 4

1. Apologies Cllr M Jarnell, J Matson.

2. Declarations of Interest

Cllr Platt declared a pecuniary interest in items forming part of agenda items 6.1 as a relative of an employee.

Cllrs Rypel, K Reed, T Reed declared an interest in the Gladman Appeal due to their proximity to the site.

3. Minutes of Council Meetings

Resolved: Minutes of the Annual Full Council Meeting held on 18 May 2017 were agreed to be an accurate record, and signed by the Chairman.

4. Statutory Business

The Gleadhill site was discussed as the training area has been resited into the Greenbelt with no indication of whether this required planning, it was not included on the planning application – Lead Member for Planning has composed a letter enquiring about these points.

Members were updated that the allotments part of the site for the application of three fields off Euxton Lane would come as a separate application from CBC for the layout and operation of allotments on the land given to them by the developers.

It was also discussed, the work on the footpaths adjacent to the Millennium Green and the new access created – but this is not where it was expected, the Parish Council were not consulted or asked where the access into its land would be, and not sure CBC were asked about the access through their land. A query will be raised on this by the Clerk.

The Gladman Appeal has been programmed for the 10th October through 11th and 12th then, if necessary the 17th and 18th October at the Town Hall. No officer has been appointed to this at Chorley yet.

5. Public Participation - Residents and Police Matters

Resolved: Council resolved to suspend standing orders.

Residents discussed the Gladman Appeal and the principle which Chorley will be fighting the Appeal, the timing and the representation CBC will be putting up for this Appeal.

A meeting has been requested for when the CBC Officer is appointed to discuss their argument and whether they will have professional assistance.

Resolved: Council resolved to restore standing orders.

4. Statutory Business

The Gladman Appeal – the Clerk will try to arrange a meeting with the appointed officer to discuss strategy, preferably in first two weeks of July.

6. Financial Items

6.1 Approve Expenditures, following the last meeting up to this meeting.

Resolved: Council approved the expenditures contained in the agenda reports and listed below. Council approved the additional list of expenditures presented at the meeting.

6.2 Receive financial reports

Resolved: Council received the financial reports.

Council commented that the new financial reported system appeared to be working well and thanked the Clerk.

7. Euxton War Memorial

Members discussed the contents of the letter received. The Council had agreed to take over the memorial itself but there was never any mention of it running/organising the remembrance services and it would not be possible to dictate to the churches when they should do these. There is an established arrangement in the parish with 'Churches Together' arranging a service together in the afternoon. Council had no objection if someone was to arrange additional services on different dates/times.

Resolved: Chair will draft a response with the Clerk and circulate to Council.

8. Committee Updates

All Purposes Committee Chair informed the next meeting would be 6th July.

Bowling Committee Chair informed the Council of an offer from CBC of £44K towards the project which is half of the supply and build full cost. Clerk will chase the demolition of the garages date.

The parking in the area of Greenside gates is heavy and this will be disrupted further when the garages are demolished and the new fencing/gates are erected – added to this the land which has now gone for building at the other side of the fields will further reduce parking in this area when it is cordoned off. The Parish Council has assisted in the erection of 'resident only' parking signs.

Great Get Together is from 12 on Saturday 17th June at Greenside.

Friends of Euxton Library Working Group Chair met on 12th June – the meeting was well attended and more residents attended.

Leisure – Chair informed that the next meeting a new Chair and VC would be required. It was noted there was not enough seating at Primrose play area for parents – Clerk informed three seats were to be removed at Greenside due to land going to building and these could be re-furbished and sited at Primrose.

9. Matters for information

Chair informed of her visit to the Queens Garden Party.

Cty Cllr Riggot updated on the Runshaw Lane Zebra signage, which is due to happen soon, and that the speeds of vehicles on Balshaw Lane would be monitored soon, and re-marking was programmed.

A photo may be available of the car which bumped into the wall at the Balshaw Lane roundabout with Wigan Road and this will be passed to the Police and LCC if made available to the Council.

Branches were obscuring the crossing beacons, this was referred to Cty Cllr Riggott. Cllr Tune will report on her attendance at the Good Practice/Wellbeing conference in Preston.

Euxton Council has been invited to the Cardiac Smart Awards and members are attending Friday 23 June and will report back.

Cllr Hall reported Packsaddle bridge has a number of problems with pigeons, the flower bed, flooding etc – Clerk will report.

Cllr J Bamber reported that the wildflower area on Euxton Lane appears to had begun growing.

The Euxton Lane planter was praised, as it looks nice.

The Chairman declared the public part of the meeting closed.

8.55 pm

6.1 Approve Expenditures

£	Payee	Purchase
10.85	RBS Bank	Bank Charge
76.97	Screwfix	Padlocks
11.21	Nuts	Hooks for flowers
97.08	British Telecom	Telephony
24.00	Easy Websites	website maintenance
7.00	Screwfix	Padlock change
6.00	The Print Quarter	Prints for Freemen
36.92	Peoples Pension	Pension contributions
105.60	Robert Acton	Litter pickers
1,800.00	RHF Turf Growers	Bark, primrose/balshaw
334.45	Viking Direct Ltd	Stationery
93.43	Eon Electricity	Electricity
180.00	Studholme Bell Ltd	Salary services
624.00	St John Ambulance Service	Staff training
1,500.00	G & A Marskell	Summer bedding
1,508.49	Various	Remuneration June E1
903.02	Various	Remuneration June E2
843.62	Various	Remuneration June E3
889.28	Various	Remuneration June E4
768.84	HMRC	Tax & NI June17
3,540.00	Stephen Dilworth Building	Alterations/pavilion for bowling

EUXTON PARISH COUNCIL MONTHLY PLANNING REPORT

20TH JULY 2017

DATE VALIDATED, APPLICATION NO,	LOCATION PROPOSAL	COMMENT/RECOMMENDATION
09/06/2017 17/00513/DIS	Balshaw Villa, Balshaw Lane Application to discharge conditions numbered 1 and 4 (landscaping), 2 (approval of reserved matters), 3, 13 and 14 (dwelling emission rates), 5 (ground surfacing materials), 6 (fences and walls), 7 (external facing materials), 8 (ground levels), 9 (surface water drainage), 10, 11 and 12 (access details) and 15 (approved plans) attached to outline planning permission 13/00985/OUT	Mainly technical details not v exciting
16/06/2017 17/00536/PNOT 17/00543/PNOT	Land adjacent Central Avenue Proposed works to parapets of bridges at Royal Ordnance bridge and footbridge at Buckshaw Parkway Station	Vertical extension to increase height of parapet from 1.5m to 1.8m to meet regulations
16/06/2017 17/00585/TPO	16 Casterton Beech tree: crown reduce by 50% and remove some lateral limbs where diseased/decaying	Standard letter
16/06/2017 17/00455/FULHH	Balshaw House Farm, Balshaw Lane Erection of porch to front elevation, erection of WC/utility to rear elevation, total window replacement, installation of bi-fold doors, replacement of sagging kitchen roof with 6 skylight windows.	Proposed renovation appears sensitive and with full cooperation from planners. This will hopefully present this old listed property in a more attractive way than at present. No comment
23/06/2017 17/00606/TPO	4 The Cherries (G5) Oak tree to boundary of No. 3 and No. 4 The Cherries - 20% crown thin, crown lift to 5m and trim lateral branches to boundary	Standard letter

EUXTON PARISH COUNCIL MONTHLY PLANNING REPORT

DATE VALIDATED, APPLICATION NO,	LOCATION PROPOSAL	COMMENT/RECOMMENDATION
23/06/2017 17/00577/FULHH	Whitecroft, 17 Washington Lane Erection of detached double garage (enlargement of previously approved garage under reference 15/00280/FUL).	No comment
23/06/2017 17/00604/FUL	Ash Lea Farm, Dawbers lane Retrospective planning application for the demolition of an agricultural building and the construction of a replacement building to be used as rural enterprise workshops (B1, B2 & B8 use)	A complex story relating to an agricultural building destroyed by fire in 2011 and replaced in 2014 by a slightly bigger building that was subsequently used for other than agricultural purposes. CBC have been pursuing the applicant to regularize matters. As EPC is keen to prevent encroachment of development or unacceptable development in the Green Belt I suggest that we should comment to the effect that “EPC would not wish to comment on the complex issues posed by this development in the Green Belt but would be supportive of CBC if it is determined that the development is inappropriate”.
30/06/2017 17/00634/FUL	5 Springfield Gardens Application to vary conditions 2 and 13 on planning permission ref: 11/00874/FUL (which was for 4 No. detached houses on plots 5, 6, 7 & 12) to allow the garage on Plot 5 to be converted to living accommodation.	Plot has separate approval for a detached garage so the integral garage is no longer required No comment
30/06/2017 17/00631/TPO	The Lodge, Wigan Road (at junction with Euxton Hall Gardens) Felling of Scots Pine tree covered by TPO 4 (Euxton) 1982	Applicant states that tree is of low amenity value and appears to be leaning dangerously. Suggest we tell CBC that we are content with the proposal if the CBC are satisfied that the tree is dangerous.
07/07/2017 17/00617/FULHH	19 Mallom Avenue Single storey side extension and extension to existing conservatory	No comment

5th July 2017

Adele Hayes has been appointed the CBC officer for this appeal

CBC with Adele who has confirmed some details below and attached the 'statement' for you all to read.

She has said that, if there are specific questions which are not covered in the statement which you have, she will endeavour to meet with some of you.

----- Original Message -----

From: Adele Hayes <adele.hayes@chorley.gov.uk>

To: Euxton Council <euxtoncouncil@btinternet.com>

Date: 05 July 2017 at 08:05

Subject: Planning Appeal - Land at Pear Tree Lane and School Lane, Pear Tree Lane, Euxton

Hi Debra

Further to our conversation yesterday I have attached the Council's Statement of Case.

Work will now be done on preparing proofs of evidence and we will agree a Statement of Common Ground with the appellants.

Counsel has been instructed and I anticipate that we will have a case conference in early August.

If the Parish Council have any specific questions once they have had the opportunity to review the Statement of Case, please let me know.

All documents should be available to view on the PINS website.

Also if you could help get the message out that any comments or representations need to be sent directly to PINS and not to Chorley Council, that would be appreciated.

I can confirm that all representations submitted previously have been forwarded to PINS.

Kind regards

Adele

Adele Hayes
Planning Services Manager
Chorley Council

Fw: TPO Land between Dunrobin Drive and the Railway

21/6/2017 09:56

Mervyn Thornhill

To [EUXTON PARISH COUNCIL](#)

Debra,

Please see the attached e-mail to Ian Heywood.

I would like an item on TPOs to go on the next meeting of the Parish Council together with a copy of the e-mail below. The item is a general item as I consider that other TPOs are required in Euxton. There isn't one covering the Gladman site, for example and there are quite a few other trees in the village that I think should be protected.

Vyn

----- Forwarded Message -----

From: Mervyn Thornhill

To: Ian Heywood <ian.heywood@chorley.gov.uk>

Cc: simon.birbeck@blueyonder.co.uk

Sent: Wednesday, 21 June 2017, 9:46

Subject: TPO Land between Dunrobin Drive and the Railway

I refer to our telephone conversation of earlier today and to our correspondence of November 2015.

The land between Dunrobin Drive and the railway is allocated for housing. It contains a large number of valuable trees. Most important of these is the cluster of attractive and "characterful" trees around the two old ponds in the field. However there are many other valuable trees on the site including those which obscure views of the railway from the existing housing and from the proposed housing.

In recent weeks there has been considerable activity in and around the field such as survey activity of various kinds. At the moment a ground investigation crew is working in the field. A planning application is clearly imminent.

You advised me that it is practice to delay making a TPO until development affecting the trees is an imminent prospect. I have to say that I find this strange as, until the TPO is made, there is little to prevent a landowner from clearing the site to make it more valuable and attractive to developers, or for a developer to clear the site before putting in a planning application. I feel that the Council should protect all trees that are worthy of protection, whether development is imminent or not.

I understand that you will now proceed towards the making of a TPO for this land and look forward to seeing which trees are included. I hope that you will include as many as possible.

Vyn Thornhill

Current Bank A/c

Payments made between 20/06/2017 and 20/07/2017

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
20/06/2017	Nuts	69	3.60		0.60	4510	200	3.00	Links
20/06/2017	High Speed Training	70	144.00		24.00	4075	120	120.00	Staff training
22/06/2017	RBS Bank	DD	13.86			4081	120	13.86	Bank charge/already credited
26/06/2017	Sam Croniken	67	600.00		100.00	4570	200	500.00	Cut back Greenside
26/06/2017	Xamax	71	58.62			1540	200	58.62	Shirts/Cancelled
26/06/2017	TESCO	72	28.25			4340	180	28.25	Freeman refreshments
27/06/2017	TESCO	73	2.00			4340	180	2.00	Freeman refreshments
30/06/2017	British Telecom	68	97.08		16.18	4080	120	80.90	Telephony
01/07/2017	Easy Websites	74	24.00		4.00	4160	120	20.00	Monthly rental
07/07/2017	Amazon	75	32.14		5.35	4080	120	26.79	Labeller/labels
07/07/2017	Chorley Borough Council	76	390.00			4430	180	390.00	MGPond plan app
11/07/2017	Screwfix	77	19.98		3.33	4570	200	16.65	Screwfix
20/07/2017	Water Plus	78	186.32			4500	200	186.32	Water/wastewater
20/07/2017	Maxigiene	79	90.00		15.00	4570	200	75.00	Maxigiene
20/07/2017	Studholme Bell Ltd	80	90.00		15.00	4010	120	75.00	Completion of P11D
20/07/2017	ARK Welding Ltd	81	96.00		16.00	4570	200	80.00	Gate post greenside
20/07/2017	C&W Berry Ltd	82	36.54		6.09	4570	200	30.45	Hardware
20/07/2017	G & A Marskell	83	359.00			4510	200	359.00	Hanging baskets
20/07/2017	DWG (NW) Ltd	84	35.00			4530	200	35.00	MG bridge board replace
20/07/2017	HMRC	85	4.42			4000	100	4.42	P11D tax
20/07/2017	Euxton Library/Cash	86	50.00			4250	160	50.00	Speaker grant
20/07/2017	Various	87	1,521.93			4080	120	18.00	Remuneration July 17 E1
						4070	120	34.20	Remuneration July 17 E1
						4000	100	1,469.73	Remuneration July 17 E1
20/07/2017	Various	88	831.17			4070	120	49.50	Remuneration July 17 E2
						4000	100	781.67	Remuneration July 17 E2
20/07/2017	Various	89	854.20			4070	120	51.30	Remuneration July 17 E3
						4000	100	802.90	Remuneration July 17 E3
20/07/2017	Various	90	896.98			4070	120	61.65	Remuneration July 17 E4
						4000	100	835.33	Remuneration July 17 E4
20/07/2017	HMRC	91	733.44			4000	100	733.44	Tax & NI July 2017
20/07/2017	Peoples Pension	92	36.81			4000	100	36.81	Pension contributions

Subtotal Carried Forward:

7,235.34

0.00

205.55

7,029.79

Current Bank A/c

Payments made between 20/06/2017 and 20/07/2017

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
20/07/2017	NW Air Ambulance	93	250.00			4250	160	250.00	Grant
20/07/2017	Buckshaw Village Scouts	94	250.00			4250	160	250.00	Grant
20/07/2017	Atlas Business Finance	95	135.22		22.54	4080	120	112.68	Photocopies
Total Payments:			7,870.56	0.00	228.09			7,642.47	

Current Bank A/c

Receipts received between 01/04/2017 and 20/07/2017

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	106 Banked: 07/04/2017	152,653.00						
106	Chorley Council	152,653.00			1076	220	150,944.00	Precent/grant
					1100	220	1,709.00	Precent/grant
	11 Banked: 10/04/2017	0.45						
11	TSB	0.45			1080	220	0.45	Interest
05/2017	Banked: 15/04/2017	15.98						
05/2017	Santander	15.98			1080	220	15.98	Interest
	66 Banked: 28/04/2017	0.95						
66	RBS	0.95			1080	220	0.95	Interest
	Banked: 15/05/2017	15.47						
	Santander	15.47			1080	220	15.47	Bank Interest
	Banked: 26/05/2017	5,267.95						
DD	HM Revenue & Customs	5,267.95			115	999	5,267.95	VAT Refund
	Banked: 26/05/2017	5,267.95						
	HMRC VAT office	5,267.95			515	999	5,267.95	VAT refund on payments
	Banked: 26/05/2017	-5,267.95						
	HM VAT Office	-5,267.95			515	999	-5,267.95	VAT refund on payments
	Banked: 31/05/2017	1.32						
	RBS bank	1.32			1080	220	1.32	Interest
DD	Banked: 15/06/2017	15.99						
DD	Santander	15.99			1080	220	15.99	Interest
	Banked: 30/06/2017	1.16						
	RBS	1.16			1080	220	1.16	Bank Interest
Total Receipts:		157,972.27	0.00	0.00			157,972.27	

**Bank Reconciliation Statement as at 13/07/2017
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
RBS Current Account	30/06/2017	111	507.69
RBS High Interest	30/06/2017	68	125,445.60
TSB - Current	06/05/2017	7	9,980.42
Coop - Current	31/05/2017	15	50,171.63
Barclays	16/06/2017	7	75,000.00
Santander	03/07/2017	72017	75,306.18
RBS Debt Card	30/06/2017	13	4,000.00
TSB - Savings	10/04/2017	11	0.45
			<u>340,411.97</u>
<u>Unpresented Cheques</u>			<u>Amount</u>
10/06/2017 61	Peoples Pension		36.92
15/06/2017 47	Robert Acton		105.60
15/06/2017 52	St John Ambulance Service		624.00
26/06/2017 67	Sam Croniken		600.00
			<u>1,366.52</u>
			339,045.45
<u>Receipts not Banked/Cleared</u>			
			0.00
			<u>0.00</u>
			339,045.45
		Balance per Cash Book is :-	339,045.45
		Difference is :-	0.00

Detailed Receipts & Payments by Account 13/07/2017

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<u>Payments Detail</u>						
4000 Employees	18,654	60,000	41,346		41,346	31.1%
4010 Payroll Services	225	900	675		675	25.0%
4070 Mileage	617	1,800	1,183		1,183	34.3%
4075 Employee Training	640	1,800	1,160		1,160	35.6%
4080 General Office	1,075	1,700	625		625	63.2%
4081 Bank charges	35	0	(35)		(35)	0.0%
4090 Publicity	1,137	3,500	2,363		2,363	32.5%
4100 Insurance	0	1,950	1,950		1,950	0.0%
4110 Subscriptions	930	1,200	270		270	77.5%
4120 Audit	180	900	720		720	20.0%
4130 Legal Fees/Planning Investig	0	2,500	2,500		2,500	0.0%
4160 Website Maintenance	80	780	700		700	10.3%
4180 Room Hire	119	1,000	881		881	11.9%
4211 Training/conference fees Counc	0	200	200		200	0.0%
4220 Elections and Parish Poll Fund	0	5,000	5,000		5,000	0.0%
4230 Emergency Fund	0	25,000	25,000		25,000	0.0%
4250 Grants	630	3,000	2,370		2,370	21.0%
4260 Christmas Celebrations	4	2,380	2,376		2,376	0.2%
4300 Euxton Gala	0	100	100		100	0.0%
4310 Speed Indicator Device	0	150	150		150	0.0%
4320 Neighbourhood Plan	0	2,000	2,000		2,000	0.0%
4330 Comms and Social Media Methods	0	50	50		50	0.0%
4340 Increase Public Involvement	57	250	193		193	22.9%
4350 Finance Software	0	113	113		113	0.0%
4380 Heritage/Sign Project	0	1,500	1,500		1,500	0.0%
4390 Defibrillator Project	21	2,500	2,479		2,479	0.8%
4420 Services provision	0	5,000	5,000		5,000	0.0%
4430 Millennium Green Pond Project	390	30,000	29,610		29,610	1.3%
4500 Utilities	841	1,000	159		159	84.1%
4510 Gardens/Planting/Competitions	4,043	10,000	5,957		5,957	40.4%
4530 Millennium Green	1,774	4,325	2,551		2,551	41.0%
4540 All Purpose Committee	201	2,500	2,299		2,299	8.0%
4560 Play Equipment Replace Scheme	0	50,000	50,000		50,000	0.0%
4570 Amenity/Open Space RRM	5,032	20,000	14,968		14,968	25.2%
4580 Land Fund/Amenity	0	18,684	18,684		18,684	0.0%
4585 Street Sweeping Machine Fund	0	4,000	4,000		4,000	0.0%
4590 Bowling/Boules Project	10,280	91,600	81,320		81,320	11.2%
4600 Healthy Streets	0	617	617		617	0.0%
4610 Ransnap Brook	0	279	279		279	0.0%
4620 CIL	0	47,176	47,176		47,176	0.0%

Detailed Receipts & Payments by Account 13/07/2017

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Overhead	46,965	405,454	358,489	0	358,489	11.6%
Total Receipts	0	0	0			0.0%
Total Payments	46,965	405,454	358,489	0	358,489	11.6%
Net Receipts over Payments	(46,965)	(405,454)	(358,489)			
Movement to/(from) Gen Reserve	(46,965)					

To the Chair and Councillors of Euxton Parish Council**Internal Audit Report Year Ended 31st March 2017**

I have audited the books of account and associated reports for Euxton Parish Council for the twelve months ended 31st March 2017 and detail below my observations;

The Accounts are prepared utilising the cashbook, that is to say that only cash received during the financial year is included. On expenditure only cheques raised during the financial year are included. This method removes the necessity of having balance sheet entries.

Records are maintained to a very high standard and constructed from primary documents, this provides an excellent audit trail from source through to the Annual Return as required by the Audit Commission, and is supported by full reconciliations.

Detailed checks were carried out on the books of account including the following

- | | | |
|---|--|---------------------------------------|
| 1 | Annual Precept | Accepted by Council 21/01/2016 |
| 2 | Bank reconciliations | |
| 3 | Spend vs. Budget | |
| 4 | Expenditure documentation (invoices) with a 100% check being undertaken. | |
| 5 | Income analyses and supporting documentation. | |
| 6 | Project Management Practices (where relevant). | |
| 7 | Certificate of Internal Financial Control – Accepted February 2017. | |

There is ample evidence of the council being kept up to date with financial reports being issued at each council meeting. These included a detailed report of cumulative spend and income against budget heading, also a payment and receipts summary which incorporates a bank reconciliation.

With these two schedules the financial situation of the council is fully shown.

Annual Precept Budget

The budget is a result of a process applied to the preparation of the annual precept and accepted by council at the meeting on 21st January 2016.

This identified a net spend of £100.3k (net of Chorley BC top up grant of £1.7k). This equated to £24.37 for a Band D property.

This was subsequently reported to council each month along with actual spend.

Statutory Risk Assessment

A full and detailed risk assessment was documented as being carried out in September 2016.

Standing Orders & Financial Regulations

Standing Orders and Financial Regulations are both current and documented as being reviewed in on 15th September 2016 for Financial Regulations and 16th October 2014 for Standing Orders.

Certificate of Internal Financial Controls.

During the year (February 2017) an audit was carried out by councillors when a nominated month was audited in detail, this covered all major activities. The councillor carrying out the audit signed this document.

Project Management

During 2012/13 council introduced a formal process to monitor major projects. This was first used to track the progress of The Greenside Gym project and with the successful conclusion of that project has now moved on to Bowling Green / Boules Pitch (March 2014) and Greenside Playing Field project.

In the absence of any projects deemed to be of sufficient magnitude in 2016/2017 there has been no requirement to implement the Project Management procedures.

Bank Reconciliation

Bank reconciliations show an audit trail through to bank statements. These form part of monthly financial reporting to the council.

The cash & bank at the financial year end was £225.0k, cash & bank balances at the previous year end were £196.8k an increase of £28.2k (+14.3%)

The Audit Commission have in the past gone on record saying that Reserves (bank balances) should be between 25% and 100% of expenditure excluding exceptional spend.

Euxton bank balance is 69% of spend, therefore within the Audit Commission guidelines.

Documentation (Invoices, Salary Payments & Petty Cash)

Expenditure Invoices

Invoices show evidence of having being checked and authorised by different councillors each month.

Petty Cash Disbursements

Petty cash disbursements are fully authorised and given the same level of approval as invoices.

Income

All income is supported by an audit trail of remittance advices or pro forma invoices.

Fixed Assets

The statutory schedule for 2016/17 details assets with a total value of £771.8k, a change on the prior year of +£3.8k.

Observation

As with the prior year extensive use was made of the Euxton Parish Council web site. All documents and minutes are readily available and it is a very valuable source of information

Summary

The following categories in the Annual Return show significant movement;

Other Receipts	+167%	(+£51.8k)
Staff Costs	+3.9%	(+2.2k)
Other Payments	+67.2%	(+£37.9k)
Bank & Cash	+44.3%	(+£28.2k)

J R Lawson
15th June 2017

Date: 29 June 2017
Our Ref: JC

Emailed to:

All Parish Clerks

Dear Clerk

SOCIAL ISOLATION PILOT PROJECT

At the last Chorley Liaison meeting I spoke about a pilot project to tackle social isolation.

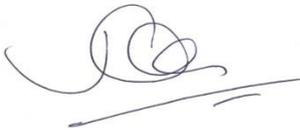
Social isolation can have a significant negative impact on an individual's health and wellbeing. People can become socially isolated at any age, young and old. They can also become isolated in all areas rural and urban.

As promised, I am writing to ask whether your council would be willing to participate in a pilot project. I am looking for a couple of parish/town councils. We will also be including a non-parish area.

There is no financial commitment to being involved. I would require some information about what you know of social isolation in your area. I would also need a contact person, possibly a parish councillor, to be part of a working group and who would be willing to support local interventions/actions.

If your council would like to be involved, please could you get back to me by Friday, 11 August?

Yours sincerely



Jamie Carson
Deputy Chief Executive/Director Early Intervention & Support

Date: 06/07/2017
Our Ref:
Your Ref: bowling assessment

Dear Sir / Madam

REVIEW OF BOROUGH WIDE BOWLING GREENS

I am writing to update our bowling community across the Borough about the work we have been doing in response to concerns about vandalism and youth activity on our bowling greens. We understand the value our communities place on our greens and open spaces and we are listening to concerns and doing what we can to deal with the issues.

Officers have been looking at the usage on each of our greens as well as the maintenance costs and looking at how the greens can be protected whilst at the same time taking account of the reducing budget the council has to spend on parks and open spaces as a result of wider cuts.

We would like to share this information with you and I enclose a summary which you are free to share with your clubs members. Please feedback any comments you have about the assessment to the contact details supplied on the document.

Utilising limited funding we are developing bespoke options for each of our greens on Harpers Lane, Astley Park, Tatton and Coronation and these include the provision of fencing where appropriate, in addition to measures to deter and prevent vehicular access to the greens and also some youth diversionary activity.

These are trial measures and in the event they are not successful, we will need to reconsider long term options and we welcome your ideas as to how bowling greens can become sustainable and what the Bowling Clubs can do to help.

If you would like to discuss the specific plans for our greens, please do not hesitate to contact Lindsey Blackstock, Parks and Open Spaces Officer on 01257 515151.

Yours sincerely



Cllr Alistair Bradley Executive Leader, Executive member (Economic Development and Partnerships) and Leader of the Labour Group

Please return any comments by 7th August 2017 to
Lindsey Blackstock, Parks Open Spaces Officer,
lindsey.blackstock@chorley.gov.uk

Chorley
Council

Bengal Street Depot, Bengal Street, Chorley, PR7 1SA

01257 515151

Bowling Green Assessment.

Draft for Consultation 2017



2006-2009
Transforming Services:
Citizen Engagement
and Empowerment.



2009-2010
Cohesive and resilient communities



2009-2010
Better outcomes for people and places

1.0 Bowling Greens play a prominent part in the sporting asset of Chorley. In most parts of the country the popularity of bowling is declining but in Chorley memberships are increasing and the sport is becoming more popular.

In summary there are seven leagues in Chorley:

- Chorley and District Crown Green Bowling League – 70 teams
- Mixed Veterans Bowling League. – 36 teams
- Chorley Churches League – 20 teams
- Chorley Vets League – 20 teams
- Ladies League – 20 teams
- Adlington League – 20 teams
- Leyland and District League – 48 teams

Total of approximately 234 teams in the Borough

There are approximately 20 to 70 teams in each league. Each team has 10 players and at least 2 subs. There is also a junior league. At least half of the players will play in various teams and leagues. This gives an approximate 1400 players in the Borough.

Bowling clubs are affiliated to the British Crown Green Bowling Association (BCGBA).

There are a total of 27 bowling greens across the Borough, of these 6 are public greens on Council owned sites, all the other 21 greens are privately owned and managed and only available to members. It is also important to note that there are no public greens in Leyland.

There is an indoor bowling facility available at Coppull Leisure Centre for winter use, this is a short mat green and can accommodate 70 bowlers. Users are over 65.

Many private sites linked to social clubs have sadly closed in recent years such as St James in Chorley and St Bede's in Whittle-le-Woods and others are struggling to stay open.

Stakeholder consultation suggests that the current supply and condition of outdoor bowling greens is inadequate. The public greens have little or no lighting which is an issue for night matches, poor ancillary facilities and often suffer from anti-social behaviour and unauthorised use for football. The clubs linked to private greens are often costly to join.

Sites with two bowling greens, kitchen, toilets, lighting and shelter such as Coronation Recreation Ground are much needed for tournaments and competitions.

An all-weather crown green bowling surface with flood lighting at a central strategic venue would be a big asset to Chorley.

A review of bowling greens has been carried out across the borough to derive and apply suitable provision standards.

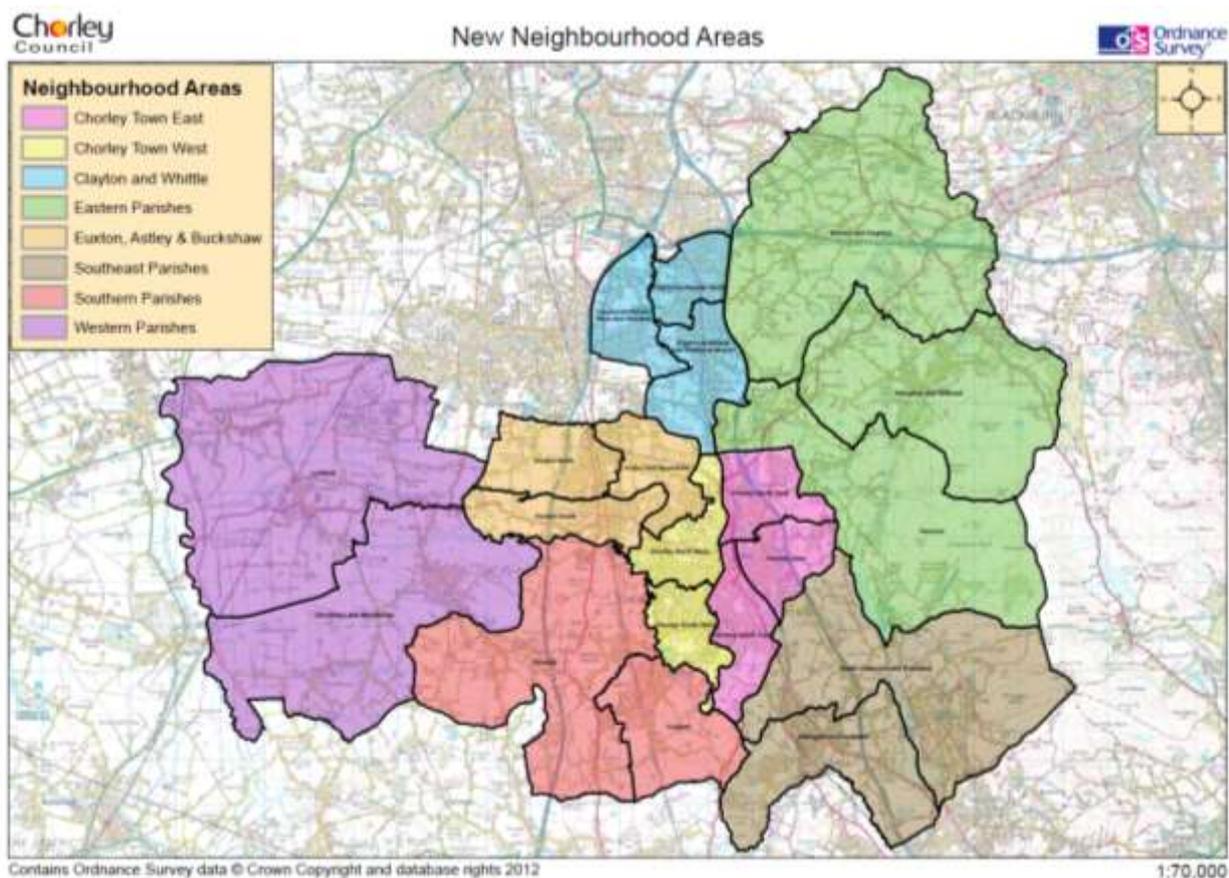
It is recognised that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities

2.0 METHODOLOGY

Neighbourhood Working

Chorley is split into 8 neighbourhood areas and the Council is working in a partnership approach to improve the Borough through Neighbourhood working. All playing pitches in the Borough have been analysed neighbourhood by neighbourhood, this includes those owned and leased by Chorley Council, Parish Councils, schools and private clubs.

Each neighbourhood consists of a number of wards and they are a mix of urban, semi-rural and rural settlements as illustrated below.



Bowling Green Assessments

The assessment and analysis is based on Sport England's Playing Pitch Strategy Methodology 'Towards a level playing field'. Only playing pitch stock available for community use has been scored and assessed as part of this strategy.

Bowling Greens have been assessed under the following criteria, the results of which are illustrated in the site analysis in section 3.0:

Bowling Green Quality

Bowling Greens were assessed on grass cover, evenness of surface, signs of wear and tear, conditions of ditches/boards, evidence of dog fouling, evidence of litter, glass, leaf fall, evidence of unofficial use, evidence of damage to the surface, surface of surrounding hard areas, access for disabled players/spectators, flood lighting, car parking. The quality assessment does not account for drainage or waterlogging issues though extra notes have been added to the assessment records. Pavilion standard and facilities has also been assessed and scored. – See Appendix A.

Greens have been scored as:

- An excellent or good pitch – good quality
- An average pitch – adequate quality
- A below average pitch or poor pitch – poor quality

Capacity

Capacity relates to the number of matches a bowling green can absorb; the needs of other users (public), the quality of the pitch and the limitations imposed by the owners (e.g. some clubs may limit use). For example, a very poor pitch will have 0 capacity as it is un-usable. Capacity in our site assessments is based on the quality rating for bowling greens and the number of teams currently playing at the sites. Six matches per week are expected to be played on a good pitch. These ratings assist in the identification of sites for improvement/development or rationalisation.

Pitches have been rated as:

- The pitch is being used over capacity - red
- The pitch is played to capacity - amber
- The pitch is being used under capacity - green

Value: the extent of bowling facilities on the site, whether there is public (or club) use, and whether the facility has a changing pavilion.

Setting Playing Pitch Standards

Within development plans local authorities use the FIT (Fields in Trust) guidelines to set local standards for outdoor sports provision. This is usually based on a number of hectares per 1,000 population, which should be protected and maintained as formal outdoor sports provision and designated as such in the LDF.

The Playing Pitch Strategy recommends a quantity standard for outdoor sport of 1.6 hectares per 1000 population as an aspiration for provision. This includes a playing pitch standard of 1.21 hectares per 1,000 populations and 0.39 hectares for athletics, tennis, bowling greens and training areas. This has been calculated by adding the number of hectares of pitches available for community use to the identified shortfall/surplus of pitches (latent and future demand) and applying it to potential future population growth.

3.0 ASSESSMENT FINDINGS

3.1 Playing Pitch Assessment by Neighbourhood Area

Chorley Town East

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
Tatton Recreation Ground. Chorley Council	411	1	6	N	7	6				Pavilion and basic facilities available. Issues of anti-social behaviour. Community Use
St Joseph's Club, PR6 OHR	412	1	6	N	6	8			N/A	Private Use
Harpers Lane Recreation Ground. Chorley Council	413	1	0	Y	6	6				Winter green. Community Use. No Toilets, no kitchen. Issues of antisocial behaviour.
St Peters Club, PR6 ODX	414	1	6	N	7	8			N/A	Private Use. Annual fee £20.
East Ward Conservative Club PR6 OAT	NEW	1	6	Y	9	8				Private use

Chorley Town West

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
Astley Park. Chorley Council	417	2	2	N	2	8				No flood lights. 2 teams use the greens. Community Use. No toilets, no kitchen
Windsor Road, Chorley Bowling Club. Private. PR7 1LN	418	1	8	Y	12	8			N/A	Private. Annual fee £90
Coronation Recreation Ground. Chorley Council	419	2	5	N	5	10				Flood lighting until 9pm limiting play. 3 teams use the greens. Some issues of anti-social behaviour. Community Use. Toilets and simple kitchen
St Mary's Club. Private use. PR7 2SR	420	1	6	N	6	8			N/A	Maintained by contractor. Annual fee £15
St Georges Club. Private use. Trinity Road, Chorley	421	1	8	N	8	8			N/A	Maintained by contractor. Annual fee £25

Clayton and Whittle

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
Ley Inn. Parish Council. PR6 7EU	422	1	6	N	7	8			N/A	Private Use

Eastern Parishes

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
Brinscall (BWARA) . PR6 8PY	423	1	6	N	6	8				Private Use. Floodlit
St Chads, Wheelton, PR6 8AJ	424	1	6	N	6	8				Private Use. Poor access for disabled. New hand rail installed 2016.

Euxton, Astley and Buckshaw

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
PROPOSED Euxton	NEW	1								Due to be constructed shortly on Greenside.
Buckshaw Oakbridge. PR7 7EH	NEW	1	0	N	?	?				Private Green at Retirement Village

Southeast Parishes

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREEN										
Anderton St Josephs. PR6 9LX	425	1	9	N	9	8				Private Use. Pavilion. Annual fee £25-£30
St Pauls, Adlington, PR6 9QZ	426	1	11	N	11	8				Private Use Some of their teams play else were – oversubscribed - Annual fee £25-£30
Rivington, BL6 7SE	427	1	5	Y	5	8				Private Use. Green hired out quite a lot to visitors.
Bay Horse Pub, Heath Charnock. PR6 9ER	428	1	4	N	4	8				Private Use. Pub- Facilities are poor.

Southern Parishes

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREENS										
Coppull Conservative Club Private. PR7 5DF	409	1	10	N	14	10				5 year plan to upgrade club facilities with the aspiration of an additional floodlit all weather green. No community use. Junior Club Section. 5 off these teams play else were Annual fee £35. £11 per match if not club member.

Western Parishes

Site Name and Ownership	KKP Ref	Pitch	No of teams using	Winter use?	Matches per week			Pitch Quality	Changing Facilities Quality	Site Information/Issues
					Played	Capacity	Capacity Quality			
BOWLING GREEN										
Bretherton Sports Club PR26 9AH	82	1	5	N	5	8				Community Use
Mawdesley L40 2QS	410	1	10	N	10	8				Good facility. Private use only
Croston Black Horse PR26 9RQ	415	1	6	N	6	6				Private Use
Eccleston, The Green, PR7 5TE	416	1	8	N	8	8				Private Use
Wymott, PR25 8LW	429	1	8	N	8	8				N/A
Croston Bowling Club. Highfield Road	NEW	1	6	N	6	6				Private

3.2 Bowling Green Analysis – Chorley Council Owned Assets.

Chorley Town West/East Bowling Greens

Site	Shelter	WC	Catering	Parking	Lighting	Misuse	Quality	Changing Facility	Demand	Winter use	Number of greens	Nearest private green	No. Teams	Matches/wk	Number Bowlers in ward	Ward	score
Tatton	2	2	2	2	2	2	2	2	High	N	1	East Ward Conservative Club	6	7	263	Town East	16
Harpers	1	1	1	2	1	2	1	1	Medium	Y	1	St Josephs Club	0	6	263	Town East	10
Coronation	3	3	2	3	3	2	2	2	Medium	N	2	St Marys Club	5	5	190	Town West	20
Astley	1	1	1	1	1	3	1	1	Low	N	2	Windsor Road Bowling club	2	2	190	Town West	10

KEY TO SCORING – Red – Poor Quality. Amber – Medium Quality. Green – Good Quality.

Quality score based on grass cover, evenness of surface, wear and tear, condition of ditches/boards, surrounding surface. Evidence of dog fouling ,litter, glass, leaf litter, unofficial use and damage, access, shelter, lighting and parking

Summary

The information provides facts relating to the existing facilities, present use of and demand of the bowling greens. The highest score is given to Coronation Rec Ground having the best existing facilities followed by Tatton Rec Ground. Harpers and Astley each score a total of 10 and therefore are the least favourable, these sites would also need the most investment to make them fit for purpose. Astley Park has the least facilities directly adjacent to the bowling greens and this is a factor which makes them less attractive to the bowling community. Tatton Bowling Green is overused and capacity needs to be shared elsewhere to allow the green chance to rest.

4.0 SUMMARY

QUALITY

The majority of the bowling greens in the borough are scored as high quality, no greens score as low quality. (See assessment sheet in appendix A)

Only three greens are scored as adequate quality, these are community greens that suffer from unofficial use and vandalism.

- Tatton Recreation Ground, Chorley
- Harpers Lane Recreation Ground, Chorley
- Coronation Recreation Ground, Chorley

Projects are in place to offer diversionary activities to alleviate these problems. In addition erection of barriers at Tatton to prevent vehicular access to the bowling greens and CCTV are planned. Fencing options are also being explored.

The ancillary facilities have also been scored. Two sites score low quality and four sites average quality.

Poor Quality Sites:-

- Astley Park, Chorley due to the lack of flood lighting and toilets/kitchen facilities near to the green;
- Harpers Lane Recreation Ground, Chorley due to the lack of flood lighting and toilets/kitchen facilities near to the green

It is recommended that investment is made at these sites to improve facilities, possibly through CIL, capital or external funding grants.

CAPACITY QUALITY

The number of matches each bowling green can absorb has been calculated linked to the quality of the Bowling Green. A number of sites are played over capacity:-

- Tatton Recreation Ground
- Anderton St Josephs
- St Pauls Adlington
- Coppull Conservative Club
- Mawdesley

It is recommended that capacity is found elsewhere where possible to allow the greens to rest and rejuvenate. Recommendations of sites would be welcome.

ACCESSIBILITY

A sensible accessibility standard is around 20 minutes to walk / drive to a bowling green which is measured at 5625m.

All greens in the Borough are accessible.

However, only 6 greens of the 27 are open to the community, the rest are private.

CHALLENGES FACED

Vandalism and damage

Young people play ball games

General maintenance costs (approx. £8,000 per green a year)

Greens played over capacity . It is recommended that capacity is found elsewhere where possible to allow the greens to rest and rejuvenate.

BENEFITS OF BOWLING GREENS

Health benefit to users

Social Benefit to users

Parks look “green” and well cared for. Keeping tradition alive.

ASPIRATIONS

Create an all-weather crown green bowling surface with flood lighting at a central strategic venue would be a big asset to Chorley.

Good Quality Bowling Greens

FUTURE OPTIONS FOR COUNCIL OWNED BOWLING GREENS

- Fencing existing grass greens where felt appropriate. Not guaranteed to solve the issue of misuse of the greens.
- Diversionary youth activity working with PCSOs, Community Development Team. Provide facilities specifically for youths on the recreation grounds to create a better option than the bowling greens.
- Full disposal
- Rationalise Council owned assets and improve the remaining facilities.
- Lease to Community Operator
- Business as Usual. Do nothing
- CCTV. CCTV is being installed at Tatton Rec within the next few months and is being considered at Coronation Recreation Ground and Harpers Recreation Ground.
- Charging policy to bring income back in to cover maintenance costs of the bowling greens. Private greens charge between £70 - £15 per annum with an average cost of £25.
- Creation of a strategic bowling hub within the Borough with numerous greens and an artificial crown bowling green for year round use. Approx. cost of artificial bowling green is £110,000.

ACTIONS TO AID THE FUTURE OF BOWLING IN CHORLEY

- Work with all bowling leagues in Chorley, possibly through a regular forum.
- Support clubs to develop their ancillary facilities to further meet local needs.
- Ensure that any facilities developed support opportunities for increasing participation of a wider range of age groups.
- Improve the quality of existing bowling green's where necessary.
- Identify a strategic site to create an all-weather floodlit bowling green in Chorley.

Non Technical Visual Quality Assessment - Bowling green

KKPref

Site name:

Number of greens

Flat/crown

Assessment Criteria (please rank each of the following aspects for each pitch with an 'X' in the coloured box to the right of the chosen answer)

Element	Rating			Comments
About the greens				
Grass cover	Over 70%	40-69%	less than 40%	
Evenness of surface	Good	Adequate	Poor	
Signs of wear and tear	None	Yes - some	Yes - lots	
Condition of ditches/boarding	Good	Adequate	Poor	
Surface of surrounding hard areas	Good	Adequate	Poor	
Is the green and surrounding area fenced?	Yes		No	
Fencing around the green and ancillaries	Good	Adequate	Poor	
Problem areas: litter, glass, fouling, leaf fall on the green	None	Yes - some	Yes - lots	
Problem Areas: Evidence of inappropriate use on the green	None	Yes - some	Yes - lots	
Access for disabled players/spectators - ie: ramps onto greens, width of gates	Good	Adequate	Poor	
Ancillary facilities				
Changing Accommodation	Yes		No	
Toilets	Yes		No	
Car parking	Yes		No	
General comments about the site:				
<input style="width: 100%; height: 100%;" type="text"/>				

9. Committee Updates and Recommendations

9.1 Leisure Committee recommendation, Greenside Play Area (Item 9.1)

The Leisure Committee recommends to Full Council a proposal to allocate £15,000 of the 'Land Fund/Amenity' budget (ref 4580) to the 'Play equipment replacement' budget (ref 4560) to make budget of £75,000 for the new play area. £10,000 is available from s106 monies gathered by Chorley Council.

9.2 Leisure Committee recommendation, Millennium Green Pond (Item 9.2)

The Leisure Committee recommends to Full Council a proposal to allocate £20,000 from the 'CIL' collections budget (ref 460) towards the 'Millennium Green Pond Project' (ref 4430).

9.3 Leisure Committee recommendation, land at Pear Tree Lane (Item 9.3)

The Leisure Committee request Full Council agree to the start of investigations regarding the fields between Pear Tree/Whinney Lane with the land owner, with a view to ascertaining if for sale or gift to the Council for a future project.

Freedom of the Parish

If you know of a resident who you believe should be recognised for their exceptional contribution or service to the community over a prolonged period of time to a person of distinction - contact the Council and let us know of the person and the reasons you believe they should be considered for the Freeman award.

It needs to be stressed that this is for 'exceptional contribution', Council does have an award for of volunteering efforts or community work for the village - see over the page.

Power: Local Democracy, Economic Development and Construction Act 2009, Parish Councils have the power to award the Freedom of the Parish.

Considerations for this are:

- Should be awarded in recognition of exceptional contribution or service to the community over a prolonged period of time to a person of distinction.
- Can be awarded to any resident of the Parish, or person outside the Parish, who renders an identifiable and consistent contribution/service to the Parish.
- Can be proposed by any resident in the Parish or by Parish Councillors.
- Parish Councillors/Council will have absolute discretion regarding who receives and award.
- It is not necessary to award if no-one is proposed and it is not a requirement that anyone is appointed even if proposed.

This is an award, solely in the gift of the Council and confers no material honours or special privileges nor does it entitle the person to participate in the proceedings of the Council meetings or in any ceremonial events. It is purely and simply awarded for merit.

Anyone wishing to nominate an individual for a Freedom of the Parish should contact the Clerk, and will be required to initially fill in the application form in conjunction with the selection criteria.

Selection Criteria

Applicants shall be judged eligible against the following criterion:

- They have brought distinction to the Parish of Euxton and enhanced its reputation as a direct result of their actions
- The work of the individual / organisation is considered exceptional as a direct result of their sustained actions
- The work of the individual / organisation has made a significant difference to the life of others – such service may be continuous over a period of time or through one significant single action or initiative
- The individual / organisation exemplifies selflessness and sustained commitment to voluntary service in their community

When considering applications, the group may wish to split nominations into categories to allow further clarity in their decision making. The following categories are suggested:

- Charitable
- Community
- Culture
- Business, Innovation and Science
- Education
- Health and Environment
- Military
- Miscellaneous other

It is accepted that some requests may fall into more than one category and applicants therefore need to address that in their submission.

Nomination form for a Freeman/woman of the Parish

All fields should be completed.

Nominee details	
Full name	
Address line 1	
Address line 2	
Town/city	
Postcode	
Telephone number	
Daytime telephone	
Email address	
Reason for nomination	
Please explain in approx 500 words the contribution your nominee has made to the life in Euxton.	
	Please use the selection criteria to support the nomination.
Reference	
A reference from someone familiar with the work of the nominee is required, this can be attached to this form or, alternatively you can email the reference to clerk@euxtoncouncil.org.uk quoting the Freeman application.	
Does the nominee know you are nominating them for this scheme?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If ticked no, do you acknowledge that, at some point, it will be necessary to contact the nominee to get their agreement for the nomination to progress?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Details of nominator	
Full name	
Address line 1	
Address line 2	
Address line 3	
Postcode	
Telephone number	
Daytime telephone	
Email address	
Please explain your relationship/connection to the nominee:	

We will use your information in order to process your nomination in a manner compatible with the Data Protection Act. Any disclosures or sharing of information will only take place where required or permitted by law.

If you have any queries about this form please contact the Clerk at 01257 234004 or clerk@euxtoncouncil.org.uk

Euxton Community 'Star' Awards

There are so many people who do 'unsung' work, volunteering, helping, keeping things running - most go unnoticed, unrecognised but the Council would like to change this, if only in a small way.

If you know of a stalwart helper, community volunteer or someone you admire for their work in the community - let us know. Maybe they run a club, do all the background work, or work selflessly to improve the local environment.

Write in to the Council with your nominee, let us know what they do, how often, how many years, why their work matters - as much as we will need to know to understand their contribution.

It is the Council's intention to award an Euxton Community Star Award to local 'stars' and report on them for the newsletter so the recipient must be prepared for this.

Considerations for an award are:

- Should be awarded in recognition of voluntary contribution or service to the community over a prolonged period of time.
- Can be awarded to any resident/or group, who renders an identifiable and consistent contribution/service to Euxton.
- Can be proposed by any resident in the Parish or by Parish Councillors.
- Parish Councillors/Council will have absolute discretion regarding who receives and award.
- It is not necessary to award if no-one is proposed and it is not a requirement that anyone is appointed even if proposed.

This is an award, solely in the gift of the Council and confers no material honours or special privileges nor does it entitle the person to participate in the proceedings of the Council meetings or in any ceremonial events. It is purely and simply awarded for merit.

Anyone wishing to nominate an individual/or group for a Community Star Award should contact the Clerk, and will be required to initially fill in the application form in conjunction with the selection criteria.

Selection Criteria

Application shall be judged eligible against the following criterion:

- They have brought distinction to the Parish of Euxton and enhanced its reputation as a direct result of their actions
- The work of the individual / organisation is considered exceptional as a direct result of their sustained actions
- The work of the individual / organisation has made a significant difference to the life of others – such service may be continuous over a period of time or through one significant single action or initiative
- The individual / organisation exemplifies selflessness and sustained commitment to voluntary service in their community

Nomination form for a Community Star Award

All fields should be completed.

Nominee details	
Full name	
Address line 1	
Address line 2	
Address line 3	
Postcode	
Telephone number	
Daytime telephone	
Email address	
Reason for nomination	
Please explain in approx 500 words the contribution your nominee has made to the life in Euxton.	
	Please use the selection criteria to support the nomination.
Reference	
References from others familiar with the work of the nominee are required, these can be attached to this form or, alternatively can emailed to clerk@euxtoncouncil.org.uk quoting this Star application.	
Does the nominee(s) know you are nominating them for this scheme?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If ticked no, do you acknowledge that, at some point, it will be necessary to contact the nominee(s) to get their agreement for the nomination to progress?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Details of nominator	
Full name	
Address line 1	
Address line 2	
Town/city	
Postcode	
Telephone number	
Daytime telephone	
Email address	
Please explain your relationship/connection to the nominee:	

We will use your information in order to process your nomination in a manner compatible with the Data Protection Act. Any disclosures or sharing of information will only take place where required or permitted by law.

If you have any queries about this form please contact the Clerk at 01257 234004 or clerk@euxtoncouncil.org.uk