

# EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 20 January 2022, 7.15 pm start

**Annexe, Euxton PC Community Centre, Wigan Road, Euxton**

## A G E N D A

Doc. Ref

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  
Approve the signing as a correct record, Full Council of 18 November 2021
4. Public Participation  
Matters brought to the Parish Council by residents. The Chair may limit a member of the public to 3 minutes of speaking in order to ensure the smooth running of the meeting. Overall this section will typically be limited to 20 minutes although the Chair may, at their discretion, extend this.
5. Statutory Business  
Planning - Consider planning report from Lead Member for Planning, approve responses and ratify responses made between meetings or to meet deadlines
6. Financial Items
  - 6.1 Approve Expenditures for this month, and any submitted after the agenda Item 6.1
  - 6.2 Receive financial reports (Items: a Income, b Reconciliation, c Budgets) Item 6.2
  - 6.3 Consider the Precept budget paper circulated Item 6.3
7. Grant Policy  
Consider the revised grant policy recommended to Full Council from the All Purposes Committee Item 7
8. Neighbourhood Working Scheme Item 8  
Discuss and decide on some projects to put forward for this scheme
9. Training needs for Councillors and staff – discussion to move forward
10. Matters for information  
*Notify the Chair prior to the meeting starts 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.*

*D. Platt*  
CLERK

Published: 14/01/22

Full Council meetings 2021: 17 February, 17 March, 21 April, 19 May AGM, 16 June, 21 July, 15 September, 20 October, 17 November  
Newsletter deadlines: 07/02/22 for March issue; 08/05/22 for June issue; 07/09/22 for September issue; 09/11/22 for December issue;

## PRIVATE, PART II ITEMS

### Exclusion of Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Schedule 12A of the Local Government Act 1972, Part 1 s1-10 (*specifically for this item s3*). It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business (*specifically for this item: Information relating to the financial or business affairs of any particular person (including the authority holding that information) ).*

### 11. Personnel Committee

Item 11

Report from the Personnel Committee meetings

  
CLERK

Published: 14/01/22

Full Council meetings 2021: 17 February, 17 March, 21 April, 19 May AGM, 16 June, 21 July, 15 September, 20 October, 17 November  
Newsletter deadlines: 07/02/22 for March issue; 08/05/22 for June issue; 07/09/22 for September issue; 09/11/22 for December issue;

Date, Valid, Ref	Description/Location (click to be directed to www)	Comment/Recommendation
<p>Ref. No: 21/01424/FUL   Received: Thu 09 Dec 2021   Validated: Thu 09 Dec 2021</p>	<p>Construction of 3G synthetic grass pitch in place of existing grass pitch                      Euxton Villa Football Club Jim Fowler Memorial Playing Fields Runshaw Hall Lane Euxton Chorley PR7 6HQ</p>	<p>No observations</p>
<p>Ref. No: 21/01475/FULMAJ   Received: Thu 23 Dec 2021   Validated: Thu 23 Dec 2021</p>	<p>Erection of 118 no. dwellings (Use Class C3) with associated access, landscaping, parking and other works following demolition of existing building.                      DXC Technology Euxton House Euxton Lane Euxton Chorley PR7 6FE</p>	<p>The Central Lancashire Strategic sites and locations assessment – revised 2011 report indicated that this site was a strategic site. Chorley Borough Council was a stakeholder of this report. The plan relating to this application indicates that the area is a strategic site.</p> <p>3.10 of the report assesses the site to consider the true representation of the site potential. It suggests that the actual facilities provided should be evaluated.</p> <p>4.2iii Originally identified by NW regional investment as a site to contribute very significantly to growth through housing and employment. <b>The housing detailed has largely been provided in the majority of the Euxton area of Buckshaw Village.</b></p> <p>4.2iv the take-up of employment premises stalled during the recession but is now picking up (<b>however this was written more than 10 years ago and has not considered the recent Covid related slow-down</b>). Proposing the site as a strategic resource would reassure investors. Even with backing Buckshaw Village will take many years to complete taking it into 2016 – 2021 mid phase of the core strategy. <b>With the recent Covid difficulties this has now been delayed to the point we are at now.</b></p> <p>Strategic Objective 10. To ensure there is a sufficient range of locations for employment purposes. <b>Patently the area of proposed housing is in an area that has been used for ‘employment purposes since 1938. Changing the use to housing further dilutes the strategic objectives of housing/employment balance. This follows recent losses of workplaces to housing in Euxton and the likely increase in travel for work which is prone to contribute to the climate-change challenge.</b></p>

## Current Bank A/c

## List of Payments made between 15/11/2021 and 14/01/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
15/11/2021	Plusnet	193	6.00		Mobil
15/11/2021	Onefiftyflags	195	34.75		Flags
15/11/2021	Ryman	196	17.98		Stationery
15/11/2021	Zoom	197	14.39		Virtual subscription
15/11/2021	TESCO	198	121.55		Christmas carols
15/11/2021	TESCO	199	15.00		Remembrance
15/11/2021	Start Safety UK	200	94.28		Cones
15/11/2021	Screwfix	201	48.95		PPE
15/11/2021	Screwfix	202	82.47		Fire Blankets
15/11/2021	Gardners Dream UK	203	22.98		Tree protectors
15/11/2021	The Garden Imp	203A	14.99		Tree straps
15/11/2021	ASC Timber Supplies Ltd	204	13.00		Hardware
15/11/2021	Post Office Limited	205	66.00		Stamps
15/11/2021	TESCO	206	22.10		Cleaning materials
15/11/2021	Nuts	207	92.52		Hardware
15/11/2021	Amazon	208	14.95		Waterproof box
15/11/2021	Amazon	209	32.98		Wheelbarrow
15/11/2021	Amazon	210	120.56		Tools hardware
15/11/2021	Peoples Pension	211	215.00		Pensions
15/11/2021	Water Plus	212	20.43		Water
15/11/2021	Southern Electric	213	48.83		Electricity
15/11/2021	British Telecom	214	111.06		Telephony
15/11/2021	TESCO	198A	-8.95		Christmas
15/12/2021	Society of Local Council Clerk	215	234.00		Subscription
15/12/2021	Euxton PC Community Centre	216	121.50		Room hires
15/12/2021	SM Sheet Metal Ltd	217	216.00		Repairs
15/12/2021	Nuchoice Ltd	218	180.00		Repairs fingerpost
15/12/2021	B&D Print Svs Ltd	219	1,268.00		Printing
15/12/2021	PKF Littlejohn LLP	220	480.00		Audit
15/12/2021	I P Jones Fencing	221	270.00		Repairs
15/12/2021	Delivered NW	222	378.94		Distribution
15/12/2021	Zoom	223	14.39		Subscription
15/12/2021	Elan City Ltd	224	288.83		Batteries and charger
15/12/2021	Floristic	225	95.00		Christmas wreath
15/12/2021	HMRC	226	1,102.89		Tax & NI Dec21
15/12/2021	Peoples Pension	227	212.87		Pensions
15/12/2021	Staff salaries	228	5,652.73		Salaries Dec21
15/12/2021	Royal British Legion	229	150.00		Wreaths and donation
15/12/2021	Coppull & Standish Brass Band	230	125.00		Playing Christmas
15/12/2021	Easy Websites	231	80.40		Website & Emails
15/12/2021	EE Mobile & Broadband	232	31.34		Mobile
15/12/2021	Water Plus	233	20.43		Water
15/12/2021	Southern Electric	234	62.03		Electricity
15/12/2021	British Telecom	235	111.06		Line BB
15/12/2021	Plusnet	236	6.00		Mobile
15/12/2021	Unity Trust Bank	237	18.00		Bank charges
15/12/2021	Staff salaries	228A	-9.00		Staff salaries correct.
15/12/2021	Delivered NW	222A	0.01		Distribution correction

## Current Bank A/c

## List of Payments made between 15/11/2021 and 14/01/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/12/2021	J P Woodland	243	400.00		MGreen branch
10/01/2022	Livedrive Internet Ltd	238	25.00		Cloud
10/01/2022	Gear4music	239	222.98		PA system
10/01/2022	Pole Green Nurseries	240	348.75		Plants
10/01/2022	Pole Green Nurseries	241	402.20		Plants
10/01/2022	Pole Green Nurseries	242	354.79		Plants
14/01/2022	Easy Websites	244	112.80		Website and emails
14/01/2022	Chorley Borough Council	245	264.49		Play area inspects
14/01/2022	Chorley Borough Council	246	498.74		Moving play areas
14/01/2022	Chorley Borough Council	247	731.18		Mowing Greenside
14/01/2022	Chorley Borough Council	248	1,508.36		Mowing M.Green
14/01/2022	TESCO	249	30.01		Fuel
14/01/2022	Zoom	250	14.39		Virtual subscription
14/01/2022	Plantscape Ltd	251	1,195.20		Christmas trees
14/01/2022	Parish Online	252	336.00		Subscription
14/01/2022	John Hy Mayor	253	498.00		Christmas tree
14/01/2022	Solarhygiene	254	58.14		Liquid Legionnaires
14/01/2022	The Flag Shop	255	56.71		Flags - Platinum
14/01/2022	EE Mobile & Broadband	256	31.34		Mobile
14/01/2022	Atlas Business Finance	257	238.86		Photocopies 15/2/21-14/1/22
14/01/2022	Peoples Pension	258	192.82		Pensions Dec21
14/01/2022	HMRC	259	1,090.82		Tax & NI Jan22
14/01/2022	Staff salaries	260	5,604.38		Salaries Jan2022
14/01/2022	Amazon	261	79.96		Tree protectors
14/01/2022	Amazon	262	1,017.00		Batteries
14/01/2022	Euxton Cricket Club	263	2,500.00		Grant
<b>Total Payments</b>			<b>30,145.16</b>		

## Current Bank A/c

Receipts received between 15/11/2021 and 14/01/2022

## 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>
	Banked: <b>15/11/2021</b>	<b>0.01</b>						
	Santander	0.01			1080	220	0.01	Interest
	Banked: <b>29/11/2021</b>	<b>708.40</b>						
	M'cr Ace Property	708.40			1570	200	708.40	Litter picking at shops
	Banked: <b>30/11/2021</b>	<b>0.06</b>						
	RBS	0.06			1080	220	0.06	Interest
	Banked: <b>01/12/2021</b>	<b>5.16</b>						
	CCLA	5.16			1080	220	5.16	Interest
	Banked: <b>06/12/2021</b>	<b>0.01</b>						
	Barclays	0.01			1080	220	0.01	Interest
	Banked: <b>10/12/2021</b>	<b>0.01</b>						
	TSB	0.01			1080	220	0.01	Interest
	Banked: <b>15/12/2021</b>	<b>0.01</b>						
	Santander	0.01			1080	220	0.01	Interest
	Banked: <b>24/12/2021</b>	<b>10,402.73</b>						
	Chorley s106	10,402.73			1550	200	10,402.73	Chorley s106
	Banked: <b>31/12/2021</b>	<b>1.55</b>						
	Unity Trust	1.55			1080	220	1.55	Interest
	Banked: <b>31/12/2021</b>	<b>0.04</b>						
	RBS	0.04			1080	220	0.04	Interest
	<b>Total Receipts:</b>	<b>11,117.98</b>	<b>0.00</b>	<b>0.00</b>			<b>11,117.98</b>	

**Bank Reconciliation Statement as at 14/01/2022  
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	31/12/2021	197	597.94
RBS High Interest	31/12/2021	122	4,117.87
TSB - Current	15/06/2021		17.18
Coop - Current	15/06/2021		973.09
Barclays Current	16/12/2021		65.00
Santander	03/01/2022	12022	1,408.56
RBS Debit Card	31/12/2021	101	4,000.00
TSB - Savings	03/01/2022	45	163.63
Coop - Savings	15/06/2021		10,123.22
Barclays Savings	16/12/2021		272.40
Public Sector Deposit Fund	31/12/2021	44	152,239.71
Unity Trust (Current)	31/12/2021	40	6,244.67
Unity Trust (Saver)	31/12/2021	30	30,040.49

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210,263.76

**Unpresented Cheques (Minus)****Amount**

15/12/2021	230	Coppull & Standish Brass Band	125.00
14/01/2022	244	Easy Websites	112.80
14/01/2022	245	Chorley Borough Council	264.49
14/01/2022	246	Chorley Borough Council	498.74
14/01/2022	247	Chorley Borough Council	731.18
14/01/2022	248	Chorley Borough Council	1,508.36
14/01/2022	249	TESCO	30.01
14/01/2022	250	Zoom	14.39
14/01/2022	251	Plantscape Ltd	1,195.20
14/01/2022	252	Parish Online	336.00
14/01/2022	253	John Hy Mayor	498.00
14/01/2022	254	Solarhygiene	58.14
14/01/2022	255	The Flag Shop	56.71
14/01/2022	256	EE Mobile & Broadband	31.34
14/01/2022	257	Atlas Business Finance	238.86
14/01/2022	258	Peoples Pension	192.82
14/01/2022	259	HMRC	1,090.82
14/01/2022	260	Staff salaries	5,604.38
14/01/2022	261	Amazon	79.96
14/01/2022	262	Amazon	1,017.00
14/01/2022	263	Euxton Cricket Club	2,500.00

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16,184.20

194,079.56

**Receipts not Banked/Cleared (Plus)**

0.00

**Bank Reconciliation Statement as at 14/01/2022  
for Cashbook 1 - Current Bank A/c**

	<u>Amount</u>	<u>Balances</u>
		0.00
		<u>194,079.56</u>
<b>Balance per Cash Book is :-</b>		<b>194,079.56</b>
<b>Difference Excluding Adjustments is :-</b>		<b>0.00</b>
 <b><u>Adjustments to Reconciliation</u></b>		
17/09/2020 112           TESCO	0.00	
		0.00
<b>Unreconciled Difference is :-</b>		<b><u>0.00</u></b>



### 6.3 Consider the Precept budget paper

#### Further information

The precept budget enclosed shows all the requests from the Committees and the normal day to day running of the Council.

Bottom of page 2 is Scenario costs A and B

#### Scenario A

The requests take the precept budget to a much higher level than in previous years increasing the Band d property cost from £34.52 last year to £60.58, that's £30.06 or just under 75% increase.

#### Scenario B

Projected CIL monies may cover the projects if a Committee is prepared to wait 6 to 18 months to start its projects. For example - the smaller of the two projects could be done first awaiting the larger sums later for the bigger project.

Projected CIL income in April 2022 is £22,568.35

Rough estimates from the CIL section at Chorley (Planning Obligations) are receipts from:

Group 1 in Buckshaw – 81 houses – circa £65K

School Lane – 180 houses – circa £218K

There is no exact timetable for these sums but, when they come in, Council will need to have 'ready to go' projects to spend the CIL on, so it doesn't carry large sums of CIL in to future years – having no large projects in the pipeline.

The suggested budgets to crop from this Precept and transferred to the CIL 'waiting list' would be the £50K and £75K highlighted on the budget sheet.

This would bring the Band d property cost to £34.54 (0.1% rise on last year – or 2p)

Draft budget report for 2022/2023 precept

Item 6.3

Budget heads	Description	Budget 21/2022	Spend	Income	Balance	Committed expenditure to end Mar22	Budget Balance	Carry Fwd	PRECEPT 2022 /2023	Notes on 'Committed' items
4000	Employees	90,000.00	74,383.00		15,617.00	13,500.00	2,117.00		95,000.00	salaries Feb/Mar
4010	Payroll Services	1,200.00	550.00		650.00	180.00	470.00		1,200.00	
New 4020	Premises								5,000.00	
4070	Mileage	3,000.00	1,800.00		1,200.00	360.00	840.00		3,000.00	
4075	Employee Training	3,000.00	542.00		2,458.00	250.00	2,208.00		3,000.00	
4080	General Office	5,300.00	4,514.00		786.00	650.00	136.00		5,300.00	
4090	Communications	4,100.00	4,318.00	300.00	82.00	50.00	32.00		4,250.00	
4100	Insurance	3,750.00	5,403.00		- 1,653.00		- 1,653.00		4,000.00	
4120	Audit	1,500.00	231.00		1,269.00		1,269.00		1,650.00	
4130	Legal Fees/Planning Investig	5,000.00	1,115.00		3,885.00		3,885.00		5,000.00	
4211	Councillor Training	250.00	-		250.00	100.00	150.00		500.00	
4250	Grants	6,000.00	32,500.00	40,000.00	13,500.00	13,500.00	-		6,000.00	1 School grant outstanding
4260	Christmas Celebrations	3,000.00	1,850.00		1,150.00	250.00	900.00		3,000.00	Tree
4300	Euxton Gala	1,500.00	-		1,500.00		1,500.00		1,500.00	
4310	Road Safety/SPID	2,500.00	9,097.00	7,325.00	728.00		728.00		2,500.00	
4320	Footways/cycleways	250.00	-		250.00		250.00			Delete - see new
4340	Community Engagement	250.00	47.00		203.00		203.00		600.00	Platinum Jubilee
4350	ECO Projects	8,000.00	-		8,000.00	1,200.00	6,800.00			Delete - see new
New	ECO/Trees/Footway/Cycleway								9,000.00	
4380	Heritage Projects	3,000.00	-		3,000.00		3,000.00		3,000.00	
4390	Defibrillator Project	4,000.00	-		4,000.00	2,000.00	2,000.00		4,000.00	BV N'hood project
4410	Monarch Passing	500.00	64.00		436.00		436.00		500.00	
4500	Utilities	1,400.00	700.00		700.00		700.00		1,400.00	
4510	Gardens/Planting	10,000.00	3,301.00		6,699.00	1,085.00	5,614.00		10,000.00	Ordered tree proj's Eux/Runs/Balsh
4520	Allotments	21,722.00	197,563.00	193,844.00	18,003.00	3,000.00	15,003.00		2,000.00	Orchard planting, water, elec
4530	Millennium Green	10,000.00	1,657.00		8,343.00	4,085.00	4,258.00	4,000.00	10,000.00	Path repairs, pond, wetland
4540	All Purpose Committee	2,500.00	-		2,500.00		2,500.00		2,500.00	
New	Balshaw Lane area 3 Renewal								50,000.00	See supplementary report
4560	Multi/All Weather Greenside	1,500.00	-		1,500.00		1,500.00	1,500.00	75,000.00	See supplementary report
4570	Amenity/Open Space RRM	35,000.00	48,364.00	35,717.00	22,353.00	8,750.00	13,603.00	7,000.00	35,000.00	Bark, repairs, pads
4581	War Memorial	500.00	316.00		184.00		184.00		500.00	
						48,960.00		12,500.00	344,400.00	
<b>Earmarked Reserved Funds</b>										
320	Emergency Fund	22,564.10	-		22,564.10			22,564.10		
321	Unspent Grants (inc tree,Covid)	12,000.00	4,640.00		7,360.00			7,360.00		
330	Land Fund	65,000.00	31,252.00		33,748.00			33,748.00	31,252.00	
340	Street Machines	4,000.00	3,242.00		758.00				4,250.00	
350	Ransnap Brook	279.00	-		279.00			279.00		
360	Elections and Parish Poll Fund	3,500.00	-		3,500.00			3,500.00	9,447.00	Election year quote £12947
370	CIL	209,093.00	209,093.00		-			-		
380	Balshaw Villa	6,522.00	478.00		6,044.00			6,044.00		
390	Greenside Parking Fund	1,800.00	-		1,800.00			1,800.00		
								75,295.10	44,949.00	
								87,795.10	389,349.00	

## Item 6.3

Calculations		Explanations
Bank	<b>210,264</b>	This is the balance of money in the bank
Less estimated spend to end March 2021	<b>48,960</b>	Projected spend to the end of this financial year
Less carry forwards/EMR Funds	<b>87,795</b>	All EMR funds and allocated funds/orders
Cash in hand	<b>73,509</b>	Balance of non-allocated funds
Draft budget request	<b>389,349</b>	Precept 2021/2022 column
Projected income	<b>25,068</b>	Money due in from CIL, invoices raised
Less the Cash in hand	<b>73,509</b>	Calculation from above, bank balance less spend/carry fwds etc
	<b>290,772</b>	Proposed precept amount

Previous years comparisons				Annual		
<u>Band D equivalent Calculations</u>	<u>Tax Base</u>	<u>change</u>	<u>Precept figure</u>	<u>Resident pays</u>	<u>% +/- paid by residents</u>	<u>Top Up</u>
2009 / 2010	3327.80		112340	£33.76		
2010 / 2011	3409.80		113200	£33.20	-1.66%	down 1.7% for residents
2011 / 2012	3527.20		107,990	£30.62	-7.78%	down 7.8% for residents
2012 / 2013	3656.90		104,270	£28.51	-6.87%	down 6.9% for residents
2013 / 2014	3597.38		101,171	£28.12	-1.37%	down 1.4% for residents
2014 / 2015	3759.46	162.08	104,817	£27.88	-0.86%	down nearly 1% for residents
2015 / 2016	3992.53	233.07	107,816	£27.00	-3.25%	down over 3% for residents
2016 / 2017	4116.64	124.11	100,323	£24.37	-9.74%	down over 9%
2017 / 2018	4295.49	178.85	150,944	£35.14	44.10%	raised over 44%
2018 / 2019	4437.48	141.99	159,000	£35.83	2%	rise of 2%
2019 / 2020	4674.28	236.80	165,190	£35.34	-1.10%	down
2020 / 2021	4709.96	35.68	164,142	£34.85	-1.50%	down
2021 / 2022	4791.80	0.82	165,411	£34.52	-1.00%	down

### Scenario A

2022 / 2023 - estimated Tax Base figure	4800.00	<b>290,772.34</b>	£60.58	73%	up	See report
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### Scenario B

2022 / 2023 - estimated Tax Base figure	4800.00	165,772.34	£34.54	0.1%	up	See report
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## EUXTON PARISH COUNCIL

## GRANT POLICY

1. Euxton Parish Council grants are intended to assist local organisations (e.g. voluntary, youth, sporting, social) with their projects and other development. They are not intended to assist individuals **or** commercial enterprises, i.e. businesses and grants will not be given to applicants in such a category.

Local organisations are those that are:

- based in the Euxton Parish Council area, or
  - have a clear link to the Village, such that its residents will benefit from the Council's support of the group
2. Applications must be for a specific purpose, project or equipment (all are referred to in this policy as 'project'),
  3. All grant applications must be in writing (e-mail is acceptable) to the Council via the Clerk.
  4. Other than as exempted in para 5 below all applications **must** include the following:
    - A clear description of the project and its goals;
    - The total cost of the project, or (where the total cost is not yet known) an approximation of the total cost;
    - The sum, in pounds £, being requested from Euxton Parish Council;
    - A summary of such other funds that the Applicant has available for the project.
  5. The Council realises that some small organisations seeking relatively small sums of money may not be able to provide information beyond a description of the project and the sum being requested. Such organisations should seek guidance from the Clerk before submitting an application.
  6. The Council may request that supplementary information be provided by the applicant; this information might include but not be limited to details of the applicant group's financial situation (possibly including its latest bank statement), a copy of its constitution, and details of its elected officers or trustees.
  7. The organisation must sign, date and return a receipt to the Clerk as soon as any grant is received.
  8. An individual from the organisation is welcome to attend the Council meeting at which their application will be discussed to make a short verbal case for the grant. Councillors will consider more favourably applications that are thus supported. The Council reserves the right to *require* a representative from an applicant organization to attend a meeting if in its considered view it will be able to obtain further and better particulars of an application.

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9. The Council requires that the organisation receiving the grant either:
- arranges for a photo to be taken of a Councillor with the completed project, or
  - forwards to the Council a photo of the applicant group with the completed project, or
  - gives feedback to Council in writing. (Email acceptable)

Photographs may be used for Council publicity, including website and social media

10. Notes:
- a. Making an application does not mean that a grant will be awarded by the Council either in full or in part
  - b. Applications received after the Council's grant budget has been expended will be returned with an appropriate explanation. The organisation may re-apply in the next financial year.
  - c. However, should a qualifying group require emergency financial assistance during the course of the year, Euxton Parish Council will give consideration to such an application, even if the Grant budget (at the time of the application) has been expended.

## **PROPOSING NEIGHBOURHOOD PRIORITIES**

Chorley Council continue to support neighbourhood working and sees the benefit of enabling elected representatives and other organisations to work together to improve local communities. Therefore, an annual budget of £50k has been retained to support neighbourhood priority project delivery

At the meetings in the New Year each Neighbourhood Area Group will be asked to select their priorities. To assist in this process, we have provided some supplementary information to help members of the group to prepare for identifying and selecting priorities

### **Producing your Proposal**

The council is committed to supporting projects that focuses on the wider determinants of health & Wellbeing, as these issues impact on the daily lives of our residents. In addition, the impact that Covid has had on our communities is also a key focus

We would encourage you to think about how the project could help achieve any of the below

- Support and enable residents to feel proud of where they live
- Support residents to take an active part in their community
- Provide opportunities to make communities healthier
- Provide employment or education opportunities
- Provide opportunities that address food poverty
- Provide opportunities that help encourage residents to be more active
- Provide support to make residents more digitally connected
- Provide peer support opportunities for those experiencing difficulties
- Provide opportunities to addresses social isolation
- Provide support for those experiencing financial hardship
- Help to keep neighbourhoods clean, and safe

### **Submitting your Proposal (Priority Proposal Form)**

To help aid discussions in the meeting and selection of priorities we are asking if you can complete as best possible the Priority Proposal Form. This looks to gather information and make it easier at the area meeting to discuss, assess feasibility and prioritise selection

Form includes

- Detail of Project - what is to be delivered and anticipated actions
- What are expected outcomes/how will it enhance life of people in the community
- Is there a rationale or any evidence that supports why the project is needed?
- What other partners may need to be consulted in order to deliver the project

- What are the anticipated costs of the project?
- What other resources may be needed to deliver the project
- Do you feel the project can be completed within financial year?

### **Funding Available**

Chorley Council commits a £50k budget investment to support priorities which resulting from the creation of six areas, each Neighbourhood Area group will have a budget of £8000 to allocate to their chosen priority projects

Each area group can allocate the funds accordingly to projects which they agree to deliver. This will give the group opportunity to fund either one large project or allocate to several different projects. It is recommended that no more than a maximum of four projects are chosen to be delivered

While the council continues to support the delivery through this funding and officer time, each neighbourhood area is encouraged to consider what match-funding and support may be available through other partners. This has been successful in recent years in enhancing projects that would otherwise not been delivered.