

## HORWICH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, Public Hall, Lee Lane, Horwich on Monday 10 September 2018 commencing at 7.30pm

PRESENT: Councillors: C. Root (in the Chair), M. Brady, J. Bullock, I. Carruthers, R. Graham, P. Holmes, M. Jarvis, J. Kellett, K. McKeon, S. Rock, G. Stone, P. Wright  
Town Clerk, C. Hutchinson  
Councillor S. Baines, Ward Councillor Horwich and Blackrod  
6 members of the public

### CHAIR TO OUTLINE FIRE SAFETY EVACUATION PROCEDURE:

FG 6879 Councillor Root outlined the procedure from the information provided.

### PRESENTATION OF DONATIONS FROM THE REMAINING MAYORAL ALLOWANCE BY COUNCILLOR STEVE ROCK, TOWN MAYOR OF HORWICH 2017 – 2018:

FG 6880 Councillor Rock presented cheque donations to representatives from various voluntary groups who were based at Horwich Community Centre, these included Breakaway, Friday Club, Kidz2gether and Tuesday Club. Councillor Rock thanked the representatives for attending and on behalf of Council for all the work that they undertake for the benefit of the local community.

### TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 6881 Apologies were accepted from Councillors Chadwick and Denton as presented.

### TO REMIND MEMBERS TO MAKE A DECLARATION CONCERNING ANY MATTERS TO BE DISCUSSED DURING THE MEETING OF WHICH THEY HAVE AN INTEREST:

FG 6882 None.

### PUBLIC PARTICIPATION:

FG 6883 Council welcomed Gemma Hyland and Kristina Harrison representing St Catherine's Primary School PTA who presented details about a proposed Christmas Lantern Parade which would be an event for the whole community and could be incorporated into the annual Lighting of the Civic Christmas Tree event at the Crown Roundabout. While acknowledging that there were a number of factors to be considered including risk assessment and safety, costs for road closure, material and suitable space for lantern workshops, it was hoped that this could be the start of a long term tradition in Horwich marking the start of the festive season and encouraging community cohesion.

It was noted that Members thought that this was an excellent idea and it was noted that there was strong support for such an event but it would be

necessary to discuss the cost and logistical implications. It was noted that this would be included as an agenda item for discussion at the next meeting of the Town Council on 20 September. The representatives from the PTA were thanked for their attendance and were invited to attend the next meeting of the Town Council on 20 September.

TO APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 13 AUGUST 2018:

FG 6884 Resolved to approve the minutes of the meeting of the Finance and General Purposes Committee held on 13 August 2018.

TO APPROVE THE MINUTES AND RECOMMENDATIONS OF THE MEETING OF THE HORWICH COMMUNITY CENTRE SUB COMMITTEE HELD ON 22 AUGUST 2018:

FG 6885 Resolved to approve the minutes and recommendations of the Horwich Community Centre Sub Committee held on 22 August 2018.

TO APPOINT MEMBERS TO SERVE ON THE HORWICH MUSIC FESTIVAL SUB COMMITTEE FOR 2018 - 2019:

FG 6886 Resolved to appoint Councillors Carruthers, McKeon and Stone to serve on the Horwich Music Festival Sub Committee for 2018 – 2019 and to arrange an initial meeting at the earliest opportunity.

TO APPROVE THE STATEMENT OF QUARTERLY ACCOUNTS AND BUDGET REVIEW TO THE PERIOD ENDING 30 JUNE 2018:

FG 6887 Resolved to approve the statement of quarterly accounts and budget review to the period ending 30 June 2018.

TO APPROVE THE QUARTERLY REPORT FROM INTERNAL AUDIT TO 30 JUNE 2018:

FG 6888 Resolved to approve the quarterly report from internal audit to 30 June 2018.

TO APPROVE A GDPR POLICY FOR ADOPTION BY HORWICH TOWN COUNCIL:

FG 6889 Copies of the proposed GDPR policy had been circulated to all Members for consideration.

Resolved to approve the GDPR policy for adoption by Horwich Town Council.

TO APPROVE A TRAINING AND DEVELOPMENT POLICY FOR ADOPTION BY HORWICH TOWN COUNCIL:

FG 6890 Copies of the proposed Training and Development policy which were based on LALC/NALC guidance had been circulated to all Members. This was a pro-active initiative in response to changing staff patterns which recognised the importance of planning current and future training needs such as succession planning.

Resolved to approve the Training and Development policy for adoption by Horwich Town Council.

TO RECEIVE AN UPDATE FROM COUNCILLOR CHADWICK ON COMMUNITY LITTER BINS IN THE TOWN CENTRE AND TO APPROVE THE INSTALLATION OF AN ADDITIONAL BIN ON LEE LANE:

FG 6891 In response to a request from Councillor Chadwick it was resolved to defer this item to the next meeting of the Finance and General Purposes Committee on 8 October 2018.

TO APPROVE A RECOMMENDATION THAT HORWICH TOWN COUNCIL APPROVES A BUDGET FIGURE FOR FINANCIAL SUPPORT TOWARDS THE COST OF ILLUMINATION OF RIVINGTON PIKE (TO BE CONFIRMED BY CHORLEY COUNCIL) DURING REMEMBRANCE PERIOD TO COMMEMORATE THE CENTENARY OF THE END OF THE FIRST WORLD WAR:

FG 6892 It was expected that a decision from Chorley Council on this matter was imminent and noted that the Town Council had contributed £500 towards the cost of the illumination of Rivington Pike for the commemoration for the the start of First World War in 2014. In response to a query it was confirmed that there was sufficient funding available in the Council's budget for approval of a further financial contribution towards a final First World War commemoration.

Resolved to approve a budget figure of £1,000 towards the cost of the illumination of Rivington Pike, subject to confirmation by Chorley Council during Remembrance period to commemorate the centenary of the end of the First World War.

ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 6893 Resolved to approve the accounts for payment presented as follows and amounting to £708.59:

TOWN CLERKS REPORT – FOR INFORMATION ONLY:

- FG 6894
- a. Horwich Widows: thank you letter for grant award of £100 in July 2018.
  - b. Horwich Heritage: thank you email for grant award of £1,000 towards cost of restoration of Lever Park pillars.
  - c. End WW1 Commemoration Committee: notes from meeting held on 20 August 2018.
  - d. Royal British Legion: copy of letter to Tony Oakman, Chief Executive, Bolton Council re. naming of new streets at Rivington Chase.
  - e. LALC: Finance Workshop 15 November 2019 7 – 9pm, Howick House, Penwortham, Preston

The Town Clerk's Report was noted.

REPORTS FROM REPRESENTATIVES:

FG 6895        None

TO APPROVE THE DATE OF THE NEXT MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE AS 8 OCTOBER 2018:

FG 6896        Resolved to approve the date of the next meeting of the Finance and General Purposes Committee as 8 October 2018.

The meeting closed at 8.06pm.

Chair.....        Date.....