

## 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 12 November 2018 commencing at 7.34pm

PRESENT: Councillors: C. Root (in the Chair), M. Brady, J. Bullock, S. Chadwick, K. Denton, R. Graham, P. Holmes, M. Jarvis, J. Kellett, K. McKeon, S. Rock, G. Stone, P. Wright  
Town Clerk, C. Hutchinson  
1 member of the public.

All present stood and observed a two minute silence in memory of Barbara Ronson, Freeman of Horwich, former Town Mayor and Member of Horwich Town Council and Andrew Morley, former Member of Horwich Town Council, who had both passed away recently.

### CHAIR TO OUTLINE FIRE SAFETY EVACUATION PROCEDURE:

FG 6910 Councillor Root outlined the procedure from the information provided.

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

FG 6811 Apologies were accepted from Councillor Carruthers and an apology for lateness was accepted from Councillor McKeon.

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

FG 6812 None.

### PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC PRESENT MAY PUT QUESTIONS OR MAKE OBSERVATIONS REGARDING MATTERS IN RELATION TO WHICH THE TOWN COUNCIL HAS POWERS OR DUTIES OR WHICH AFFECT THE PARISH. MAXIMUM PERIOD 15 MINUTES.

FG 6913 Resolved to move out of Committee to allow a member of the public to speak.

Amy Liptrott who worked for the Octagon Theatre and as a freelance artist told Members of her vision to hold a theatre event with a heritage theme in one of the remaining erecting sheds on the Loco Works site before development started, creating a visitor experience through spoken word, sounds and still and moving images which would bring the building back to life.

It was estimated that the total cost of the project would be £10 – 12K. An application for grant funding of just under £10k had been requested from the Arts Council with a decision expected in mid-January 2019 and a meeting was being planned with Bluemantle who had expressed an interest in the project. There was also a possibility of collaboration with Horwich Heritage yet to be confirmed.

Resolved to return to Committee.

Members welcomed this as an exciting project and would be keen to support it as the site was a special place for many residents of Horwich. There were some concerns raised regarding health and safety but it was confirmed that a thorough risk assessment would be carried out by the organisers prior to the start of any activity at this location. A suggestion was made that the event could be filmed in order to accommodate dementia friendly requirements.

Amy was thanked for her presentation and was asked to return to Council when further details were available following the meeting with Bluemantle and when the outcome of the grant application would be known. Amy was also advised about other grant funding sources such as Rotary, Two Towns Forum etc.

TO APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 8 OCTOBER 2018:

FG 6914 Resolved to approve the minutes of the meeting of the Finance and General Purposes Committee held on 8 October 2018.

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

FG 6915 Resolved to approve the statement of quarterly accounts and budget review to the period ending 30 September 2019.

TO APPROVE THE QUARTERLY REPORT FROM INTERNAL AUDIT TO THE PERIOD ENDING 30 SEPTEMBER 2019:

FG 6916 Resolved to approve the quarterly report from internal audit to the period ending 30 September 2019.

TO APPOINT MEMBERS TO SERVE ON THE ENVIRONMENTAL IMPROVEMENTS ADVISORY GROUP:

FG 6917 Resolved to appoint Councillors Brady, Chadwick and Denton to serve on the Environmental Improvements Advisory Committee for 2018 – 2019.

TO APPOINT A COUNCIL REPRESENTATIVE TO THE PROPOSED HORWICH TOWN CENTRE RETAIL CHAPLAINCY 'THE HORWICH ANGELS':

FG 6918 Resolved to appoint Councillor McKeon to serve as the Council's representative on the proposed Horwich Town Centre retail chaplaincy 'The Horwich Angels'.

TO UNDERTAKE AND APPROVE THE COUNCIL'S ANNUAL RISK ASSESSMENT AND HEALTH AND SAFETY POLICY FOR 2018 – 2019:

FG 6919 Resolved to undertake and approve the Council's annual risk assessment and health and safety policy for 2018 – 2019 as presented.

TO UNDERTAKE AND APPROVE THE COUNCIL'S ANNUAL REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT FOR 2018 – 2019:

FG 6920 Resolved to undertake and approve the Council's annual review of the effectiveness of internal audit as presented.

TO CONSIDER A PROPOSAL TO UNDERTAKE A FEASIBILITY STUDY REGARDING THE OPTION FOR TOWN COUNCIL TO TAKE OVERT HE MANAGEMENT OF GREEN LANE PLAYING FIELDS SUBJECT TO A COST TO BE CONFIRMED:

FG 6921 It was confirmed that Ward Councillors had spoken to Bolton Council officers and the Executive Member had confirmed that Horwich Town Council could take over the management of Green Lane playing fields on a long term lease. While it was acknowledged that this had been a lengthy and sometimes frustrating process to date, there was now the opportunity to move forward by consulting widely with groups who use or who might wish to use these facilities in order to establish a clear remit prior to undertaking a feasibility study which was estimated at a cost of £6 – 7K. It was confirmed that there was sufficient funding remaining in the regeneration budget to cover this cost. During the consultation process it would be important to manage expectations and make groups aware that there would be a charge for use of these facilities.

Resolved that Council set aside £6 – 7K from the regeneration budget for the funding of a feasibility study and to arrange a meeting of the Sports Advisory Group and interested parties at the earliest opportunity to agree terms of reference prior to undertaking the feasibility study.

ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 6922 Resolved to approve the accounts for payment presented as follows and amounting to £1,437.22.

TOWN CLERKS REPORT – FOR INFORMATION ONLY:

- FG 6923
- a. Horwich N.S. Church: grant monitoring form for grant awarded in March 2018.
  - b. Public Hall Ladies' Bowling Club: grant monitoring form for grant awarded in July 2018.
  - c. End WW1 Commemorative Committee: update regarding actions required following the meeting on 15 October 2019.

The Town Clerk's Report was noted.

REPORTS FROM REPRESENTATIVES:

FG 6924 Neighbourhood Plan  
Members were informed that grant funding for project costs had been awarded up to March 2019 along with funding for technical assistance which would be used to carry out a housing needs assessment (HNA) which would

identify the type of housing required based on demographic data. The website would be up and running within four weeks. Three successful public events had already taken place and a leaflet covering six policies was being drafted to be delivered to every household in Horwich in January and it was agreed that a draft would be emailed to all Members for information. Some policies such as addressing mobility impairment would require updating. The issue of assets of community value, in particular the preservation of green spaces was discussed with an agreement that these will be considered by Council based on guidance provided by the Neighbourhood Plan Steering Group. It was noted that the Neighbourhood Plan should reflect what residents want and that once the Neighbourhood Plan has been accepted 15% of s106 monies will be allocated directly to Horwich.

#### Community Bins

Neighbourhood Services had confirmed that there would be no charge to the Town Council for the installation of an additional community bin on Lee Lane.

#### Festival of Music

It was reported that the initial meeting of the Horwich Music Festival had been very well attended and progress had been made towards the organisation of the next Festival which was being planned for July 2019. Two sub groups had been set up, one for the town centre pubs and businesses and the second covering the community aspect to include schools and choirs. In response to a request it was confirmed that notes from the meeting would be made available to Council at the earliest opportunity.

IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC SHOULD BE TEMPORARILY EXCLUDED AND IF PRESENT ASKED TO WITHDRAW.