

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 9 May 2022 commencing at 7.30 pm

PRESENT: Councillors: M. Brady (in the Chair) I. Aldcroft, J. Bostocksmith, S. Burke, S. Denton, D. Grant, S. Rock, C. Rotheram, G. Stone, S. Williamson, P. Wright.
C. Morris, Deputy Town Clerk.
2 members of the public

CHAIR TO OUTLINE FIRE SAFETY EVACUATION PROCEDURE:

FG 7419 Councillor Brady outlined the procedure from the information provided.

TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 7420 Apologies were accepted from Councillors Baines, Chadwick and Coward.

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

FG 7421 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 7422 Resolved to move out of Committee to allow a member of the public to speak.

Mr Rotheram of Green Lane and a resident of Horwich had received a United Utilities survey asking members of public to comment and answer questions on the future of Rivington. Mr Rotheram was unsure as to whether United Utilities planned to introduce parking charges to pay for the facilities and towards the estate. He wanted to make the council aware that residents of Horwich especially those around Green Lane, Fearnhead and Lever Park as they are already greatly affected with increased parking and introducing parking fees would further worsen the problem.

Resolved to move back into committee.

Councillor Rotheram sits on the Rivington and Brinscall Advisory Group which has not met for over two years due to the pandemic. He stated that there was the provision of a free carpark to be placed near the lower field but there was a massive outcry. Councillor Rotheram confirmed he would raise this issue at the advisory group.

Councillor Brady stated that she would raise this issue at Bolton Council to make them aware of the ongoing situation. She informed Mr Rotheram that a Traffic Regulation Order had been put forward for double yellow lines to be situated on one side of the carriageway on Green Lane to reduce the current problem but was still awaiting the outcome of this.

It was agreed to raise a motion to write as a consultee to United Utilities regarding the matter above.

TO APPROVE THE MINUTES AND RECOMMENDATIONS OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 11 APRIL 2022:

FG 7423 Resolved to approve the minutes and recommendations of the meeting of the Finance and General Purposes Committee held on 11 April 2022.

TO APPROVE DOCUMENTATION FROM THE EVENTS STEERING GROUP AS PER ATTACHED REPORT FOR EVENTS PLANNED FOR THE QUEENS JUBILEE 2-4 JUNE 2022, TO INCLUDE APPROVAL OF FINAL COSTS, VENUE/SITE LIABILITY PROVISION, ALL RISK ASSESSMENTS AND CONFIRM DETAILS OF COUNCILLOR PARTICIPATION:

FG 7424 The Deputy Clerk had circulated Councillors Rotheram's report on the final costs, Councillor participation, event layout and outstanding insurance and risk assessment documentation to all members of the Council.
The final cost of the Jubilee Events came to £19,765.49 exclusive of VAT with an additional £1000 set aside for contingencies however it was agreed to increase the contingency to the £5000 bringing the total to the full £25,000 that had been ring fenced for the Jubilee event.

JM Entertainment - £12,870

This was for 3 days, including accommodation and 4 members of staff

Assault Course Bootcamp 100ft (inc staffing)	£2,685.00
Jungle Assault Course 20ft	£375.00
Adults Sumo Suits	£285.00
Children's Sumo Suits	£285.00
It's a Knockout Assault Course 70ft	£1,185.00
Hungry Hippos 6 player (inc staffing)	£1,785.00
Total Wipeout Big Red Balls (inc staffing)	£1,785.00
20 Kva Generator	£1,785.00
Hotels	£450
Stage, sound system and microphones	£2,250.00
Deck chairs x 40	FREE

Stage Entertainment - £2,550

Twizzles Dancers and Horwich Community Choir had offered to provide entertainment for free but members felt a donation should be given as a gesture of appreciation

Other costs - £4,345.49

This includes Falconry show, face painter, first aid, games equipment, van hire, posters, mugs, fruit, sweets, flags and children's ID wristbands. The cost for bunting has been included at 300m but depending on the location determines the length required, which may be subject to change.

Malcolm Russell, Bolton Council, had approved use of Cedar Avenue for the event as long as £10 million public liability was in place and also requested that a temporary events licence was required to serve alcohol and play music. Councillor Rotheram had contacted a member of the licencing department who was happy with the application which should be expected to be approved within

the next couple of days. The other two venues had their own public liability insurance

JM entertainment has £10million public liability insurance which the document will be sent to the Council at the end of May when they have renewed it.

It was suggested that the remaining funds could go towards 150 years of Local Government celebrations but it was noted that funds that have been ringfenced cannot be used for another purpose.

In regards to the dog show, confirmation had been received by the Kennel Club but still have insurance outstanding and costs for the trophy to be confirmed.

Event indemnity insurance was currently outstanding as the Town Council's insurance provider required the total costs of the events.

21 stewards were required including Councillors at each event. It was resolved for Councillor Rotheram to be the Event Co-ordinator at all three events. Councillors had to ensure that there was a steward co-ordinator, a stage co-ordinator, games co-ordinator and a wristband co-ordinator at each event. The issue of being DBS checked was raised regarding the stage co-ordinator since there would be children present but it was agreed that their parents would be able to attend them back stage at the events.

The programme of events was near completion and the posters advertising the event had been collected and ready for distribution. The text had been compiled to publicise on the Horwich Town Council's Facebook page and website.

Councillor Denton informed members that there was a meeting of St Elizabeth's committee on 18th May and asked whether some members could attend to explain to the committee on the event layout, activities and putting on a BBQ.

TO APPROVE ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 7425	Resolved to approve the accounts for payment amounting to	£1040.43
	C. Hutchinson (Reimbursement for dog glove dispenser bags)	£ 37.50
	<u>LGA 1972 s142</u> Pixelcreated (Website updates March-May)	£ 80.00
	Thomas Fattorini Ltd (Past Mayor and Mayoress medals)	£ 922.93

TOWN CLERKS REPORT (EMAILED TO MEMBERS) – FOR INFORMATION ONLY:

- FG 7426
- North West Scale Model Boat Club: Feedback on grant award of £250.
 - Bolton Area Forums: have your say on the Gambling Act Review. Closing date 17 June 2022.
 - Hedgehogs R Us: Hedgehogs R Us Highway Project

The Town Clerk's report was noted.

REPORTS FROM REPRESENTATIVES – FOR INFORMATION ONLY:

FG 7427

a. **Town Mayor of Horwich**

None

b. **Horwich Ward Councillors**

Councillor Grant – Thanked Bolton Council for their innovative thinking of using shavings from the Chorley Old Road/Church Street road works to carry out road repairs on Arley Lane, Blackrod.

Councillor Wright – None

Councillor Brady – had spoken with Andrew Chalmer, Principal Development Officer at Bolton Council regarding the Neighbourhood Plan. It was discussed that consultees would be instructed to give an overview of the plan.

Bolton at Home had sown wildflowers at Green Lane playing fields grass verge area near the fencing. Hopefully the flowers would have come through before summertime.

c. **Representatives on Outside Bodies**

None

TO APPROVE THE DATE OF THE NEXT MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE AS 13 JUNE 2022:

FG 7339

Resolved to approve the date of the next meeting as 13 June 2022. The meeting closed at 8.22pm.

Chair.....



Date.....

13/6/22.....