

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 11 April 2022 commencing at 7.15 pm

PRESENT: Councillors: M. Brady (in the Chair) I. Aldcroft, M. Baines, J. Bostocksmith, S. Burke, S. Chadwick, A. Coward, S. Denton, D. Grant, S. Rock, C. Rotheram, G. Stone.
C. Hutchinson, Town Clerk.

CHAIR TO OUTLINE FIRE SAFETY EVACUATION PROCEDURE:

FG 7407 Councillor Brady outlined the procedure from the information provided.

TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 7408 Apologies were accepted from Councillors Williamson and Wright.

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

FG 7409 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 7410 None.

TO APPROVE THE MINUTES AND RECOMMENDATIONS OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 14 MARCH 2022:

FG 7411 Resolved to approve the minutes and recommendations of the meeting of the Finance and General Purposes Committee held on 14 March 2022.

TO RECEIVE AN UPDATE FROM THE EVENTS STEERING GROUP ON MATTERS REGARDING PLANNED EVENTS FOR THE QUENNS JUBILEE 2 – 5 JUNE 2022 INCLUDING CONFIRMATION OF COSTS, INSURANCE PROVISION, COUNCILLOR PARTICIPATION AND AGREE ANY FURTHER ACTION:

FG 7412 Councillor Rotheram had provided a detailed update to all Members on behalf of the Events Steering Group, including the proposed programme which was beginning to be populated with various entertainments, some of which will be free of charge and some of which fee based at a figure of around £200 per day, most of which had been booked provisionally, to be confirmed once the size of the stage had been confirmed. Organisation of off stage activity would be run by Councillors who had been allocated to each of the three locations and would need to start thinking about recruiting volunteers and stewards to help out, with a suggested minimum of 15 people per event. JM Entertainment will provide 3 staff at each event to look after the most high risk inflatables with Councillors and trusted helpers supervising low risk inflatables and other activities such as sack racing, egg race and tug of war. Provision of food and first aid support had been arranged, with barbecues provided at all three venues, generating some much needed income for the 2 clubs and the church. It was noted that Councillor Rotheram had contacted Bolton Council with regard to adequacy of public liability insurance for the use of Cedar Avenue field and that once a response had been received, this along with copies of the public liability

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insurance of the other two venues, then these would be forwarded to the Town Council's insurers to establish if any further liability insurance would need to be added to its existing policy. Councillor Rotheram would also speak to JM Entertainment to establish if their liability insurance was sufficient and along with risk assessments and equipment testing regimes would need to be seen by Bolton Council to allow the use of Cedar Avenue field, as they had specified a sum of £10 million cover. It was also confirmed that equipment would need to be either provided or purchased for the sack race and similar activities and these can then be kept as a resource for future activities.

Going forward, next steps will be to obtain bunting etc. and start to promote the events. It was confirmed that any costs over £500 would require approval from full Council. In response to a query about whether JM Entertainment would be able to provide enough trained JM staff to manage numerous inflatables, it was confirmed that JM staff would look after high risk activities and those deemed to be low risk can be supervised by a responsible adult, with signage provided highlighting age/height restrictions. Councillor Rotheram informed Members that he would keep them updated via email

The update was noted.

TO APPOINT THE TOWN MAYOR ELECT FOR 2022 - 2023:

FG 7413 Proposed by Councillor Rotheram, seconded by Councillor Baines and resolved to appoint Councillor Chadwick as Town Mayor Elect for 2022 – 2023.

TO APPOINT THE DEPUTY TOWN MAYOR FOR 2022 – 2023:

FG 7414 Proposed by Councillor Bostocksmith, seconded by Councillor Burke and resolved to appoint Councillor Grant as Deputy Town Mayor for 2022 – 2023.

TO APPROVE ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 7415 Resolved to approve the accounts for payment amounting to £18,774.28

C. Hutchinson (Petty Cash)	£50.00
Communicorp (Annual renewal Local Councils Update)	£100.00
Bolton Council (Town Centre spring planting)	£1,256.40
Scribe Accounts (Annual subscription to Scribe accounting package from 1 April 2022)	£1,383.60
LALC (Renewal of annual subscription to LALC, NALC)	£1,984.28
Horwich Festival of Racing (Grant award for events June 2022)	£4,000.00

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Transfer to Salaries and Wages Account

£10,000.00

Payments to Bolton Council were made in accordance with LGA 1972 s144 and to Horwich Festival of Racing in accordance with LGA 1972 s137.

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

- FG 7416
- a. Bolton Council: email from Gerry Brough, Director of Place Development re. Great British Railways – Expression of Interest.
 - b. Horwich RMI Bowling Club: monitoring/feedback form for grant award of £500 received in March 2021.
 - c. Summary of Town Councillors' casework.

The Town Clerk's report was noted.

REPORTS FROM REPRESENTATIVES – FOR INFORMATION ONLY:

- FG 7417
- a. Town Mayor of Horwich
The Mayor informed Members that she had attended a Music Centre Presents concert at Victoria Halls and had also been to the Mayor of Bolton Charity Ball and delayed Inauguration Lunch. There she had met up with the Mayors, Mayoresses and Consorts from Blackrod and Westhoughton which led to the recent successful 'Chain Gang' joint mayoral charity event which raised a total of £756 for good causes.

- b. Horwich Ward Councillors
Councillor Grant – had attended a Cabinet meeting where a new way for Councillors to work with Area Forums had been decided and which would be subject to review in twelve months' time. 50% of funding is going to have to be matched by volunteer hours which may cause concerns in some areas which unlike Horwich, do not have such a good volunteer base.

Councillor Brady - confirmed that planting of wildflowers had been completed on grass verge next to new safety fence on Green Lane.

- c. Representatives on Outside Bodies
Councillor Stone provided an update on Horwich Festival of Racing and expressed some concern regarding progress on some of the events. It would be necessary for all parties involved to meet with Bolton Council in order to move forward. It was confirmed that there had been no response from the Carnival Committee, who had been asked to keep Councillors Burke and Coward as representatives of the Council fully informed.

Councillor Rotheram informed Members that two 2 emails had been sent to the Chair of Rivington and Brinscall Advisory Group, with no response received regarding starting up again, so he would contact Chorley Ward Councillors to find out what was going on.

Councillor Denton reported little activity from the Horwich Angels Group, which also appeared not to have restarted.

TO CONFIRM THE DATE FOR THE NEXT MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE AS 9 MAY 2022:

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FG 7418 Resolved to confirm the date of the next meeting of the Finance and General Purposes Committee as 9 May 2022.

The meeting closed at 7.40 pm.

Chair... *M. Grady* Date... *9th May 2022*

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