



## WESTHOUGHTON TOWN COUNCIL

### **Minutes of the meeting of Westhoughton Town Council on Monday 31 July 2023 at 7pm in Carnegie Hall**

Present: Councillors David Chadwick, Sarita Chohan, Derek Gradwell, Ryan Hough, Alison Jackson, Alan Kaufman, Linda Maher, Neil Maher, Deirdre McGeown, Arthur Price, Christine Strawbridge, John Strawbridge, Jack Speight, Martin Tighe, David Wilkinson and Gillian Wroe. Graham Langley (Bolton Council Highways Team), Ed Holden (AECOM), Beth Critchlow (AECOM).

Members of the public: James Copper, Paula Garstang (Bolton Area Coordinator for Westhoughton). Two unidentified members of the public were also present.

#### **TC96/23 Fire Safety Information (Chair)**

The fire safety information was read out by the Chair.

#### **TC97/23 To read the notice convening the meeting**

The notice convening the meeting was read out by the Chair.

#### **TC98/23 To receive apologies for absence and record reasons**

Councillors Martyn Cox (Bolton Council meeting) and Anna Homfray (work)

#### **TC99/23 To record declarations of interest from members in any item to be discussed**

Cllr David Wilkinson on planning issues as a Member of Bolton Council's Planning Committee and on item 10 (accounts for payment) for a personal connection. He left the room for this item.

#### **TC100/23 Adjournment to allow public question time, relating to Town Council activities. This is the only opportunity for members of the public to speak at the meeting unless the question/statement relates to a planning application.**

There were no public questions.

**TC101/23 Bolton Transport Strategy - attendance of Graham Langley, of Bolton Council, and representatives from AECOM**

A presentation was given by officers of Bolton Council and AECOM and there was a discussion about various traffic and transport issues across Westhoughton. The comments were recorded by AECOM and will be shared with these minutes when they are made available.

**TC102/23 To discuss Planning and Development matters and to approve any action**

a. Planning Applications:

16335/23	51 Ingleby Close, Westhoughton, BL5 3QZ
No objections.	

16211/23	34-40 Market Street, Westhoughton, BL5 3AN
Recommended for refusal on the grounds of insufficient information on parking facilities. Although Government planning policy indicates town centre uses are acceptable, members were concerned because the town centre already suffers from parking issues.	

16038/23	18 Kerans Drive, Westhoughton, BL5 3TU
Referred to Bolton Council planning officers, with reference to environmental health regarding any noise and possible impact on adjacent neighbours.	

b. Planning Appeals - none

c. Planning Decisions - lists were circulated

**TC103/23 To approve the minutes of the Westhoughton Town Council meeting on Monday 26 June 2023.**

The minutes were approved.

**TC104/23 To approve the minutes of the Finance and General Purposes committee meeting on Monday 10 July 2023.**

The minutes were approved.

**TC105/23 Accounts for payment**

£125.00 - reimbursement for Westhoughton Town Council domain name (for 2 years) approved

**TC106/23 Staffing Sub Committee and to approve any action**

Councillor Deirdre McGeown, as leader of the staffing subcommittee, reported back that Pauline Rowley had been appointed as the new Town Clerk. A proposal to combine the roles of Deputy Town Clerk, Home Watch Coordinator and Speed Watch Coordinator into one role was approved and a job description will be drawn up.

**TC107/23 Town Council communications working group update and to approve any action.**

Councillor Deirdre McGeown, as lead member of the communications working group, reported back on progress to build a new town council website. She informed council that the westhoughtontc.gov.uk domain name had been purchased and that we were in the process of setting up the new town clerk email address. The working group would meet again shortly to discuss content for the new website.

**TC108/23 CCTV working group update and to approve any action.**

Councillor Gillian Wroe, as lead member of the CCTV working group, reported back that most members of the council had been to visit the monitoring station at Middlebrook and that a site visit would be taking place on Wednesday 2 August to assess potential locations for cameras in Westhoughton town centre. The issue of car vandalism at the two Westhoughton town centre car parks is to be looked into, working with Bolton Council, who own the car parks. The working group will be looking at the introduction of new technology and reviewing the costs of the scheme.

**TC109/23 Big Plant working party update and to approve any action.**

Councillor Alison Jackson, as lead member of the Big Plant working group, reported back that 8 out of the 9 schools in Westhoughton had agreed to take part in the scheme and we were awaiting confirmation from one other. Two community groups had agreed to take part. We are awaiting to hear back from other community groups. We will be organising Big Plant days in September and October. Three quotes had been obtained from wholesalers for 4,000 daffodils and Boston Bulbs were the cheapest quote at £280 and this amount was approved for payment.

**TC110/23 Play and youth services grants update and to approve any action.**

Details of costs and summer provision from Bolton Play and Youth Services were circulated to members. The scheme and its cost of £6,600 was approved.

**TC111/23 To establish a defibrillator working group to examine any areas of Westhoughton not covered by currently publicly accessible defibrillators and to investigate provision and associated costs.**

Councillor Neil Maher, lead member of the defibrillator working group, reported back that Westhoughton was well covered by defibrillators, however there were a couple of areas not well covered by publicly accessible defibrillators. It was resolved that a speaker be invited to a future meeting of the Town Council to discuss the locations of the defibrillators and any possible gaps in coverage. Councillor Maher also said that a map was available of the current locations and members agreed this would be good to share on the new Town Council website.

**TC112/23 Items for reporting**

All items were noted.

Date of next meeting: Finance and General Purposes committee on Monday 14th August 2023

The meeting finished at 8.42pm.