



## WESTHOUGHTON TOWN COUNCIL

### **Minutes of the meeting of the Town Council on Monday 29th August 2023 at 7pm in Carnegie Hall**

**Present:** Councillors Deirdre McGeown(Chair), Arthur Price, David Chadwick, Sarita Chohan, Alison Jackson, Linda Maher, Neil Maher, Christine Strawbridge, John Strawbridge, David Wilkinson and Gillian Wroe, Martyn Cox, Martin Tighe, Pauline Rowley (Town Clerk)

**Members of the public:** Hugh Dobson, Michelle O'Riorden, Abi Scaldwell, Suzanne France, Gaynor Ratcliffe, Ollie Younge and Aaron Willis (STRIDE)

#### **TC113 /23 Fire Safety Information (Chair)**

The fire safety information was read out by the Chair.

#### **TC 114/23 To read the notice convening the meeting**

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

#### **TC115/23 To receive apologies for absence and record reasons**

Apologies received from Councillors Derek Gradwell (Work), Ryan Hough (Work), Jack Speight (Work), Alan Kaufman (Holiday),

#### **TC116/23 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 (Item7) and on item 5 (Question about a family member being asked). He left the room for this item. Councillor Arthur Price (Item 6) as he invited the speaker. Councillor Chadwick and the Town Clerk (Item 13) due to their connection with The Hub. They left the room when The Hub was discussed.

**TC117/23 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.**

Mr O Younge asked a question about potential wildfires affecting Westhoughton. It was resolved that the Town Clerk would refer this to the Fire Service.

A member of the public asked when a Deputy Town Clerk would be employed. The Town Clerk stated that, once she had been in post a while, a position for this role would be advertised as soon as possible.

Emails were sent in advance by Mr Richard Bates (FOI request and additional email with questions) and Mr Michael Wilkinson relating to Mr Wilkinson's involvement in setting up the new website and new Town Clerk email address. This matter was deferred to the approval of the Minutes of the 14th August. The email from Mr Bates with the questions about Mr M Wilkson will be considered by Councillors once they have the email. Town Clerk to circulate the email.

**TC118/23 Presentation: Youth Intervention Aaron Willis CEO Stride**

**Details circulated**

Mr Willis explained about the work 'Stride' does within communities where there is an issue with anti-social behaviour demonstrated by young people and the positive outcomes that are a result of the strategies and methods employed by his company. He requested an opportunity to conduct a pilot programme in Westhoughton. Following some discussion about current and future provision of resources, it was suggested that Mr Willis send further details to the Town Clerk and it be added as an agenda item at the next meeting.

**TC119/23 To discuss Planning and Development matters and to approve any action**

In respect of the following planning applications, the Council resolved to have no objections:

16600/23	16 PLOUGHFIELDS WESTHOUGHTON BOLTON BL5 3LG
Full Planning Permission: DEMOLITION OF EXISTING CONSERVATORY AND ERECTION OF SINGLE STOREY EXTENSION TO REAR	

16360/23	32 - 34A BARNFIELD DRIVE WESTHOUGHTON BOLTON BL5 3UA
Full PLanning Permission: ALTERATIONS TO FRONT ELEVATIONS AT 32, 34 34A	

16588/23	61 DRAKE HALL WESTHOUGHTON BOLTON BL5 2RA
Full PLanning Permission: ERECTION OF SINGLE STOREY EXTENSION TO REAR	

16569/23	228 PARK ROAD WESTHOUGHTON BOLTON BL5 3HL
Full Planning Permission:ERECTION OF SINGLE STOREY EXTENSION AND DORMER TO REAR	

16580/23	29 MARSHAM ROAD WESTHOUGHTON BOLTON BL5 2GX
Full Planning Permission: ERECTION OF EXTENSION TO FRONT WITH INTERNAL	

AND EXTERNAL ALTERATIONS
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**However**, with respect to the following, the Council had concerns about the provision and resolved that the Town Clerk write to the Planning department to express concern about the provision. Also for the Town Clerk to write to the head of Children Services to express the concern about a lack of liaison between departments.

16593/23	763 WIGAN ROAD WESTHOUGHTON BOLTON BL5 2DD
CHANGE OF USE FROM DWELLING HOUSE CLASS C3) TO RESIDENTIAL INSTITUTION (CLASS C2)	

- b. Planning Appeals - none
- c. Planning Decisions - lists were circulated

**TC120/23 To approve the minutes of the Westhoughton Town Council meeting on Monday 31st July 2023.**

The minutes were approved subject to clarity being noted that the reimbursement for Westhoughton Town Council domain name is for 2 years.

**TC121/23 To approve the minutes of the Finance and General Purposes committee meeting on Monday 14th August 2023.**

The minutes were approved subject to the addition of Pauline Rowley (Town Clerk) being added to the list of attendees. Also, with reference to Item 5 a statement was prepared by the Town Clerk, which was presented to Councillors. The Councillors voted to reaffirm that the two payments made to Mr M Wilkinson were purely for 3rd party costs and that he had given his professional services to the Town Council to set up the website and email address free of charge. This statement was proposed by Cllr D McGeown and seconded by Cllr M Tighe. All other Councillors gave approval except Cllrs Chadwick and Cox, who abstained on account of not having an opportunity to read the documentation before the meeting.

**TC122/23 Accounts for payment**

The Town Clerk informed the Council that she had been in touch with the Accountants and Internal Auditors, but had not yet received a report to share with Councillors.

There was unanimous approval of the following payments:

Town Clerk: £12 joining fee and £187 annual membership of SLCC  
£144 training course ILCA(No access until invoice is paid)  
£188 training course SAGE accounting  
Cost of diverting calls to Town Clerk's mobile  
Cost of mobile for work use (SIM only) £17.59 p month currently  
Purchase of a printer for the office: Brother HLL 3230 CDW £219 (Currys)

Stationery: From Amazon £ 66.44 Minutes Book x 2 @ £33.22each

£ 24.99 Printing / Photocopying paper (box of 5 reams)

### **TC123/23 Update from the CCTV working Group**

Councillor Wroe explained that the Working Group were meeting to discuss some costs and potential issues that need their attention before sharing further details with the Council in a public forum.

### **TC 124/23 Disorder on Market Street 19.08.23**

Whilst there was a significant Police presence prior to the football match, the disturbance, deemed a major incident by the Police, has caused much concern for future matches, due to the close proximity of the town. It was resolved that the Town Clerk write to the Police Superintendent to thank him for the pre match police presence, request more support after matches and to keep the Council informed of the outcome of this incident, so that reassurance can be passed on to local residents - especially in light of innocent shoppers being targeted. It was also requested that the Town Clerk contact Emersons, who manage the CCTV, and ask if the incident was noted on the CCTV and if so, did they alert the Police? A question was raised as to whether an alcohol ban would be appropriate before any matches as in Horwich and Middlebrook.

### **TC 125/23 Grant Applications:**

WH Boxing Club - in light of the further information, it was suggested that the Boxing Club re-submit an application.

Bolton Swim Club - further details as to the connections the club have with Westhoughton are sought along with a request for a specified amount.

The Hub: Christmas Dinner - it was requested that The Hub resubmit their application with costings itemised and bank details attached as stated on the form.

### **TC 126/23 Items for Reporting**

- Question from a member of the public at a previous meeting relating to the development on Slack Lane. Although an email was not sent by the member of public, the Council noted the concern of residents and resolved that the Town Clerk should write to the Planning Department at Bolton Council requesting that the concerns be taken seriously, especially in light of recent information that, had the Council known about, would have caused the Council grave concern.
- Email from Westhoughton History Group: Programme and Invitation to Exhibition celebrating Wingates Band's 150th Anniversary.  
Noted by all.
- Premises List 845: Licensing application from The Hub ref 19593 &  
from The Mercure Bolton Georgian House ref 19753  
Noted by all.

**The meeting closed at 20.43.**

