

Chorley Three Tier Forum

Note of the Meeting held on Tuesday, 8th April, 2014 at 6.00 pm in Committee Room 1 at the Town Hall, Market Street, Chorley

Present:

Chair

County Councillor Steven Holgate, LCC

Forum Members

County Councillor Terry Brown, LCC

County Councillor Michael Devaney, LCC

County Councillor Mark Perks, LCC

County Councillor Miss Kim Snape, LCC

Councillor Jean Cronshaw, Chorley Borough Council

Councillor Doreen Dickinson, Chorley Borough Council

Councillor Marie Gray, Chorley Borough Council

Councillor A Hansford, Chorley Borough Council

Councillor Hasina Khan, Chorley Borough Council

Councillor J Molyneaux, Chorley Borough Council

Parish Councillor M Miller, Parish and Town Councils on the Chorley 3TF

Also in attendance

Mr J Carson, Director for People and Places, Chorley Borough Council.

Ms C Russell, Democratic Services Manager, Chorley Borough Council.

Ms S Palmer, Locality Officer, Lancashire County Council, Environment Directorate.

Mr M Neville, Senior Committee Support Officer, Lancashire County Council, Office of the Chief Executive.

1. Protocol on Public Speaking

The current Protocol in relation to public speaking at meetings was presented for information.

2. Apologies.

Apologies for absence at the meeting were presented on behalf of County Councillor K Iddon.

3. Note of the Last Meeting.

Agreed: That the Note of the meeting held on the 18th November 2013 is confirmed as an accurate record and signed by the Chair.

4. Action Sheet update from the last meeting.

The following points were raised in relation to the updates presented in the Action Sheet from the last meeting

- With regard to the statistical information on potholes it was reported that the intention was for the new format to be included in the Dashboard at the next meeting. In response to a suggestion that the statistical information would be more meaningful if it could be presented in relation to smaller areas such as Electoral Divisions or Wards the Chair asked that Officers explore the feasibility of such an approach and report back.
- The Chair informed the meeting that the County Council was developing a new approach in relation to the allocation of Government capital funding for highway assets. The Environment Directorate has developed a Transport Asset Management Plan which sets out the basis for allocating future capital investment in relation to highways related assets based on asset condition.
- The commercial decision by a bus operator to stop running the 125 service was discussed as it was noted that the decision had been in response to concerns that the service was being severely delayed by calling at the hospital. Whilst acknowledging that the County Council had little influence over the operator several members of the Forum expressed their concern that rather than cancellation the operator could have explored rescheduling the service to accommodate calling at the hospital.

It was suggested that the Borough Council Champion for Older People write to the County Councils Cabinet Member for Highways and Transportation regarding the service and ask him to explore the provision of some form of service to the hospital when existing bus contracts came up for renewal.

- The update regarding the work undertaken by officers in relation to highway adoptions was noted and it was suggested that a further update be presented to a future meeting.

Agreed: That the comments of the Forum set out above be noted and where appropriate further updates provided via the Action Sheet for this meeting.

5. Developing the 3 Tier Forum

It was reported that following the consultation on the future development of the Forum the Borough Council had suggested a new format where the consultative meetings between the three tiers of local government within the Borough to consider strategic issues would continue to be held in public but with an increased membership as set out below

- All seven County Councillors with Electoral Divisions in the Borough.
- One Borough Councillor from each of the eight Neighbourhood Areas.
- One additional Borough Councillor to represent Chorley town area
- One Parish or Town Councillor from each of the 22 Parish/Town Councils in the Borough

It was noted that the proposed new format had been presented to the Borough Councils Cabinet on the 20th March and was due to be considered by the County Councils Cabinet in mid May.

Agreed: That the new format of the Forum, as proposed by the Borough Council and set out in the draft Terms of Reference presented at the meeting, is noted.

6. Quarter 3 Environment Directorate Performance Dashboard.

The delay to footway resurfacing and slurry sealing works on Back Lane, from the A6 to Carleton Avenue (Chorley North) was noted and it was suggested that a developer had established a temporary construction yard without planning permission in the vicinity of Back Lane and that vehicles associated with the site were leaving mud along lengths of carriageway on Back Lane and Fiddlers Lane.

Agreed:

1. That the updates set out in the Dashboard for Quarter 3 (October/December 2013) be noted
2. That Officers from the County Councils Environment Directorate contact the developer concerned regarding the operation of the temporary construction yard in the vicinity of Back Lane/Fiddlers Lane and take any necessary action to ensure that the site has the required planning permission and complies with any conditions regarding the cleaning of vehicles leaving the site.

7. 2014/15 Environment Capital Programme.

The Forum was presented with a list of schemes which had been approved by the County Councils Cabinet Member for Highways and Transportation in relation to the Capital Programme for 2014/15.

- With regard to the Local Priorities Fund it was noted that the footway improvement schemes on Pilling Lane, Park Road and on footpaths along the A674 at Wheeton, which the Forum had recommended at the last meeting had been included in the final programme. However, it was also noted that the proposed scheme to top dress pavements in Pear Tree Road, Clayton le Woods which had been considered to be a top priority, had not been included in the list and Ms Palmer undertook to look into the matter and report back via the Action Sheet
- Whilst the inclusion of the scheme on the A674 at Wheelton was welcomed clarification was sought as to the location and extent of the proposed footway improvements which were shown in the list as being on 'sections along the southern side' of the road.
- It was noted that the scheme for surface dressing on Whinney Lane in Euxton was in the Electoral Division of Chorley North and not Chorley Rural West as stated in the list.
- The list of proposed schemes was welcomed though there was some concern about the lifetime of some of the works as it was felt that current methods often involved skimming a new surface over the existing one, rather than more significant maintenance. In response the Chair informed the meeting that the County Council was in the process of considering an alternative approach to such works.

Agreed: That the comments of the Forum in relation to the list of schemes approved for the 2014/15 capital programme be noted and where appropriate necessary action taken and further updates provided via the Action Sheet.

8. Neighbourhood working

The Forum received a copy of a report which had been considered by the Borough Councils Executive Cabinet on the 20th March 2014 in relation to the successful delivery of the neighbourhood priorities for 2013/14 and seeking approval for new priorities for 2014/15. It was noted that the Appendices referred to in the report had not been circulated as part of the agenda and so Mr Neville suggested that the information be included in the Note of the meeting.

Agreed: That the report is noted and the information set out in the missing Appendices 1 and 2 regarding neighbourhood priorities and actions be added to this Note as an Annex.

9. Items raised by members of the Forum.

a) Sustainable Food

The Chair referred to the slides from a presentation which had been given to County Councillors in March regarding the above and suggested that the information should be

circulated to Parish and Town Councils. There was some discussion about a number of schemes across the Borough which involved growing vegetables and there was general agreement amongst the members of the Forum that the information would be of benefit to Schools, Allotment Associations and other community groups.

Agreed: That the presentation set out at item 9 on the agenda is circulated to Parish and Town Councils for information and dissemination to any schools, community groups or local organisations who may find it of interest.

b) Disabled Facilities Grant 2015/16.

It was reported that from 2015/16 the Governments Disabled Facilities Grant would be sent to the County Council rather than District Councils. The Chair reported that in view of the change the County Council was to establish an Overview and Scrutiny Task Group to consider with the Borough Council and other stakeholders the best way of distributing the grant in the future and whether any additional benefits, such as economies of scale, could be identified.

Agreed: That the report is noted.

10. 2014/15 programme of meetings.

The proposed programme of meetings for 2014/15 was presented and in response to a query it was confirmed that the four suggested dates would accommodate the future requirements of the Forum in terms of the frequency of meetings, as specified in the draft Terms of Reference presented elsewhere on the agenda.

With regard to the venue for future meetings it was noted that the Council Chamber and the larger Lancastrian Suite within the Town Hall had both been provisionally booked so that the most appropriate room could be used once the format of future meetings had been agreed and the potential number of attendees clarified.

Agreed: That meetings be held at 6.00pm at the Town Hall, Market Street, Chorley, on the following dates.

16th July 2014
17th September 2014
21st January 2015
15th April 2015

11. Themes for future meetings.

Agreed:

1. That a report on the likely impact of the shortage of school places for both primary and secondary schools in the Borough be presented to the next meeting.

2. That an update report in relation to the adoption of highways across the Borough be presented to the meeting scheduled for the 17th September 2014.
3. That the members of the Forum submit any additional suggestions for future items of business to the Chair and Locality Officer for consideration.

12. Urgent Business.

There were no items of urgent business for discussion at the meeting.

13. Date of Next Meeting .

It was noted that in accordance with an earlier decision the next scheduled meeting of the Forum would be held at 6.00pm on the 16th July 2014 in either the Council Chamber or Lancastrian Suite at the Town Hall, Market Street, Chorley.

Ian Fisher
County Secretary and Solicitor

County Hall
Preston

Minute Annex

Chorley Borough Council Executive Committee 20th March 2014
Appendix 1 2014/15 Neighbourhood Priorities

ANNEX

<u>N'hood Area</u>	<u>Priority</u>	<u>Outline</u>	<u>Possible Actions</u>	<u>Lead Service</u>	<u>Links to Partners and Other Agencies</u>	<u>Indicative Cost</u>
Chorley Town East Group Chair Cllr M Lowe	Phase 2 Alley Gates	Alley gate scheme for : 29 -104 Geoffrey St 68- 74 Seymour St Alteration to Alleygate scheme Pennine Rd- Rossall Rd	Scheme design followed by consultation and agreement with local residents	Health Env and N'hoods		£21K
Chorley Town East Group Chair Cllr M Lowe	Phase 2 South Ave Allotments	Subject to the year 1 drainage survey, year 2 will produce a costed scheme design and delivery subject to budget	To be determined	Streetscene and Leisure Contracts		£1500
Chorley Town East Group Chair Cllr M Lowe	Healey Nab	The aspiration is to have the site recognised as a heritage site. Initial work will be to define the Healey Nab area and determine the criteria and work required to meet this aspiration.	Establish the criteria for heritage status. Engage local community groups and organisations and liaise with LCC and other landowners to draft a plan of action and define the Healy Nab area. Explore funding opportunities to take the project forward.	Health Env and N'hoods	LCC, Groundwork	Officer Time
Chorley Town West Group Chair Cllr P Phipps	Coronation Recreation Ground	To establish a 'friends' group and support its development and greater utilisation of the recreation ground by local residents and community groups	To be determined	Health Env and N'hoods		Officer Time
Chorley Town West Group Chair Cllr P Phipps	Eaves Green Precinct	To establish land ownership and support improvements to footpath and car park infrastructure	To be determined	Streetscene and Leisure Contracts	LCC, CCH	Officer time £1000

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Chorley Town West Group Chair Cllr P Phipps	Hamilton Road	Complete the alley gate scheme to Hamilton Road area	Scheme design followed by consultation and agreement with local residents	Health Env and N'hoods		£1500
Eastern Parishes Group Chair Cllr M Gray	Heritage signage across the Neighbourhood Area	Improvements to footpath signage for walkers using the Eastern Parishes and identification of places of interest.	To be determined	Health Env and N'hoods	Parish Councils, LCC, Groundwork	£1000
Eastern Parishes Group Chair Cllr M Gray	Footpath improvements- Brinscall Bus stop	Brinscall Bus stop footpath	To be determined	Streetscene and Leisure Contracts	Landowner, LCC, Groundwork	£1500
Eastern Parishes Group Chair Cllr M Gray	Footpath at Monks drive	Improvements to surface and steps.	To be determined	Streetscene and Leisure Contracts	LCC	£2500
Western Parishes Group Chair Cllr D Dickinson	Mill Lane Eccleston Footpath repairs	Undertake repairs to the Mill Lane country walk footpath	To be determined	Streetscene and Leisure Contracts	Woodland Trust, Groundwork	£1500
Western Parishes Group Chair Cllr D Dickinson	Off Street Parking in Croston	Identify off street parking opportunities in Croston and explore the feasibility of delivering additional off street parking provision	To be determined	Streetscene and Leisure Contracts	Landowners, Parish Council	Officer Time
Western Parishes Group Chair Cllr D Dickinson	Allotment provision in Eccleston	Identify potential allotment sites in Eccleston area and draw up a scheme to deliver them	To be determined	Streetscene and Leisure Contracts	Landowners	Officer time £1500
Southern Parishes Group Chair Cllr H Heaton	Byron Crescent	Develop old garage site with a community food growing project	To be determined	Health Env and N'hoods	CCH	CCH funding Officer time
Southern Parishes Chair Cllr H Heaton	Town Lane Heskin – work to car park and	General tidy and repair of car park and planting of wild meadow	To be determined	Streetscene and Leisure Contracts	Groundwork, Woodland Trust	£1000

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	surrounding area					
Southern Parishes Chair Cllr H Heaton	Charnock Richard MUGA	Develop a scheme to provide a MUGA for Charnock Richard PC	To be determined	Streetscene and Leisure Contracts		£1000
South East Group Chair Cllr J Molyneaux	Car Parking in Adlington town centre	Extension of existing car parking provision behind town centre pharmacy. Improved signage to available car parks	To be determined	Streetscene and Leisure Contracts	LCC	£20,000
South East Group Chair Cllr J Molyneaux	Health walks – extending provision and repairs to existing styles/gates	Increase participation and extend of available walks. Repairs and replacements to styles and gates to facilitate easier access	To be determined	Health Env and N'hoods	Woodland Trust, Groundwork, LCC	£1000
South East Group Chair Cllr J Molyneaux	Park Rd Adlington alley gate scheme	Alley gate scheme to rear of Park Road Adlington	Scheme design followed by consultation and agreement with local residents	Health Env and N'hoods		£3000
Clayton & Whittle-le-woods Group Chair Cllr E Bell	Blackburn Road planting and Church Hill allotments	Provide flower beds to Blackburn Rd WLW and repair/renew fencing to Church Hill Allotment area	To be determined	Streetscene and Leisure Contracts	Parish Council, Groundwork	£500
Clayton & Whittle-le-woods Group Chair Cllr E Bell	WLW Healthy Streets initiative	Develop a healthy streets programme and community network to encourage walking and cycling in the area.	To be determined	Health Env and N'hoods	LCC, Lancashire Sport, Parish Council	Officer time
Clayton & Whittle-le-woods Group Chair Cllr E Bell	Carr Brook Bridges and Camwood walkways	Repairs to the bridge treads around Carr Brook and explore methods of encouraging land/garden owners to cut back hedges/tress that overgrow onto Camwood walkways	To be determined	Streetscene and Leisure Contracts	Groundwork, LCC	£1000
Euxton, Astley & Buckshaw Group Chair Cllr A Platt	Euxton Lane – enhancement to approach and	Continuation of 2013 Priority to engage with landowners to soften the visual aspect of this important route	To be determined	Streetscene and Leisure Contracts	Landowners, LCC, Buckshaw developers	£1500

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	environmental screening					
Euxton, Astley & Buckshaw Group Chair Cllr A Platt	Refurbishment of area around Astley Community Centre	Renovations to this area and link in with the work carried out on the subway.	To be determined	Streetscene and Leisure Contracts	Parish Council, LCC, Places for People	£1500
Euxton, Astley & Buckshaw Group Chair – Cllr A Platt	Play pitch and sport development in Astley.	Long term lease for playing field, Chancery Road, for Astley & Buckshaw Jnrs FC to allow them to apply for funding from outside bodies for improvements to drainage etc. for the site.	To be determined	Health Env and N'hoods	Football Association, Sport England, LCC	Officer time

Chorley Borough Council Executive Cabinet 20th March 2014 - APPENDIX 2 - 2013/14 Neighbourhood Priorities Delivery – March 2014

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Chorley Town East Group Chair Cllr M Lowe	Alleys and Back Streets	Improve the cleanliness & environment through a combination of interventions including resurfacing; weed spraying, patrol and clean up and use of alley gates.	Prioritised list of alleys and back streets. Seek residents views on possible actions. Extent weed spray contract to include identified alleys	Paul Lowe - HEN	3 Year Programme agreed: Year 1- Rear of Mayfield Road, Briercliffe Road. Rear of Eaves Lane, alley between Kershaw St and Stump Lane. Rear of Stratford Road, alley entrance from rear of Stump Lane and rear of Primrose Street. Rear of Bannerman Terrace and Garfield Terrace. Gates installed	£13,329
Chorley Town East Group Chair Cllr M Lowe	Improving health literacy and access to health/ wellbeing activities	Creating a health hub in the neighbourhood area using existing community assets. Using voluntary and expanding existing health provision to provide health and wellbeing services locally. Using a canal improvement activity to mobilise the community into exercise.	Engage PCT/CCG and CRT. Identify community assets – Tatton etc. Identify and support existing groups to extend their offer Create a programme of health related services using existing and new provision. Launch using a canal clean up as a starting community activity.	Paul Carter-HEN	<p>A large variety of activity has been undertaken: We have met with LCC Public Health Professionals to further understand the concept of Health Literacy and the existing toolkits available. CBC supported Health Mela on Saturday 29th June at Tatton Community Centre. We have met with representatives at Tatton Community Centre to discuss the proposal to utilise it as a local health hub. The Health Calendar activities so far have focused on Chorley Town East wherever necessary. Q&A session with CCG and community carried out in November at Tatton. Activities arranged at Tatton to link with Health & Wellbeing.</p> <p>Healthy Newsletters for CTE issued- Edition 2 going to print Jan2014 for delivery end of the month focus on Fit Feb & range of activities available locally to signpost residents to. Discussed with LCC officer to consider CTE being a Healthy Streets area similar to Euxton & Clayton Brook projects.</p> <p>Agreed to submit a bid for a Community Activation Fund in May 2014 for CTE following meeting at Tatton</p> <p>Lee Boyer to work on bid & arrange local consultation with schools & parents. The health literacy issue is now embedded in the business as usual work of the Community Team</p>	£2500 plus within business as usual budgets

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Chorley Town East Group Chair Cllr M Lowe	South Ave – Environmental Improvements	Area of land requiring improvement through the provision of managed open space including the possible provision of allotments	Consult residents on a range of possible improvements Draw up a scheme that meets the results of the consultation. Plan the delivery of the scheme Undertake works	Jo Oliver-SLC	Land ownership enquiries have been made and this area of land is owned by the housing developer, Barratts. This parcel of land was not part of the S106 agreement for the nearby housing estate. An approach was made to Barratts to see if they would be willing to allow the Council to improve the land before any consultation with residents can start. Drainage survey undertaken and agreed to take forward into 2014/15 as a new priority	£4325
Chorley Town West Group Chair Cllr P Phipps	Utilisation of existing recreation and open space with particular reference to Coronation Recreation Ground and Buttermere Green	Increase and encourage greater community use of space. Provide a programme of event and activity. Improve maintenance	Change in maintenance regime. Improvements for tennis courts - safety issues to be addressed. Consultation with residents about potential utilisation schemes	Bob Webster - SLC	Meeting with Cllr Phipps at Coronation and repair work to paths identified. Cllr Snape informed. Identified that £50k allocated to Coronation Rec 2014/15 to resurface and improve tennis courts as long term plan. Following detailed inspection of the drainage additional work was required to ensure the drains flow. This work has now been completed and a procurement process for the repair of the footpaths has been undertaken. As part of this contract a slurry seal is required over all the paths to finish the work and this is weather dependent but will be completed early 2014. Work on pathways at Buttermere Green is being undertaken as part of wider project linked to development of Community Centre.	To be confirmed

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Chorley Town West Group Chair Cllr P Phipps	Action to improve hedge and trees on private land that give rise to light interference issues and anxiety in relation to safety.	Several areas of private land have overgrown trees/planting impacting on neighbouring land and property. Establish a FOC or subsidised tree service with info to landowners on impact of overgrown vegetation	Determine extent of issue. Review tree policy. Develop information programme. Consult LCC, RSL's and residents. Design service	Bob Webster - SLC	Completed. Business as usual within new tree policy, which has been accepted by Members.	Within business as usual budgets
Chorley Town West Group Chair Cllr P Phipps	Improvements to Hallwood Allotments agreed at June 13 meeting as an alternative to original proposal.	Improvement to 3 plots so that they can be re-let	Plot number 262 – Complete clearance and get in good condition ready to let as 2 separate allotments Plot number 234 & 232 – Fell & remove 3 mature conifers, reduce other 4	Sarah Leach - SLC	Streetscene to carry out proposed works to 3 plots once agreed with local cllrs/representatives. Works completed by Streetscene.	£3982
Eastern Parishes Group Chair Cllr M Gray	Business Map Website for Eastern Parish Villages	Develop a website that provides details and promotes local business in the Eastern Parishes	Consult with local business. Website design. Identify local community group or volunteer effort to engage. Establish control/editorship of site	Nuala Lewis – ECDEV	Economic Development worked with the IT Team to create a textual search facility available on Chorley Council website. This search facility enables residents in the Eastern Parishes to search for businesses by different fields such as address or business type, and the results would be displayed textually. This search facility does not include a mapping element at this stage, however progress toward providing a mapped search facility will be made next year after assessing how popular the textual search facility has been on the Chorley Council Website.	Within business as usual

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Eastern Parishes Group Chair Cllr M Gray	Provision of open space amenity on currently waste packet of land at Boars Head Hoghton	Create an area of seating and sympathetic planting on an area of waste ground to improve both visual amenity and create a useful open space for residents of the village	Consult with Cllr Dickinson on potential ideas and options. Draw up plans based on information gathered Consult wider community and cost up proposals. Implement works	Lesley Miller-HEN	Plans submitted to Cllr Dickinson for him to consult on options with land owner and PC. Options being priced. Project behind schedule due to delays in getting confirmation from landowner. Still planned for work to begin before end of March	To be confirmed
Eastern Parishes Group Chair Cllr M Gray	Repair cobble/sett walkway at Victoria Street Wheelton	Improvements to public open space between Village Hall and play area	Cobble/sett walkway is no longer a feature of the project proposal. Proposed new seating/picnic area at top of site; new footpath to link village hall and play area	Doug Cridland – SLC	An examination of the cobble/sett walkway has concluded that repairs/resurfacing are not practically possible to achieve within Neighbourhood Project remit (significant investment would be required, and would need to overcome considerable physical challenges) Site meeting and discussions with Cllr Hansford to define scope of project. Agreed to examine possibility of improving surfaces in vicinity of cobbled walkway for pushchairs (users of nursery), inc gates, enhance access to play area across grassed open space. Principle design for new footpath and a seating area has been produced, with quotation for work. A revised outline scheme has been produced (with costs), which needs to present options and costs to the Parish Council for a decision on whether to proceed.	Costs to be confirmed c. £7000

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Western Parishes Group Chair Cllr D Dickinson	Increasing community resilience to flood risk and improving community flood response in the event of a flood.	Croston is a flood risk area and is subject to proposals to improve flood defence both from surface water and river flooding through projects being undertaken by UU and the EA. There is an additional need to support the community resilience to flood events and response during a flood as well as in the recovery stage.	Bid into Community Pathfinder fund. Support establishment of FAG. Public meetings/ engagement. Support survey/mapping work. Improve sandbag provision	Simon Clark-HEN	Lower Yarrow Flood Action Group (LYFAG) established and in direct liaison with Croston Parish Council. Parish Council have agreed oversight of LYFAG spend as part of neighbourhood priorities. Env Agency in partnership with UU and CBC have held an initial consultation on flood defence options. LYFAG supported by CBC conducted a successful a ditch clearing day on 15 th June. Funding levered in from LCC to provide a community pump and additional equipment provided to the LYFAG for ongoing work	£750 Equipment £2000 contribution to locally sited pump
Western Parishes Group Chair Cllr D Dickinson	Resolve the use of Back Lane/Sarah Lane/ Bamford Lane Bretherton as a 'Rat Run' past the village	This minor road is used repeatedly as a cut through Bretherton despite 'access only' signs. Action required to deter its use	Enforcement of existing traffic Order. Awareness raising of the status of the road. Deterrent measures installed	Paul Lowe - HEN	Site visited to identify the problem area and any residences or businesses that are accessible on the route. The 2 routes have also been timed and checked to determine if the cut through is the quicker option- it was not the faster choice. Key stakeholders are now being identified to include the elected members for the area for a meeting to be convened to discuss the project in more detail.	Officer time

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Western Parishes Group Chair Cllr D Dickinson	Social Isolation - Increase participation in activities to reduce isolation particularly amongst the elderly population and young families.	Improve the range of village events and the ability to network between community groups across villages. Networking existing groups and activities; increasing volunteering capacity and publicising offers would address this	Establish the current offer and range of community groups. Transport links between villages at times of activities	Simon Clark-HEN	Survey of over 50's demographic undertaken. Identified majority of respondents engaged with local groups but a barrier to engagement is transport to events and the timing of events. Work starting on projects to address these issues. Work being undertaken to look at lunch club provision, meals on wheels etc. to ensure isolated individuals have access to healthy meals during the week. A variety of initiatives have been commenced or delivered and this work is now extended across the Borough and delivered through business as usual	Business as usual
Southern Parishes Group Chair Cllr H Heaton	Play and Open Space provision in the area with particular reference to establishing a play area in Charnock Richard area and additional provision in Coppull	Proposal to create a parking area for the church and community centre and a woodland retreat area at Orchard Garden Charnock Richard. Additional provision of play equipment already recognised for Coppull-Longfield	Increase/encourage volunteer effort. Facilitate networking of groups. Review and extend activity offer	Bob Webster - SLC	Options presented to Parish Council and design agreed. CBC to assist in preparatory works including tree survey, eco survey and planning app. PC to find funds for implementation of works. Play provision in Coppull being considered as part of the Play and Open Space strategy. Tree and topographical surveys procured and scheduled for completion in early January.	To be confirmed

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Southern Parishes Chair Cllr H Heaton	Redevelopment of land with garages at Byron Crescent.	Area of land with dilapidated garages being a source of ASB. Seek demolition of garages and establish future use of the land	Confirm land ownership and use of garages. Seek demolition of buildings and clear land. Consult on possible future uses of land.	Lesley Miller-HEN	Works completed to demolish garages. Cllrs asked to consider future development options for next round of Neighbourhood Working projects.	£6450
Southern Parishes Chair Cllr H Heaton	Review and improve accessibility to the Southern parishes villages in relation to parking provision and accessibility of shops and amenities	Extend economic development activity to outlying villages with more targeted promotion of village centres.	Establish needs and consult on actions required to support villages. Provide small grants to enhance shop fronts Review accessibility and parking provision	Gill Barton – ECDEV	The Council is adding a Southern Parishes Shop Floor Refurbishment Grant/Business Rate Subsidy scheme to the portfolio of available Chorley grants, in the Local Service Centres of Charnock Richard, Heskin and Coppull. The project paperwork is in place and placed on the Chorley website, and additional marketing will be carried out.	Within business as usual budgets

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South East Group Chair Cllr J Molyneaux	Road Safety – Speed control and road safety awareness	Procure and deploy SPIDs on a programmed rota of sites using trained CBC, community and PC people. Develop a local speed awareness campaign utilising existing road safety resources	Purchase SPID machines. Develop programme for deployment, and train staff to fix at existing fitted locations. Start campaign to raise speed awareness in identified areas.	Paul Lowe - HEN	Multi-agency/ members meeting, four areas have been identified as requiring the devices, Rivington, Adlington, Anderton and Heath Charnock. The next stages for the project will be to arrange deployment and to develop and implement, along with the communications team, the road safety awareness campaign linked to this project. Training completed. Purchase orders raised for equipment	£7590
South East Group Chair Cllr J Molyneaux	Estate Parking	Joint work with LCC and CCH to tackle increasing parking issues on some estates in the area.	Identify priority estates/streets for action. Agree consistent policy for drop kerb and verge crossings. Awareness campaign for considerate parking	Jo Oliver-SLC	Members of the SE Parishes group have been contacted and asked for details of problem areas. These will be collated with a draft action plan circulated to the group by the end of July. CCH progressing estate parking issues. Design work for overspill parking at Fairview CC being undertaken.	Officer time and CCH funded
South East Group Chair Cllr J Molyneaux	Community Food Growing	Chester Place identified as food growing area. Work with CCH and LWT to start a community food growing group	Provision of raised beds. Provision of equipment/plants Mobilise community group and volunteer effort	Lesley Miller-HEN	Housing officer from CCH leading on this. Planters have now gone in and the Lancs Wildlife trust are visiting the site weekly, and there will be some additional time spent by CCH and the wildlife trust and promotion for the venture in early spring. This project is now established and considered completed. CCH will continue to provide updates on activities through the liaison meetings.	CCH and Wildlife Trust funded

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Clayton & Whittle-le-woods Group Chair Cllr E Bell	Footpath network around Martins Farm WLW – path no.s 15, 16, 17 and 18. Area of path missing and requires making up.	Complete the footpath network in WLW area where the path is missing	Establish the extent of new path required and works involved.. Explore range of local community groups who would support work Cost the works required. Either contract works , utilise supervised volunteering effort or a combination	Simon Forster - SLC	Work scoped, quotations obtained and work completed.	£1903
Clayton & Whittle-le-woods Group Chair Cllr E Bell	Provision of a Youth Shelter in WLW area	Provide a youth shelter at an agreed location	Consult residents, youth groups and young people on preferred location; style and design of youth shelter. Draft a scheme. Seek external funded support	Lee Boyer-HEN	Meets and discussions held with parish council and Cllr Bell prior to this, attended meeting 11 th Nov and unclear if this particular project is what is really needed, there appears to be little evidence of demand or need, a request aimed at more activity for young people was made, therefore again need and demand to be ascertained. After further discussion it was agreed for the group to go away from this meet and report back with any findings and thoughts by December 11 th . Sport and Play have agreed to do a sample survey where possible, and will promote and keep the parish informed of other opportunity's close by such as doorstep sport clubs at Clayton Green. Local PCSO has provided information in relation to a problem with local young people (although this appears to be in phases), this reported at Dec meeting. The location of the scheme is still undecided/ not clear. (LB) to make contact with the PCSO in question and arrange to engage directly with young people and gain further information as to the need etc. January 13th Parish Meeting PCSO invited and (LB) will attend the meeting as well/after discussing with Cllr Bell.	Agreed this won't be delivered in this format. Targeted activities to be developed for young people in 2014/15 through business as usual

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Clayton & Whittle-le-woods Group Chair Cllr E Bell	Tree maintenance programme in Clayton Brook	Utilise existing tree management capability to introduce a programme of tree maintenance and removal in Clayton Brook area	Establish partner tree maintenance programmes Seek to combine and coordinate programmes. Consult residents on additional tree work required. Implement programme	Bob Webster - SLC	Information regarding Council Tree policy and LCC enforcement went to the neighbourhood group for approval. Council tree team is now carrying out work as part of long term schedule. Arrangements have been made with People for Places and LCC to coordinate tree work on respective land	Within business as usual budgets
Euxton, Astley & Buckshaw Group Chair Cllr A Platt	Enhancing the eastern approach to Euxton village with environmental screening.	Proposal to undertake some planting/ screening on the approach to Euxton from Ackhurst. Use of trees, planting and other environmental screening	Meeting arranged with Cllr Goldsworthy to scope. Explore orchard planting. Boundary 'welcome' stone	Bob Webster - SLC	<p>Numerous land owners identified on Euxton Lane including Runshaw College and BAE Systems. Chorley Council do not own any of the land in question along Euxton Lane. Tarmac Co. have carried out landscape improvement work to quarry entrance on Dawbers Lane. CBC to carry out sympathetic planting to our land around junction with central Ave and other land owners to be approached. Planning to be approached regarding Euxton design guide to ensure future development is appropriately landscaped and existing screening is retained or replaced with similar- enquiries ongoing.</p> <p>BAE Systems confirmed as the owners of the land adjacent to Bolton Wanderers training ground. BAE have confirmed they will discuss scheme in the new year.</p>	To be confirmed

N'hood Area	Priority	Outline	Possible Actions?	Lead Officer	Action to Delivery	Cost
Euxton, Astley & Buckshaw Group Chair – Cllr A Platt	Improving the roadside planting to Chancery Road Astley including work to the green space at the school entrance.	Improve 'blind spot' on exit from school to Chancery Road. Assess current planting in area and replace some tree planting with low level plants	Scope applicable work Engage school, LCC, PC Scheme design implementation	Bob Webster - SLC	Plan developed to be circulated to group and site meeting to be organised.	To be confirmed
Euxton, Astley & Buckshaw Group Chair – Cllr A Platt	Review the parking, planting and footpath provision at Greenside Euxton with a view to developing a multi-agency scheme of improvements.	Assessment of area with respect to parking, pedestrian and open space provision.	Consult with CCH, LCC and residents on possible solutions	Lesley Miller-HEN	Tree work is completed. CCH has applied for planning permission for 6 additional parking spaces on the grassed verge no.56-64 Greenside. They also propose to reconfiguration existing parking to provide more parking capacity. These schemes will depend on planning being granted and budget approval, so no decision can be made until Feb 2014. NFA on this except for monitoring of progress with CCH as part of regular meetings.	To be confirmed and CCH funded

