



MAWDESLEY PARISH COUNCIL

Draft Minutes of the Parish Meeting held on

Tuesday 8th July 2025 at Mawdesley Village Hall

Participants: Cllr M Worthington (Vice Chair), Cllr G Green, Cllr S Boardman, Cllr M Henty, Trish Grimshaw (Clerk/RFO) and Peter Boardman (Lengthsman).

- 1. Apologies** – Cllr L Causer
- 2. Declarations of Interest and Dispensations**
- 3. To receive declarations of interest from Councillor's on items on the agenda** - none
- 4. To receive written requests for dispensations for disclosable pecuniary interests (if any)** - none
- 5. To grant any requests for dispensation as appropriate** - none
- 6. Minutes of the Previous Meeting. To resolve to approve as a correct record the Minutes of the Council Meeting held on 20th May and 10th June 2025.** It was resolved to approve as a correct record the Minutes of the Council Meetings held on 20/5/25 and 10/6/25.
- 7. Public Participation: To adjourn the meeting for a period of public participation.**

Any member of the public may speak for up to 5 minutes within the overall time allocated. Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time. A member of the public is any person present other than a member or official of the Council. A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon. None

- 8. To receive an update on the vacancy for a Parish Councillor.** The Parish Clerk confirmed the vacancy had been advertised in accordance with the provisions of Section 87(2) of the Local Government Act, 1972 following the resignation of Councillor Gillian Worthington. There had been no request for an election to fill the vacancy hence the vacancy can be filled by the Parish Council via co-option. The Clerk confirmed she will update the application form. Cllr Henty and Cllr Green will advise the Clerk of possible applicants.
- 9. Parish Clerk's Report.** The Clerks report (previously circulated) was noted.
- 10. Lengthsman's Report.** The Lengthsman has obtained a quotation from a molecatcher and will forward to the Clerk. The Community gardeners have been busy planting up the raised bed on Moss Fields. The village is being prepared for walking day with footpaths being cleared together with ongoing weeding and litter picking maintenance.
- 11. Correspondence from outside bodies –**
 - to receive the invitation to the Extra Ordinary Meeting of LALC (circulated 22.06.25) to consider approving the revised LALC Constitution to be held on**

Tuesday 12th August 2025 at 6.00 pm. [www EGM Constitution.pdf](#). Parish Councillors noted the invitation.

- **LALC Smaller Authorities Practices Panel (AAPPP) changes (previously circulated).** The Clerk advised of the changes which will become effective from the next audit. Parish Councillors must have a dedicated e mail address for Parish Council correspondence and it is suggested that both a .gov e mail account and website address will meet digital and data compliance together with an IT policy. The.gov.uk is the ultimate official domain for a council and provides elevated levels of security and can only be used by authorised organisations for added security and governance. The Clerk advised our current website provider can undertake this work and, in relation to e mail set ups would be able to do this by attending a Parish Council meeting. It was ratified the Clerk obtain costings and prepare a draft IT policy.

- 12. To discuss the quotation received from L Davis following inspection of the trees on Moss Fields with the Lengthsman and agree a way forward.** It was ratified accept the quotation, proposed by Cllr Worthington, seconded by Cllr Green, and subsequently agreed by all.
- 13. To receive a quotation from S Ashton for securing the remaining hazel posts on Moss Fields and agree a way forward.** It was ratified accept the quotation which also included removing 2 large patches of rose spirea and willow saplings, proposed by Cllr Worthington, seconded by Cllr Green, and subsequently agreed by all.
- 14. To discuss and agree an annual schedule of rotation for the SpID.** Following discussion, it was ratified to move the SpID between the 3 locations i.e. Dark Lane, Smithy Lane, and Hall Lane every 2 months; the next location being Dark Lane.
- 15. To discuss the numerous large advertising banners that are displayed on the grass verge at the end of Hurst Green and agree a way forward.** Following discussion, it was ratified to obtain a quotation from an appropriate solicitor to adopt this piece of land; Cllr Hogg to progress this. Furthermore, it was ratified to include the area where the Christmas tree stands at the top of Hurst Green and land between Moss Fields and Ashtrees. The Clerk to establish grass cutting areas from Ken Linford.
- 16. To receive the report on the village inspection (previously circulated) and discuss actions.** Parish Councillors confirmed receipt of the report, the Clerk and Lengthsman to update Parish Councillors with progress at future meetings.
- 17. To receive the Rush/reed report from CPRE and agree a way forward.** Control of soft rush and meadow management was discussed following the report from Lindsay Beaton. It was ratified to research the options, meanwhile to continue with the annual mowing of the field; however, collection of the cuttings and disposal of the cuttings is not currently feasible.
- 18. To discuss additional planting of saplings on Moss Fields and agree a way forward.** It was ratified to apply for additional saplings and replant in the winter months with the help of volunteers and the community gardeners.
- 19. To receive an update on the Community Cabin project.** The Clerk updated Parish Councillors on progress with the application for funding. A short video has been made by the Clerk and Cllr Worthington which provides an overview of the project and further quotations have been sought for the cabin. It was ratified to hold a separate sub-committee meeting to discuss some of the finer details on the form, the Clerk to e mail suggested dates.
- 20. To receive an update on the Interpretation Board on Moss Fields.** The clerk advised that the final artwork was sent by Olivia to 'Make Me Something Special' in June, the printing of the sign and manufacturing of the board should take approx. 4 weeks.

- 21. To receive an update on the timber tree trunk seats for a ‘reading circle’ on Moss Fields.** The Lengthsman is hoping to make these from existing cut offs on Moss Fields.
- 22. To receive an update on the signs for Moss Fields and discuss signage of the community garden area and agree a way forward.** The Clerk reported she had contacted all the Community Gardeners, as per the request made at the last meeting to check on progress. Cllr Henty advised that the group are in the process of setting up a bank account and will then sort out insurance. They have secured £400 for future development. Parish Councillors discussed signage and agreed some type of signage was necessary to advise visitors about the community garden.
- 23. To discuss the Community Champion Award and consider reintroducing the ‘Youth/young person’ category.** It was ratified to reintroduce the category.
- 24. To receive an update on the Neighbourhood Plan.** Cllr Worthington advised the group had met this evening and the plan is moving forward.
- 25. Planning Matters - to discuss and decide a response (if applicable) to planning applications including those received after the agenda is published.**

Proposal: Permission in principle application for the erection of up to two dwellings

Location: Land Adjacent to Sandy Lane Mawdesley

Reference: 25/00600/PIP

We have received the above application which can be viewed at planning.chorley.gov.uk.

Please view the documents and submit your comments online by 18 July 2025.

Decision: Objection

26. To receive an update on the external audit. The clerk advised she has received confirmation of receipt of the audit and is which is in a queue for processing.

27. To consider and approve the schedule of accounts for payment. Approved

28. Financial reports – to ratify accounts and authorise payments. Approved

There being no further business the meeting closed at 20.45

Signed

Cllr M Worthington, Vice Chair

Dated

Clerk/RFO: Trish Grimshaw, E mail: clerk@mawdesleyparishcouncil.org.uk