

AGENDA

RIVINGTON PARISH COUNCIL ANNUAL MEETING ON 18TH MAY 2026 Minutes

1. **Election of Chair for the Civic Year 2026/27**

Chairman David Jones was elected.

2. **Declaration of Acceptance of Office**

The elected Chairman signed the Declaration of Acceptance of Office.

3. **Election of Vice-Chair for the Civic Year 2026/27**

Chairman Vince McCully was elected as Vice-Chair.

Apologies for Absence

Apologies from Paul Ashcroft from United Utilities.

4. **Declarations of Interest**

To receive declarations of interest relating to items on this agenda.

5. **Minutes of the Previous Meeting**

Minutes from previous annual meeting were approved June 2025. Minutes from last quarter meeting will be approved at our next quarter meeting as requested by councillors.

6. **Public Participation**

Helen & Mark Skuce wrote an email to the council regarding the plans United Utilities have for car parks in the village. They had concerns over traffic calming measures not being in place prior to car parks being made.

All agreed that a further meeting was needed with UU & RHT to engage in a joint plan.

7. **County/Borough/District Councillor Reports**

On 12th May 2026 an email was sent to June Molyneux and Kim Snape to request their attendance at the meeting or submit a summary but no response had been received to date.

8. **Review of Council Policies and Governance Documents**

The council reviewed & signed the following documents:

- Standing Orders
- Financial Regulations
- Risk Assessment
- Complaints Procedure
- Data Protection Policy – a request was made to store all documents to a cloud.
Clerk to look into pricing for online storage.
- Transparency Code
- Grievance policy
- Disciplinary policy

9. Review of Committees and Working Groups

At the moment the council does not have any committees or working groups however it was agreed that we need a regular update from UU, RHT.

Chairman Jones will write to UU/RHT to request a meeting to outline what the council and residence want regarding the plans previously submitted about car parks. We would also like a written update from concerns raised at our last meeting with them regarding double yellow lines, speed calming measures and the handling of monies from car park collection and ringfenced monies for Rivington.

10. Finance

Outgoings:

DATE	PAYEE	DESCRIPTION	SUM £
01/04/26	Easy Websites	Website fee	30.36
12/04/26	Horwich town council	Chairman dinner	45.00
14/04/26	Jennie Seddon	Clerk invoice	178.88
16/04/26	LALC		450.00
23/04/26	HMRC	NI/PAYE	11.38
23/04/26	Jennie Seddon	Clerk invoice	330.24
01/05/26	Easy Websites	Website fee	30.36

Incoming:

DATE	INCOME	DESCRIPTION	SUM £
24/04/2026	Chorley Council	Precept	9000.00

- Invoices were reviewed and signed.
- It was agreed that Councillor James-Ellett was to remain as RFO
- Councillor James-Ellett confirmed the bank balance as £23,747.14
- Council undertook a review of the current insurance for the council. It was agreed to stay with Admiral. Quote agreed and invoice was paid for the year.

13. Annual Governance and Accountability Return (AGAR)

- The clerk read the recommendations from the internal audit report. Councillors happy with work completed to date from clerk.
- Annual Governance Statement was approved.
- All councillors received a copy of the Accounting Statements – no issues.

14. Planning Matters

- Rivington Church have requested a small car park on the side of the church grounds to hold around 10 cars. This is United Utilities land so is the early stages of planning. Councillors had no objection to this.
- Councillors requested further research be done into a water assault course which had appeared on the reservoirs from the Anderton Centre. No planning application had been received or noted by the parish council. Concerns were raised over water safety when the site is closed.
Clerk to contact Anderton Centre.
- Still awaiting FOI from Chorley Council regarding Top O'th Hill Farm – Councillors agreed a secondary meeting would be needed to discuss the findings.

15. Parish Maintenance and Assets

- Noticeboard – this has now been fixed. All documents displayed.
- Curb stones – a quote is still needed for this. Chairman Jones will have this for the next quarter meeting.
- Asset register – dated February 2026 with a total of £2500 assets. Councillors reviewed and were happy with the content.

16. Correspondence

17. Councillor Reports and Items for a Future Agenda

- Councillors requested an update from Paul Connell regarding speed radar equipment. Councillors stated that this is the time of year that dangerous driving is at its peak.
- Councillors requested an update about the Anderton Centre Water Assault Course – is it temporary or permanent? Worries were discussed about it staying up when the centre isn't open as it doesn't look too far to swim to however it's well known that it's dangerous.
- Councillors requested a meeting be planned with highways again.

18. Date of Next Meeting

The next meeting of the Parish Council will be held on 20th July 2026.

Signed: Jennie Seddon

Clerk to Rivington Parish Council