

MINUTES OF THE MEETING OF ECCLESTON PARISH COUNCIL, held on TUESDAY, 11 DECEMBER 2012, at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln Lane, Ecclestone

PRESENT: Cllr C Pearl (Chair)
Cllrs Ashcroft, Broughton, Duncan, Gray-Williams, Haw, G Pearl, Sims and Skepper
Janet Anderson (Clerk)

APOLOGIES

12.106 Cllrs Almond, Watmough

DECLARATION OF INTEREST

12.107 Councillor G Pearl declared an interest in Item 12.117 – Planning Applications.

MINUTES OF MEETING HELD

12.108 **Resolved that the Minutes be approved and signed by the Chairman as a correct record.**

MATTERS ARISING

12.109 None to report.

RESIDENTS' ISSUES

12.110 None to report

POLICE REPORT

12.111 Constable Brown reported the Crime figures comparing 13 November 2012 to 11 December 2012 with the corresponding period last year. These were circulated to all Parish Councillors. An incident of car theft whilst de-icing had been reported. A reminder to be vigilant was given.

REPORTS

12.112 **Resolved to note the following:**

Hall and Personnel – Cllrs Sims and Skepper along with the Clerk and Curators Joanne Chamberlain and Vicky Griffiths attended a meeting on Friday 16 November 2012 at 10am when the following items were discussed:

- Fire alarm – the issue of the faulty fire alarm was discussed and it was resolved that the correct procedure had been followed for notifying members
- Security assessment – letter to be sent to residents in Millbrook Lane regarding replacing the fence; quotes received for tree work (item 10 on Parish agenda); clerk to contact council regarding a green bin; quotes for skip hire (item 11 Parish agenda); security lights need checking; quotes for locks to office door and main front door (item 10 Parish agenda); alarm code to be changed – clerk to liaise with caretaker.

Smithy Sub Ctte – Cllrs Sims and Skepper along with the Clerk and Curators Joanne Chamberlain and Vicky Griffiths attended a meeting on Friday 16 November 2012 at 11am when the following items were discussed:

- All policy documents had been approved and adopted at November Parish Council meeting

- Curators to carry out talks around Eccleston and Eccleston Park regarding the All our Stories – Memories of Eccleston project
- Clerk to check with SLCC regarding credit card and paying for large items
- Curators to put together a draft application to the Arts Council for funding for the work on the Smithy. Permission required to submit the application (item 8 Parish Council)
- Activities for 2013/14 season will vary to accommodate all age groups
- Clerk raised the BT telephone bill with curators – Clerk to contact Best Security as it was thought the alarm equipment may be sending faulty message therefore increasing the telephone bill.

Ecclesfield – Councillors Ashcroft, Broughton and Haw along with the Clerk attended a meeting of Ecclesfield Management Committee on Tuesday 4 December 2012 when the following items were discussed:

- Caretaker reported that all repair work now completed
- Drainage on the pitches causing problems. It is thought that the heavy weather and the possible blockage in the brook may be adding to problems. Clearing of the brook to take place.
- Budget for 2012/13 presented to Councillors **Resolved that the Finance Sub Cttee meet to discuss – Clerk to arrange a date**

Smithy Working Party – all Councillors were given a copy of the Curators’ Report for December 2012. The following points were discussed:

- Smithy building – quote for work
- Funding – draft outline been submitted to David Craven at the Arts Council for advice
- Skills for Future – Cllrs agreed that Smithy would serve as the hub for the project which trains people for specific skills linked to heritage
- Dickensian Christmas – event 8/9 and 15/16 December. Christmas traditions and craft activities
- All our Stories – grant approved. Curators preparing a press release. “Tea and chat” sessions being organised in New Year
- World War 2 exhibition
- 2013 events – WW2 exhibition, Dig for Victory, Heritage Open Weekend and International Blacksmith’s Day all will include activities to provide fun for all.

Mill Brow and Mill Wood – Cllr Sims explained the bid for funding for the Mersey Forest and Wildlife Trust to carry out work on Mill Brow and Mill Wood is almost complete. Funding would be from the West East Water Supply Pipeline environmental fund. Cllrs agreed to an access point being created for the use only of De La Salle pupils carrying out environmental students.

GRANT APPLICATION

- 12.113 **Resolved that Curators should progress the application for funding to PRISM (Preservation of Industrial and Scientific Material) should David Craven from the Arts Council approve their outline bid.**

APPROVAL OF ANNUAL RETURN

- 12.114 **Resolved that the Annual Return for the year ended 31 March 2012 be accepted and approved by the Parish Council with the following recommendations:**
- Risk assessment to be carried out during the financial year – **to be carried out in January**
 - Asset register must include date acquired; purchase cost and location held – **Clerk to complete**
 - Payment authorisation – must be item on the agenda and not under Correspondence – **noted**
 - No financial regulations or up to date Standing Orders – **both were adopted Sept 2012**

SECURITY ASSESSMENT

12.115 As a result of a recent security assessment H&P Sub Ctte met and the following recommendations made:

- New lock fitted to the office door to ensure full insurance cover and also the middle lock on the main door sealed off. This lock does not meet British Standards. The existing Chubb lock meets the BS. **Resolved that the work be carried out**
- Tree work recommended by St Helens Council – thin and lift tree touching roof and tree overhanging bench, also removal of tree close to property on Millbrook Lane. **Clerk to obtain references before work can be carried out**

SKIP HIRE

12.116 **Resolved that a skip be hired to clear Smithy office and grounds of the Village Hall.**

PLANNING APPLICATIONS

12.117 **Resolved to note the following:**

Delegated

Land adj Holmewood 14 Ansdell Dr	Outline application with some matters reserved for 1no. dwellinghouse N/O
24 Albany Ave	Works to trees covered by a Tree Preservation Order for works to 1no. ash tree and 1no. beech tree N/O
3 Pike Place	Single storey rear extension N/O

ANNUAL MAGAZINE

12.118 The Clerk requested articles to be sent in by the end of January 2013. A quote has been obtained from Willow Printing – same cost as last year for 4,500 magazines.

ACCOUNTS

12.119 Received: Village Hall Hire £814; R Kelsey PAYE £76.20; Scottish Power refund *for Ecclesfield* £490.78; Rainhill Rotary £100; Eccleston Ladies Guild £25; Ruskin Lodge loan box £10
Total Receipts **£1515.98**

SGN Garden Services Ltd – War Memorial - Remembrance Day	150.00
ABM – new fire alarm panel	300.00
BDO LLP – Annual audit	480.00
Ecclesfield – 2 nd half contrib (£1732) and Scottish Power refund paid to EPC (£490.78)	2222.78
J Chamberlain - Salary December including £75 bonus + exp	244.68
V Griffiths - Salary December including £75 bonus	225.72
L Poole - Salary – December	407.50
J Anderson Salary – December + travel and £20 petty cash	1216.53
PAYE – Curators December (Cumulative £277.20 3 rd month Period 3)	112.40
PAYE – Clerk December (Cumulative £447.403 rd month Period 3)	149.00
PAYE – Caretaker December (Cumulative £0.00 3 rd month Period 3)	0.00
EPC NI contribution December – Clerk (Cumulative £330.12 3 rd month Period 3)	110.04
PAYE – Ecclesfield Caretaker December (£248.60 3 rd month Period 3)	96.20
GPS Telecoms – Clerk’s telephone	32.28
Southern Electric – Aug-Oct inc	230.67
United Utilities – November	8.93

United Utilities – November	25.96
SLCC – minute taking book	15.45
V Griffiths – marketing purchases: banner, leaflets, ink	107.95
Total Payments	£6136.09

RECONCILIATION - The Clerk reported that, as at 22 November 2012, the Balance in the Current Account was £6,500.00, Reserve Account £25,814.23 and Capital Deposit Account £464.12.

PETTY CASH - Expenditure for the month of November 2012	£10.69
Approximate balance at the end of November 2012	£12.66

CORRESPONDENCE

12.120 **Resolved to note the following:**

- **Email from United Utilities** Cllr Sims received an email regarding the ownership of the War Memorial – **clerk to confirm ownership**
- Cllrs Sims informed the meeting of the sad death of Br Alban from De La Salle School on Sunday 9 December 2012. **Clerk to send a mass card to the De La Salle Community**
- **Email from St Helens Council** – council tax base will be lower due to discounts brought in and removal of council tax benefit. Further information due from Senior Assistant Treasurer at St Helens Council
- **Email from a resident** – footpath along Windle Brook impassable. Right of Way Officer went out to investigate and stated that he felt it was acceptable. **Clerk informed resident**
- **Tender for grounds maintenance** at Village Hall and Smithy from Paul Potter Garden Services
- **Merseytravel** – Electronic details of Christmas and New Year public transport with Clerk
- **St Helens Council** – Clerk received copy of St Helens Local Plan Core Strategy document which outlines the policies for achieving St Helens Borough Council’s vision
- **Quote from Metalcrafts** – for a metal frame for Smithy doors
- **Email from Vicky Finch, Emergency Planning Officer** – **Clerk invited her to February meeting**
- **Windle Parish Council** – Invitation to Chair and guest to pre-Christmas event on 18 December **Cllr C Pearl (Chairman) to attend**

DATES OF MEETINGS

12.121 **Resolved to note the following:**

Tuesday 8 January 2013	6.45 pm	Smithy Meeting	Village Hall
	7.30 pm	Parish Council	Village Hall

The meeting closed at 9.00 pm.

SIGNED

DATED