

MINUTES OF THE ANNUAL MEETING OF ECCLESTON PARISH COUNCIL, held on TUESDAY 8 MAY 2007, at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln Lane, Ecclestone

PRESENT: Cllr Duncan (Chair)
Cllrs Broughton, Evans, Gleave, Gray-Williams, Maloney, C & G Pearl,
Perry, Skepper
Con G Harper
Mrs L Scott (Clerk)

APOLOGIES: Cllrs Bain and Sims

MINUTES OF MEETING HELD 10 APRIL 2007

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

MATTERS ARISING

07.02 06.158 – Insurance Renewal – The Clerk reported that Proposal Forms have been completed and sent to Zurich Municipal Insurance but we are still waiting for a quotation.
Resolved that, due to the fact the insurance must be renewed by 1 June, the decision be left to Councillor Bain and the Clerk.

ELECTION OF CHAIRMAN

07.03 **The Clerk opened, and counted the nominations for Chairman, and it was unanimously resolved that Cllr Duncan be elected Parish Chairman for the year 2007/08. Cllr Duncan was pleased to accept.**

Cllr Duncan took the Chair for the rest of the meeting.

ELECTION OF DEPUTY CHAIRMAN

07.04 The result of the voting was that Cllr Bain be appointed Deputy Chairman. Cllr Bain was unable to attend the meeting but the Clerk confirmed he had given his permission to be elected. Cllr Bain will be sworn in at the next Parish Meeting.

All Councillors present completed a Declaration of Acceptance of Office form, witnessed and signed by the Clerk

CONSTITUTION OF COMMITTEES

07.05 **Resolved that the committees be constituted as follows:**

Planning - Cllrs Evans, Gleave, C & G Pearl, Perry, Sims – this is to meet on a separate occasion prior to the Parish Council meeting, when possible

Finance - Cllrs Bain, Duncan, Evans, Gleave, Perry

Hall & Personnel - Cllrs Bain, Duncan, Evans, Gleave, C Pearl, Sims, Skepper

Open Spaces - Cllrs Evans, Gleave, C & G Pearl, Sims, and Skepper

Editorial – Cllrs Bain, Evans, G Pearl

Procedures – Cllrs Bain, Evans, G Pearl, Sims

Smithy Working Party – all Councillors to attend before the Parish Council meeting

Ecclesfield Management – Cllrs Bain, Broughton, Evans, Sims
War Memorial Working Party – Cllrs Duncan, Evans, Gleave, Gray-Williams, Perry.
The suggestion was made to invite the Curators to participate in meetings as they have the expertise to help move the project forward.

SCHOOL GOVERNING BODIES

07.06 **Resolved that the following be noted:**

Eccleston Lane Ends – Cllr Gray-Williams St Julie’s – Cllr Bain
Eccleston Mere – Cllr G Pearl

REPRESENTATION OF OUTSIDE BODIES

07.07 **Resolved that the following be noted:**

Merseyside Playing Fields - Cllr Evans Merseytravel - Cllr Evans
District Sports Council - Cllr G Pearl CVS - Cllrs Duncan & Maloney

PARISH COUNCIL BANK MANDATE AND DIRECT DEBITS

07.08 **Resolved that the present mandate specifying any 2 Councillors and the Clerk to sign cheques should continue. Resolved also that we continue with the 7 direct debits for St Helens MBC – Rates, MANWEB, British Gas, United Utilities, Asset Finance (Photocopier Lease), Cannon Hygiene, B&M Office Machines.**

RESPONSIBLE FINANCIAL OFFICER & INTERNAL AUDITOR

07.09 **Resolved that the Clerk continues to carry out the duties of Responsible Financial Officer with Cllr Bain as Finance Committee Chairman. Mr John Friar is to be asked to continue as Internal Auditor.**

DECLARATION OF INTERESTS

07.10 **Resolved that these be updated with “nothing new to add”. Councillor Skepper’s Declaration was given to the Clerk for submission to Peter Blackburn.**

STANDING ORDERS

07.11 **Resolved to continue to use the NALC model of Standing Orders and Chairmanship. Meetings will take place with a quorum of 5, as decided at the September 2000 Parish Council Meeting.**

POLICE REPORT

07.12 Constable Harper reported that the breakdown over the last 30 days had shown that there had been no residential break-ins in Eccleston. There had, however, been a few car-related crimes, 2 sheds broken into, 1 assault, 4 criminal damage – Eccleston Library had sustained damage on 2 occasions. There had been several youth disorder calls received. There has been a suggestion that a Section 30 Order be placed on the Walmesley Road area and George wanted Councillors’ reaction to this. St Helens is trying to get youth workers involved in the problem. Councillors

were not in favour of a Section 30 Order but gave their support to the proposed Alcohol Exclusion Zone for the whole of the St Helens area.

KILN LANE

07.13 The Clerk read out the reply made to Mr Owen regarding his request for help in reinstating his garden. The bill has now been received for the first of ten payments in the amount of £1,638.10 per annum. This figure does not include VAT.

NEW CODE OF CONDUCT TRAINING

07.14 Peter Blackburn has requested numbers for the proposed training on the new Code of Conduct. Four Councillors plus the Clerk wanted to be included in the sessions. It was assumed that District Councillors would attend their own sessions. All Councillors were given a copy of the proposed new Model Code together with notes highlighting exclusion paragraphs and the inclusion of one paragraph on prejudicial interests. As the Code must be adopted by 1 October, it was suggested that it should be discussed after the August recess.

REPORTS

07.15 **Resolved to note the following:**

Hall & Personnel - All Councillors will be given a full report. The main points for discussion were:

- Repairs – minor repairs have been completed resulting in a bill for £187.30. The bill for the wall repair has still to be received
- The Curators have re-stained the Smithy outer doors
- Survey of possible problems taken and Clerk asked to obtain estimates
- The Caretaker has requested a week's holiday at the end of May. This was approved and the Clerk asked to find out from St Helens Council what the current practice is for paid holidays

Smithy - See Curators' Report attached. The main points for discussion were:

- Visit from Gary Maddock, Regeneration & Tourism Dept, St Helens Council
- Charging for party visits – A visit from a Pensioners' Group is planned.
- Request for petty cash or float refused but permission given for Curators to make a purchase of up to £20 at fairs they attend. Anything more, the Clerk is to be contacted for approval from Councillors
- Essential Magazine article and advertisement
- Use of the Hall for craft-type events
- School visit planned
- Leaflet
- Exhibition at St George's Hall
- Museum Accreditation forms re Fire Survey – Curators currently working through these

Clerk's Meeting - The Clerk attended a meeting on Friday 13 April 2007 when Clerks from all 7 Parishes in St Helens met with Peter Blackburn and John Skinley, new Head of Administration. The following were topics for discussion:

- Parish Review – this is still being considered by DCLG
- Election Costs – not available as yet

- Declaration of Interest/Code of Conduct – new Code will be out 3 May 2007 but as it needs to be adopted, the present Code will have to be issued to new Parish Councillors. Training on the changes will be given and ALL Councillors need to attend.
- Standards Board Procedures
- Section 106 Agreements – Authority asks major developers to provide something for the community as a whole
- Attendance at Election Count – Parish Clerks to be invited to Parish Count
- Contacts for Council Officers – no complete list of Authority employees available
- AOB – Ward Committees and allocation of money for environmental projects - Minutes requested

PLANNING APPLICATIONS

07.16 **Resolved that the following observations be made:**

Delegated

113 Old Lane	Single-storey ext to shop premises to provide retail area & store room, external staircase to 1 st floor flat – Concern at proposal to add to already busy roundabout, over development of site, car park at back would have adverse effect on residents of Plumtree, no turning head, storage at back where car park proposed to be shared by staff & flat resident
30 Springfield La	Demolish existing garage & lean-to & erect 2-storey, hipped roof side ext - ? sufficient off-street parking for a 4-bedroomed house
8 Brooklands Rd	Single-storey rear ext – N/O
74 Rainhill Rd	Conversion of existing dwelling into 2 flats & erection of 4 flats - Proposals contrary to Interim Housing Policy. Additional traffic at the junction of Ellerslie Ave & Rainhill Rd will cause severe congestion problems. New build end of a row of terraced cottages totally out of keeping. Three-storey flats would seriously affect amenity of residents in Ellerslie Ave by overlooking them. Six flats could provide up to 12 additional vehicles - insufficient parking provision for this amount of vehicles.
55 The Avenue	Demolish porch & utility & erect 2-storey side ext, single-storey rear ext & porch to front - ? sufficient off-street parking for a 4-bed house
7 Selkirk Drive	Rear conservatory – N/O
139 Portico Lane	Single-storey side & rear ext - Does not appear to be access to rear of property from driveway, would this create a terracing effect? Driveway quite short, is there sufficient off street parking for vehicles used by applicant?
7 Gillars Lane	Convert garage to habitable room 1 st floor ext to side, pitched roof to existing flat roofs, balcony at rear 1 st floor level – N/O
3 Church Lane	Demolish conservatory & erect new conservatory to rear – N/O

ACCOUNTS

07.17 Received £392 Users; £64.24 R Kelsey PAYE May; £22,892.50 St Helens Council
1st ½ Precept

British Gas – May	103.00
Manweb – May – increase of £12.00	66.50

United Utilities – April (Increase not shown in April Minutes)	4.80
United Utilities – May	38.02*
United Utilities – Direct Debit for Surface water/drainage – May (down £39.28)	12.23
St Helens Council - Rates (increase of £43.93/year)	92.00
St Helens Council – Commercial Waste April 2007 – March 2008	241.93
L Poole - Salary – May	370.00
L Poole – Election Duties plus £1.66 owed from April/May salary	26.66
L Scott – Salary May includes £7.20 travel expenses	1021.81
L Scott – Petty Cash May	20.00
J Chamberlain – Salary May	147.79
V Hirons – Salary May	147.79
PAYE – Curators May (£166.32 2 nd month Period 1)	83.16
PAYE – Clerk May (£572.22 2 nd month Period 1)	286.22
EPC NI contribution – Clerk May (£221.66 2 nd month Period 1 – up £6)	110.83
PAYE – Ecclesfield Caretaker – May (£128.26 2 nd month Period 1)	64.24
B&M Office Machines – Copies 15/03/07 – 12/4/07	14.22
BT – Smithy Line & Internet	46.95
Willow Printing – Magazine 2006/07	1,653.00
Cannon Hygiene – Village Hall Sanitary Services May – July	209.74
Calder Builders – Repairs to Village Hall – Cllr Duncan authorised	220.00
J Chamberlain – Paint for Smithy doors, supplies for Smithy	50.43
K McLoughlin – Magazine Delivery	250.00
St Helens Council – 1 st contribution to Kiln Lane work	1,638.10
Asset Finance – Photocopier lease	110.05
J Friar – Internal Audit for 2006/07	150.00
S Coulman – ½ page advertisement for Smithy	48.00
Balance brought forward April Meeting £22,724.88 + receipts this month	£46,073.62
Total Payments this month	7,227.47
Approximate balance	£38,846.15

* New rate for May, subsequent months £42.99

RECONCILIATION - The Clerk reported that, as at 30 April 2007, the Balance in the Current Account was £6,500, Reserve Account £31,393.22 and Capital Reserve Account £462.37.

Members of the Finance Sub-Committee were given copies of the monthly Reconciliations together with copies of the bank statements for April 2007. The Committee was also given a copy of the Internal Auditor's Report for the end of the Financial Year. There were no matters to be brought to the attention of the Parish Council.

PETTY CASH - Expenditure for the month of April 2007	£24.45
Approximate balance at the end of April 2007	-£4.45

EMERGENCY ITEM

07.18 Councillor Sims requested that the meeting discuss the question of whether the Parish Council would wish to use the St Helens Council solicitor or appoint their own legal representative to oversee the surrendering of two and a half metres of land from Millwood Avenue open space (at no cost to the Parish Council).

Resolved that the District Council deals with all legalities but the Parish Council would need to view the amendments to the lease.

CORRESPONDENCE

07.19 **Resolved to note the following:**

CVS – Contact for April/May – see Parish Council notice board

Mersey Basin Trust – Spring Fair & AGM Invitation – 22 May 07 & Source Issue 13 –

Passed to Cllr Perry

Merseytravel – Meeting 19 April – passed to Cllr Evans

Merseytravel – Bus and Rail Strategies – passed to Cllr Evans

St Helens Council – March Ward Meeting Minutes – passed to Cllr Duncan

Duncan Society – Summer Programme – passed to Cllr Duncan

MPA – Forum meetings Haydock & Newton 14 May 2007

Merseytravel – Meeting 11 May – passed to Cllr Evans

St Helens Council – E-mail from John Broomhead re Saleswood Avenue fence)

St Helens Council - Brian Johnson received MP complaint re Millwood Avenue Open Space)

Open Spaces site visit planned for Tuesday 15 May 2007 at 2.00 pm Village Hall

Mayor’s Parlour – Invitation to Mayor’s Sunday 20 May 2007 and 1 July 2007 –

Cllr Duncan and partner to attend both services

DATES OF MEETINGS

Resolved to note the following:

Tues 5 June 07	7.00 pm	Ecclesfield	Village Hall
Thurs 7 June 07	7.00 pm	Planning Committee	Village Hall
Tues 12 June 07	6.30 pm	Finance Sub-Committee	St James
	7.00 pm	Smithy Meeting	
	7.30 pm	Parish Council	

The meeting closed at 9.15 pm.

SIGNED

DATED.....