

**MINUTES OF THE PARISH ANNUAL MEETING OF ECCLESTON PARISH COUNCIL,  
held on TUESDAY 10 MAY 2011, at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln  
Lane, Ecclestone**

PRESENT: Cllr Skepper (Chair)  
Cllrs Almond, Ashcroft, Broughton, Duncan, Haw, Maloney, C Pearl, Sims,  
Skepper & Watmough  
CSO L Rowling, Mrs L Scott, Clerk

APOLOGIES: Councillor Gray-Williams

**DECLARATION OF INTEREST**

11.01 Cllrs Pearl and Sims declared an interest in Item 11.15 - Planning Applications.

**MINUTES OF MEETING HELD 12 APRIL 2011**

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

**MATTERS ARISING**

11.03 There were no matters to be discussed.

**ELECTION OF CHAIRMAN**

11.04 **It was unanimously resolved that Cllr Skepper be elected as Parish Chairman for the year 2011/2012. Cllr Skepper was pleased to accept.**

Cllr Skepper took the Chair for the rest of the meeting and thanked Cllr G Pearl for the past two years as Chairman of the Parish Council.

**ELECTION OF DEPUTY CHAIRMAN**

11.05 **It was unanimously resolved that Cllr C Pearl be elected for Deputy Chairman for the year 2011/2012. Cllr Pearl was pleased to accept.**

**CONSTITUTION OF COMMITTEES**

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

Planning – Cllrs Haw, C & G Pearl, Sims and Watmough – this is to meet on a separate occasion prior to the Parish Council meeting, when possible.

Finance – Cllrs Almond, Duncan, Haw, G Pearl, Sims and Skepper

Hall & Personnel – Cllrs Almond, Duncan, Haw, C Pearl, Sims and Skepper

Open Spaces – Cllrs Almond, Haw, C & G Pearl, Sims, and Skepper

Editorial – Cllrs G Pearl and Skepper

Procedures – Cllrs Ashcroft, Haw, G Pearl, Sims & Skepper

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

Ecclesfield Management – Cllrs Ashcroft, Broughton, Haw and Sims

War Memorial Working Party – Cllrs Duncan, Gray-Williams, Haw, Skepper, Watmough

Ecclestone Ward Committee Representative – Cllr Skepper

## REPRESENTATION OF OUTSIDE BODIES

### 11.07 **Resolved that the following be noted:**

Merseyside Playing Fields – Cllr Ashcroft      CVS - Cllrs Duncan & Maloney  
District Sports Council - Cllr G Pearl

## BANK MANDATE & DIRECT DEBITS

### 11.08 **Resolved that the present mandate specifying any 2 Councillors and the Clerk to sign cheques should continue. Resolved also that we continue with the direct debits for St Helens MBC – Rates, Scottish Power, British Gas, United Utilities, CFAF Ltd (Photocopier Lease), PHS Sanitary Services, B&M Office Machines (Photocopies), BT.**

## RESPONSIBLE FINANCIAL OFFICER & INTERNAL AUDITOR

### 11.09 **Resolved that the Clerk continues to carry out the duties of Responsible Financial Officer and Mr A Scott to continue as Internal Auditor for 2011/2012.**

**Resolved that in order to comply with the current Audit requirements the Parish Council would request the Internal Auditor to undertake on a regular basis a review of the financial procedures adopted by the Council in connection with payments and receipts, insurance and other such matters as may be identified from time to time as part of ongoing assessment of the Council's activities.**

## ACCEPTANCE OF OFFICE/DECLARATION OF INTERESTS

### 11.10 **Resolved that all Councillors submit an Acceptance of Office Form and update their Declaration of Interests.**

## STANDING ORDERS & QUORUM

### 11.11 **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.**

## RESIDENTS' ISSUES

11.12 There were no issues to report.

## POLICE REPORT

### 11.13 Laura Rowling compared crime figures from 1 January 2010 – 9 May 2010 with those of the same period this year. Police plan to carry out a letter drop, with crime prevention advice, in the Foxwood area due to a number of garden thefts there.

Councillor Skepper invited questions from Councillors.

## REPORTS

### 11.14 **Resolved to note the following:**

Smithy Working Party – this took the form of a demonstration by Neill Corkwill, Edge Hill University Lecturer, who gave a PowerPoint demonstration of his work on pin-hole cameras and why he believes a partnership with the Smithy would be beneficial.

As requested, the Loan Boxes were available for inspection by Councillors afterwards.

Dignity in Care – St Helens Link – Councillor Maloney attended a meeting at the CVS offices, Tontine House, Church Street on 22 March 2011 at 10.15 am.

Helen Saarma, Link Communications worker, welcomed everyone and explained that Dignity is linked to respect, privacy, freedom to decide and self worth. Issues raised:

- Ageing Population
- Training of Staff
- Pressure on Staff
- The 10 Point Dignity Challenge

The meeting closed at approximately 1.15 pm. Councillor Maloney is to report on a follow up meeting at the next Parish Council Meeting.

## PLANNING APPLICATIONS

### 11.15 **Resolved to note the following:**

#### Delegated

|                              |   |
|------------------------------|---|
| <b>Brook House Farm</b>      | Prior notice for erection of agricultural buildings – <b>N/O</b>  |
| <b>Land adj 35 Mill Brow</b> | Erection of 2 semis - <b>object – see attached letter</b>   |
| <b>62 Springfield Lane</b>   | Re-submission for demolition of garage & erect 2-storey side ext, rear conservatory, porch & loft conversion – <b>N/O</b>                   |
| <b>20 Prestbury Drive</b>    | Works to trees covered by TPO – <b>refer to Trees &amp; Woodlands Officer</b>   |
| <b>41 Springfield Lane</b>   | Single storey rear ext – <b>N/O</b>   |
| <b>52 Villiers Cres</b>      | Rear conservatory – <b>N/O</b>  |
| <b>13 Brookside Ave</b>      | Amendment to previous application (P/2009/0650) for the erection of 2 storey side & rear extension – <b>waiting for planners to inspect</b> |

## VILLAGE HALL PAVING

- 11.16 **Resolved that we obtain a second quote from a local paver, details to be supplied by Councillor Haw. Depending on the quote, the Chairman and Clerk will decide on whether to go ahead with problematic paving slabs or to replace the entire side.**

## VILLAGE HALL TURRET CLOCK

- 11.17 **Resolved to defer a decision on the clock repair until the next meeting when the cost of paving is obtained.**

## CHRIST CHURCH GRANT APPLICATION

- 11.18 **Resolved that Christ Church be awarded a Grant of £700 for work on their Churchyard as budgeted.**

## SLCC SUBSCRIPTION RENEWAL

- 11.19 **Resolved to renew the annual subscription to Merseyside Playing Fields Association at a cost of £10.00.**

## CPRE SUBSCRIPTION RENEWAL

- 11.20 **Resolved to renew the annual CPRE Subscription at a cost of £29.00.**

## PARISH COUNCIL INSURANCE RENEWAL

- 11.21 **Resolved to change to CAME insurance, as per their quotation and to stay with them for 3 years, switching to the suggested October renewal date.**

## ACCOUNTS

- 11.22 Received Village Hall Hire £210.00; Nat West Bank Interest £2.53; St Helens Council 1<sup>st</sup> ½ Precept £24,989.50; R Kelsey May PAYE £73.00; £60.00 Pilkington Family Trusts; United Utilities £9.28 less in April than reported

|   |          |
|---|----------|
| British Gas – May   | 42.00    |
| Manweb – May  | 167.00   |
| United Utilities – May payment  | 3.45     |
| United Utilities – May payment  | 24.75    |
| J Chamberlain - Salary May  | 165.72   |
| V Hirons - Salary May   | 165.72   |
| L Poole - Salary – May  | 402.90   |
| L Scott - Salary May includes £9.60 travel expenses                                 | 1,146.82 |
| L Scott – Petty Cash May  | 20.00    |
| PAYE – Curators May (Cumulative £164.80 2 <sup>nd</sup> month Period 1)             | 82.40    |
| PAYE – Clerk May (Cumulative £568.40 2 <sup>nd</sup> month Period 1)                | 284.20   |
| PAYE – Caretaker (Cumulative £0.40 2 <sup>nd</sup> month Period 1)                  | 0.20     |
| EPC NI contribution – Clerk May (Cumulative £229.74 2 <sup>nd</sup> month Period 1) | 114.87   |
| PAYE – Ecclesfield Caretaker – April (£146.00 2 <sup>nd</sup> month Period 1)       | 73.00    |
| Willow Printing – Smithy leaflets Inv 56567   | 78.00    |
| L Scott – Bark for Village Hall grounds from Little Ferny Knoll Farm                | 117.87   |
| J Farrelly and West District Guides – delivery of Annual Magazine                   | 400.00   |
| L Scott – Kitchen equipment for Hall from Dunelm Mill                               | 19.54    |
| St James PCC – Grant  | 300.00*  |
| St James PCC – Room Hire for PC Meeting – 12 April 2011                             | 28.00    |
| St James PCC – Room Hire for Annual Parish Meeting – 26 April 2011                  | 28.00    |
| SLCC – Subscription Renewal – as last year  | 151.00   |
| Christ Church Grant   | 700.00*  |
| CPRE – Subscription renewal – same as last year                                     | 29.00    |
| A Martlew – purchases for the making of Dragon for St George’s Day                  | 59.93    |
| CFAF Ltd – Photocopier lease – 1 <sup>st</sup> payment                              | 102.00   |
| BT – Clerk’s phone & Internet   | 114.54   |
| BT – Smithy phone & Internet  | 124.21   |
| Mr A Scott – Internal Auditor yearly fee  | 150.00   |

|   |            |
|---|------------|
| Balance brought forward April meeting £16,321.65 plus receipts this month | £41,665.96 |
| Total Payments this month   | £5,095.12  |
| Approximate balance   | £36,570.84 |

**\* Resolved that the Council in accordance with its powers under sections 137 & 139 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants & will benefit them in a manner commensurate with the expenditure.**

**RECONCILIATION** - The Clerk also reported that, as at 31 March 2011, the Balance in the Current Account was £6,500.00, Reserve Account £18,767.32 and Capital Deposit Account £463.76. Copies of the Bank Statements have been issued to the Finance Committee along with the Reconciliation as at 29 April 2011 when the Balance in the Current Account was £6,500.00, Reserve Account £35,855.80 and Capital Deposit Account £463.76.

**INTERNAL AUDIT** – Mr A Scott has carried out his quarterly Audit and completed and signed the Annual Internal Audit Report for the External Audit – ie Section 4. Copies of his Report have been given to the Finance Committee.

|   |        |
|---|--------|
| <b>PETTY CASH</b> - Expenditure for the month of April 2011 | £12.42 |
| <b>Approximate</b> balance at the end of April 2011         | £2.94  |

CORRESPONDENCE

11.23 **Resolved to note the following:**

- Dr P J Tunstall** – resident complaint re Annual Magazine – **Resolved Clerk to reply**
- CAG Security** – request to be included in List of Approved Contractors
- Merseyside Environment Advisory Service** – Public Consultation
- St Helens Council** – Cleaning Service Contract renewal – **Resolved to renew**

DATES OF MEETINGS

11.24 **Resolved to note the following:**

|                    |         |                |              |
|--------------------|---------|----------------|--------------|
| Tuesday 7 June 11  | 7.00 pm | Ecclesfield    | Village Hall |
| Tuesday 14 June 11 | 6.45 pm | Smithy Meeting | Village Hall |
|                    | 7.30 pm | Parish Council | Village Hall |

The meeting closed at 9.05 pm.

SIGNED .....

DATED .....