

MINUTES OF THE ANNUAL MEETING OF ECCLESTON PARISH COUNCIL held on TUESDAY 9 MAY 2017 at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln Lane, Ecclestone

PRESENT: Cllr G Pearl (Chair)
Cllrs Broughton, Kempson, C Pearl, Sims and Skepper
J Anderson – Clerk
2 residents

APOLOGIES:

17.01 Cllrs Ashcroft, Duncan, Gray-Williams, Haw and Watmough

DECLARATION OF INTEREST

17.02 Cllr G Pearl declared an interest in Items 17.04 – Matters Arising and 17.17 – Planning Applications

MINUTES OF MEETING HELD 11 APRIL 2017

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

MATTERS ARISING

17.04 Item 16.52 – Cllr G Pearl reported that he had spoken to the parents of the children involved in the alleged incident and he confirmed that in future children would not be allowed in the corridor unless to go to the toilet.

ELECTION OF CHAIRMAN

17.05 **It was unanimously resolved that Cllr G Pearl be elected as Parish Chairman for the year 2017/2018. Cllr G Pearl was pleased to accept.**

Cllr Pearl remained in the Chair for the rest of the meeting.

ELECTION OF DEPUTY CHAIRMAN

17.06 **It was unanimously resolved that Cllr Sims be elected as Deputy Chairman for the year 2017/2018. Cllr Sims was pleased to accept.**

CONSTITUTION OF COMMITTEES

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

Planning – Cllrs Ashcroft, Haw, C Pearl, Sims, Skepper and Watmough

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

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

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

Editorial – Cllrs Duncan, Haw, G Pearl, Sims and Skepper

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

Smithy Working Party – all Councillors to attend. Held before each Parish Council meeting

Smithy Heritage – Cllrs Ashcroft, Sims, Skepper and Watmough

Ecclesfield Management – Cllrs Ashcroft, Broughton, G Pearl and Sims

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

Ecclestone Ward Committee Representative – Cllr Skepper

REPRESENTATION OF OUTSIDE BODIES

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

Merseyside Playing Fields – Cllr Haw
District Sports Council – Cllr G Pearl
Observers at Lester Drive Centre – Cllrs Duncan and Skepper

Healthwatch – Cllr Duncan
Merseytravel – Cllr Kempshell

BANK MANDATE AND DIRECT DEBITS

17.09 **Resolved that the present mandate specifying 2 Councillors and the Clerk to sign cheques should continue. Resolved also that the direct debits continue for Southern Electric, Total Gas and Power, United Utilities, CF Corporate (photocopier lease), B&M Office Machines (photocopying allowance and machine service), BT (Smithy telephone) and GPS Telecoms (Clerk telephone).**

RESPONSIBLE FINANCIAL OFFICER AND INTERNAL AUDITOR

17.10 **Resolved that the Clerk continues to carry out the duties of Responsible Financial Officer and Mr A Scott to continue as Internal Auditor for 2017/2018.**

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.

STANDING ORDERS, FINANCIAL REGULATIONS AND QUORUM

17.11 **Resolved to use the SLCC model of Standing Orders and Chairmanship along with Financial Regulations. Meetings will take place with a quorum of 4 councillors, as per Standing Orders May 2017 which will be reviewed annually. Cllr Pearl requested that each Councillor signs to confirm they have received and read the Standing Orders and Financial Regulations. The Clerk would provide a signature sheet at the June meeting.**

APPROVAL OF ANNUAL GOVERNANCE STATEMENT

17.12 **The Annual Governance Statement 2016/17 was agreed and signed.**

Internal Audit – Mr A Scott had completed and signed the Annual Internal Audit Report for the External Audit, ie Section 4, when he carried out his final quarterly audit.

APPROVAL OF ANNUAL ACCOUNTS

17.13 **Resolved that the Accounting Statements 2016/2017 be agreed and signed by the Chairman.**

RESIDENTS' ISSUES

17.14 Residents raised the issue of young people riding bikes in front of cars and buses in Walmesley Road. One of the residents present had spoken to the youngsters but they did not stop. The resident had reported the issue to the police but the youths disappeared before the police arrived.

Residents also reported concerns that food waste appeared to be left at the back of the shops which may attract vermin. Cllr Sims informed them that the area did not belong to St Helens Council but to a private landlord. She recommended that concerns should be expressed to the Environmental Health Department. Cllr Sims would also report the issue.

POLICE REPORT

17.15 Crime figures had not been received.

REPORTS

17.16 **Resolved to note the following:**

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

- Cheese and wine evening – successful evening with a talk from Mark Olly. £85 had been raised
- Cabinet of Curiosity – positive feedback had been received from visitors so far
- Blacksmith's Day – 20 May 2017. Craft demonstrations and hog roast would take place between 12-5pm. Real ale would be served until 10pm.
- Ready to Borrow ACE Funding – Joanne to attend Preparing to Borrow workshop in order to be prepared to loan more high profile items
- School Visit – Y3 from St Thomas of Canterbury visiting on 19 June 2017 to focus on mining and local industry

PLANNING APPLICATIONS

17.17 **Resolved to note the following:**

Delegated

71 Pinfold Dr	Partial demolition of one half of existing double garage, and erection of single storey rear extension N/O
43 Howards Lane	Conversion of existing garage into utility/bathroom N/O
Valencia Barn	Removal of conditions 5, 8 and 9 on approval P/2016/0714/FUL for the conversion of a barn to a residential dwelling Eccleston Parish Council object to the removal of the conditions
Higher Barrowfield Farm	Demolition of 1no disused barn and erection of 1no 5 bedroomed dwelling along with conversion of existing brick barn to 1no 3 bedroomed dwelling with associates gardens and parking Eccleston Parish Council object to this extent of development in the greenbelt
Burrows Lane Farm	Erection of single storey classroom block with associated office space N/O
Land Villiers Cres	Erection of 1no detached dwelling N/O
41 Broadway	Demolition of existing conservatory, and erection of a two storey side extension, single storey rear extension, and canopy at front N/O
27 Pinfold Drive	Extension to existing flat roof dormer to front elevation N/O
43 Old Lane	Part two storey part single storey infill extension at rear, along with a single storey side extension N/O
1 Walmesley Rd	Erection of two storey side extension, along with demolition of existing garage N/O
1 Millbrow Cott	Two storey side extension Ensure sufficient off street parking

MONITORING OF VILLAGE HALL CRACKS

17.18 Monitoring would take place within the next few weeks and results reported to the June Parish Council meeting.

ACCOUNTS

17.19

Received: Village Hall £677, 1st half precept £27,152.57, RK PAYE £77.80, Windle phone £10.58

Total Receipts

£27,917.95

Payments:

BT – Smithy phone and internet	135.26
SLCC – subscription renewal	118.00
Our Lady Help of Christians – hall hire	20.00
B&M Office Machines – photocopies/machine service qtr	51.48
A Scott – internal audit	175.00
GPS Telecom – Clerk’s phone	38.09
Total Gas & Power – VH gas Jan-Mar	334.62
Mark Olly – Smithy talk	95.00
J Chamberlain – May plus expenses	305.93
V Griffiths – May	168.86
Paul Potter Garden Services – 2 visits May + travel Southport (Smithy items)	76.66
L Poole – May inc elections cover + exp	449.64
J Anderson – May inc travel and petty cash	1252.90
Merseyside Pension Fund – employer and employee contributions May	422.07
Screen Positive Signs – Smithy banner and boards	30.00
United Utilities – May	10.91
United Utilities – May	28.83
Total Payments	£3713.25

INTERNAL AUDIT – Mr A Scott carried out his quarterly audit with nothing to report. He completed and signed the Annual Internal Audit Report for the External Audit – ie Section 4.

RECONCILIATION – The Clerk reported that as at 28 April 2017 the Balance in the Current Account was £6,500.00, Reserve Account £32,344.24 and Capital Deposit Account £465.12.

PETTY CASH – Expenditure for the month of April 2017	£11.84
Approximate balance at the end of April 2017	£12.67

CORRESPONDENCE

17.20 **Resolved to note the following:**

Email from Bleak Hill School requesting a joint awards assembly with Eccleston Parish Council and Windle Parish Council. **Resolved to hold a joint assembly.**

DATES OF MEETINGS

17.21 **Resolved to note the following:**

Tuesday 6 June 2017	7.00 pm	Ecclesfield	Village Hall
Tuesday 13 June 2017	6.45 pm 7.30 pm	Smithy Meeting Parish Council	Our Lady’s Our Lady’s

The meeting closed at 7.45pm.

SIGNED

DATED