

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

PRESENT: Cllr C Pearl (Chair)
Cllrs Almond, Broughton, Duncan, Haw, Maloney, G Pearl, Sims and Skepper
Mrs J Anderson (Clerk)

APOLOGIES

12.60 Cllrs Ashcroft, Gray-Williams, Watmough

DECLARATION OF INTEREST

12.61 Cllr G Pearl declared an interest in Item 12.67 – Planning Applications.

MINUTES OF MEETING HELD 12 JULY 2012

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

MATTERS ARISING

12.63 It was agreed to add to item 12.52 that fundraising separately for Smithy gates would be a long term project with priority still given to the fabrication of the building.

RESIDENTS' ISSUES

Cllr Broughton joined the meeting.

12.64 Mr Houghton, St Helens Council Engineering Dept and Mr Seed, Ecclestone resident attended the meeting to discuss safe pedestrian crossing of Kiln Lane/Millbrook Lane. A lengthy discussion took place that concluded with Mr Houghton stating that there is no suitable solution to resolve the problem.

Mrs Pennington-Cross attended the meeting to discuss metal detecting on Parish Council land. Mrs Pennington-Cross gave a summary of the process to only retrieve items that may be 2-3 inches below the surface. A lengthy discussion took place regarding the Parish Council's previous decision to refuse permission for metal detecting on Parish land for health and safety reasons. It was stated that the Parish Council's use of the land is restricted by the conditions of the lease from St Helens Council.

POLICE REPORT

12.65 PC Moore presented the Crime Report comparing 12 June 2012 – 3 September 2012 with that of the previous year.

REPORTS

12.66 **Resolved to note the following:**

Ecclesfield – Councillors Ashcroft, Broughton, Sims and the Clerk attended the AGM of Ecclesfield Management Committee on Tuesday 4 September 2012 at 7.00 pm when the following points were discussed:

- Cllr Ashcroft elected as Chairman for 2 years.
- Caretaker reported a car with youths suspected of dealing drugs. Cllrs Ashcroft and Sims to report to police.
- Repairs to changing rooms have been completed.
- Lengthy discussion took place about how to prevent teams playing on the pitches without permission. Cllr Sims to look into the legal position of any team playing without permission.
- Management Committee agreed that John Monsvoll (Bleak Hill Rovers) would contact St Helens Council to see if it is feasible to re-instate one pitch behind Broadway houses to use as possible spare capacity.
- It was agreed that there was no spare capacity for Liverpool St Helens to use a pitch this season. Secretary to inform club.

Hall and Personnel – Cllrs Almond and Sims attended along with Vicky Finch, St Helens Council, Curators and Clerk on Thursday 23 August 2012 at 10am when the following points were discussed:

- Draft Emergency Plan document discussed – floor plan to be copied and placed in Hall; emergency bag to be put together and stored safely; A5 action cards for roles to be produced and laminated; produce a slimmed down version for User Groups; St Helens Council to quote for printing plan – charging £15 for 30 copies.
- Museum Accreditation discussed – curators detailed documents required in order to satisfy new Museum Standards. These include Governance documents to be produced by Clerk.

Smithy Working Party – Councillors were given a copy of the Curators' Report for September 2012 from which the following points were discussed:

- Accreditation – curators attended a meeting at Port Sunlight to explain the new system for accreditation. A Hall and Personnel meeting was held to discuss documents required. A further H&P meeting to be held on Friday 14 September 2012.
- Festival of Archaeology – successful event with increased visitor numbers. Different activities took place each weekend including Tudor food, Tudor shoe and pot making.
- Decision making procedure – a lengthy discussion took place regarding the procedure for curators to be included in decision making of Smithy matters. **It was resolved that issues requiring a decision should be fully discussed by Curators and Councillors at Hall and Personnel Committee. The Committee will make recommendations for or against to Parish Council for a decision.**
- Seven Stars – successful quiz evening at the pub
- Fitzpatrick Temperance Bar – items on display from the last Temperance bar in the country
- Memories of Eccleston – curators completed a grant application for a project collecting and archiving memories from Eccleston
- Ale and Hearty – overwhelming successful event on 25 August with a beer exhibition, traditional pub games and traditional beer available. The event raised approx £1,200.
- Till – through Joanne, a till has been donated by the Botanic Gardens Museum
- Pilkington Family Trust – enjoyable day for a group from the Trust who received talks from the curators. A thank you letter was read out by the Chairman
- Bereavement – sadly Tony Rogers, a volunteer at the Smithy, passed away. Clerk to send a letter of condolence
- Heritage Open Day – very successful event. Visitor numbers down compared to past years due to other Heritage Day events taking place, also no bus service running. There was also a well publicised event at the new Saints rugby ground.

Lester Drive – Cllr Duncan attended a meeting discussing funds and raising of funds.

PLANNING APPLICATIONS

12.67 **Resolved to note the following:**

Delegated

3 Broom Cl	Single storey side extension N/O
186 St Helens Rd	Single storey rear/side extension linking into existing detached garage N/O
139 Portico Ln	First floor side extension N/O
38 Clarkes Cres	Two storey side extension, single storey rear extension, front porch and replacement conservatory to the rear N/O
12 The Close	Single storey rear extension N/O
2 Millbrow Ctgs	Erection of a detached dormer bungalow Very real concern at the creation of any additional vehicular access at this location
37 Park Ave	Outline application for demolition of 37 Park Avenue, erection of 2 detached dwellings and creation of vehicular access from Park Avenue Concern at the creation of an additional access onto the unadopted part of Park Avenue - if permission is granted, sufficient off-street parking is incorporated into the plans
Rushen Elm Gr	Demolition of existing dwelling and erection of detached 5 bedroom dwelling N/O
8 Rainhill Rd	Replacement boundary fence at the rear N/O
Land adj 11 Albany	Erection of a detached dwellinghouse Concern at the creation of additional vehicular access onto Albany Avenue, so close to the main entrance to the primary school. Also, there appears to be an "architectural imbalance" in design of the proposed property. Want assurances that the TPOd tree in front garden of No.9 was safeguarded appropriately.
De La Salle	Variation of approved plans condition to allow; the removal of 2no. canopies to the sports block, removal of a brise soleil to the three storey classroom block and the extension of curtain walling to the ground floor on the 2 glazing pods N/O
1 Griffin Cl	Erection of a 1.8m wooden panel fence. Extension of driveway to include removal of existing tree and brick boundary wall N/O

ANNUAL AUDIT

12.68 It was reported that BDO were pleased with all accounts and paperwork. They would like to see up-to-date Standing Orders and Financial Regulations. Also a risk assessment should be carried out mid-year. Clerk to arrange for this to be carried out in December/January.

STANDING ORDERS AND FINANCIAL REGULATIONS

12.69 **It was resolved that the updated Standing Orders and Financial Regulations be adopted.**

EMERGENCY PLAN

12.70 **It was resolved that the emergency plan for Eccleston Village Hall and Smithy Heritage Centre be adopted.** Cllrs will receive an induction at October Parish Council meeting. It was resolved to invite Vicky Finch from St Helens Council to attend the October meeting in order to talk through the document with Councillors.

ACCOUNTS

12.71 Received – Village Hall Hire £1008, R Kelsey PAYE £152.40, HM Rev & Customs first ¼ payment £253.47, Smithy £1140, Pilks Family Trust £20, loan box £5, hog roast donation £20, Scottish Power end of contract refund £408.42 **TOTAL £3,007.29**

British Gas – July – end of contract	196.47
United Utilities – June payment	8.93
United Utilities – June payment	32.77
GPS – Eazipay – Clerk telephone June	30.58
GPS – First Capital (changed company collecting funds) – Clerk telephone July	31.94
BT – Smithy telephone	168.72
J Chamberlain - Salary August	165.72
V Griffiths - Salary August	165.72
L Poole - Salary – August	407.50
J Anderson - Salary August includes war memorial keys cut	1187.53
PAYE – Curators August (Cumulative £204.80 2 nd month Period 2)	82.40
PAYE – Clerk August (Cumulative £433.60 2 nd month Period 2)	149.40
PAYE – Caretaker August (Cumulative £0.00 2 nd month Period 2)	0.00
NI Contribution August – Clerk (Cumulative £188.98 2 nd month Period 2)	94.49
EPC NI Contributions August for Clerk (£220.08 2 nd month Period 2)	110.04
PAYE – Ecclesfield Caretaker August (£152.40 2 nd month Period 2)	76.20
D Gledhill Educational session Smithy	210.00
Paul Potter – Int Blacksmith Day workshop	25.00
St Helens Council – Cleaning Apr-June	809.39
Suregrow Garden Centre	10.00
J G Eckersall – fire door repairs	54.00
Best Security – annual contract renewal	238.54
PO Counters – NI & PAYE first ¼	(1942.19)
St Helens Council – temp event notice	21.00
Costco- annual membership	38.40
ABM Security – annual maintenance	443.09
PHS – Sanitation July-Sept (includes rebate for non-service Feb-June)	86.64
Hoyles Fire and Safety – Annual Service	89.60
Cllr C Pearl – Chairman’s allowance	250.00
CAF Ltd – Photocopier lease	102.00
Vinyl Signs – lettering on Honours Board	36.00
Lorraine Hughes – Phoenix, cider for Ale and Hearty event	120.00
St Helens Council – Clearing July	269.80
B&M Office – Bill and installation of internet and printer	122.66
United Utilities – July payment	8.93
United Utilities – July payment	21.03
J Chamberlain - Salary September plus expenses	484.08
V Griffiths - Salary September plus expenses	458.11
L Poole - Salary September	407.50
J Anderson - Salary September includes petty cash and travel	1202.73
PAYE – Curators September (Cumulative £287.20 3 rd month Period 2)	82.40
PAYE – Clerk September (Cumulative £582.60 3 rd month Period 2)	149.00
PAYE – Caretaker September (Cumulative £0.00 3 rd month Period 2)	0.00
NI Contribution Sept – Clerk (Cumulative £283.47 3 rd month Period 2)	94.49
EPC NI Contributions Sept for Clerk (£330.12 3 rd month Period 2)	110.04
PAYE – Ecclesfield Caretaker September (£152.40 3 rd month Period 2)	76.20

Balance brought forward July meeting £44,854.57 plus receipts this month	£47861.86
Total Payments this month	£8929.04
Approximate balance	£38932.82

RECONCILIATION – The Clerk reported that, as at 30 July 2012, the Balance in the Current Account was £6,500.00, Reserve Account £37,781.83 and Capital Deposit Account £464.00.

As at 22 August 2012, the Balance in the Current Account was £6,500.00, Reserve Account £35,860.84 and Capital Deposit Account £464.00.

PETTY CASH - Expenditure for the months of July and August 2012	£15.82
Approximate balance at the end of August 2012	£1.70

INTERNAL AUDIT – The Accounts were audited at the end of the first quarter with nothing to report.

CORRESPONDENCE

12.72 **Resolved to note the following:**

Came Insurance – renewal of insurance, premium £2628.19 in £241.42 Ecclesfield. EPC £2386.76 (£2331 in budget) **Resolved to pay**

Localism Act 2011 – New Code of Conduct. Presentation by Angela Sanderson Thurs 27 Sept 2012, 5.30pm Members’ Room, Town Hall. **Clerk to notify of 4 Cllrs attending plus Clerk**

Invitation from Liverpool St Helens Football Club – Tuesday 25 September holding Tag to Twickenham competition for primary schools. **Clerk to reply Chairman cannot attend.**

Pilkington Family Trust – Thank you letter received after their visit to the Smithy thanking Joanne and Vicky for their excellent presentation and informative talks. **Chairman read out to meeting**

Water testing – report received stating that the water tested from premises is satisfactory.

De La Salle – Thanks for Grant money

St Helens Council – reviewing Gambling Policy Statement. A draft is available on their website www.sthelens.gov.uk. Consultation period open until 11 October 2012.

Merseyside Playing Fields Assoc – Committee meeting at Liverpool Cricket Club Thurs 13 September 2012

Jones Homes – sponsored Mere FC and provided the team with new kit.

St Helens Council – specification for mortar for the Smithy Heritage Centre received. Cllr Sims and Clerk to meet with council engineer on Wednesday 12 September to discuss.

DATES OF MEETINGS

12.73 **Resolved to note the following:**

Tuesday 9 October 12	6.45 pm	Smithy Meeting	Village Hall
	7.30 pm	Parish Council	Village Hall

The meeting closed at 9.15 pm.

SIGNED

DATED