

**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

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

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 1st 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 nd month Period 1)	82.40
PAYE – Clerk May (Cumulative £568.40 2 nd month Period 1)	284.20
PAYE – Caretaker (Cumulative £0.40 2 nd month Period 1)	0.20
EPC NI contribution – Clerk May (Cumulative £229.74 2 nd month Period 1)	114.87
PAYE – Ecclesfield Caretaker – April (£146.00 2 nd 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 st 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.

PETTY CASH - Expenditure for the month of April 2011	£12.42
Approximate 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