

MINUTES OF THE ANNUAL MEETING OF ECCLESTON PARISH COUNCIL, held on TUESDAY 12 MAY 2015, at 7.30 pm in ECCLESTON VILLAGE HALL, KILN LANE, ECCLESTON

PRESENT: Cllr Ashcroft (Chair)
Cllrs Dawson, Duncan, Gray-Williams, Haw and Sims
Janet Anderson, Clerk
2 residents

APOLOGIES

15.01 Cllrs C Pearl, G Pearl, Skepper and Watmough

DECLARATION OF INTEREST

15.02 None

MINUTES OF MEETING HELD 14 APRIL 2015

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

MATTERS ARISING

15.04 There were no matters to be discussed.

ELECTION OF CHAIRMAN

15.05 **It was unanimously resolved that Cllr Ashcroft be elected as Parish Chairman for the year 2015/2016. Cllr Ashcroft was pleased to accept.**

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

ELECTION OF DEPUTY CHAIRMAN

15.06 **It was unanimously resolved that Cllr Sims be elected as Deputy Chairman for the year 2015/2016. Cllr Sims was pleased to accept.**

CONSTITUTION OF COMMITTEES

15.07 **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 G Pearl 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, Haw and Sims

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

Eccleston Ward Committee Representative – Cllr Skepper

REPRESENTATION OF OUTSIDE BODIES

15.08 **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

CVS - Cllrs Duncan
Merseytravel –

RESIDENTS' ISSUES

15.09 One resident raised the problem with mail being delivered to incorrect addresses in Millfields since the new flats near Sainsbury's had the same numbers as the houses along Millfields. Cllrs Sims would look into the matter.

The question was asked as to whether there was any news about the doctor's surgery and pharmacy moving to the new development at Millfields. Cllrs Sims and Haw replied that there was no further news.

A resident enquired whether there was any news regarding the Carmelite grounds. Again Cllr Sims and Haw replied that there was nothing to report.

POLICE REPORT

15.10 No one available to attend from the Police but PCSO Green provided crime statistics which were discussed. Figures were slightly lower than the same period last year. Cllr Dawson reported several incidents along Kiln Lane including a burglary and a car broken into. He was asked to contact Insp Collins for an update of the situation.

BANK MANDATE & DIRECT DEBITS

15.11 **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, B&M Office Machines (Photocopier Lease), B&M Office Machines (Photocopies and service), BT (Smithy telephone) and GPS Telecoms (Clerk telephone).**

RESPONSIBLE FINANCIAL OFFICER & INTERNAL AUDITOR

15.12 **Resolved that the Clerk continues to carry out the duties of Responsible Financial Officer and Mr A Scott to continue as Internal Auditor for 2015/2016.**

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 & QUORUM

15.13 **Resolved to continue 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 issued September 2012 and reviewed annually.**

REPORTS

15.15 **Resolved to note the following:**

Smithy Working Party – all Councillors were given a copy of the Curators' Report for May 2015. The following points were discussed:

- Man's Best Friend – exhibition proving popular
- International Blacksmith's Day – Saturday 23 May 2015, 12 noon to 5pm for craft events/demonstrations and until 11pm for real ales, ciders, tea, coffee and soft drinks. Volunteers agreed as: Cllrs Ashcroft, Sims and Duncan 12-2; Cllrs Haw and Dawson would be available for most of the day.
- Loan boxes – proving popular. Three boxes were loaned to Colliers Croft Retirement Home in Haydock to celebrate the anniversary of VE day
- Talk – both Curators had carried out a talk for a local history group meeting at Sprayhurst Social Club in Boundary Road about the history of the Smithy and an overview of latest exhibitions
- National Shakespeare Week – 14-20 March 2016 – curators had decided to take part in this event which would engage with primary schools. It would be the Smithy's out-of-season event but would lead directly into that year's Elizabethan theme.

Lester Drive Old People's Welfare Committee – Cllr Duncan reported on the meeting at Lester Drive Centre on Tuesday 24 April.

- The Ctte had contacted Angela Sanderson, St Helens Council to request the deeds of Lester Drive Centre
- A reply had been received from the Charity Commission in respect of Andrew Martlew's honorarium. This had been approved.
- Treasurer's report – Treasurer's A/c £14,323.56; Building and Development A/c £18,836.17; Deposit A/c £3, 923.53
- It was agreed that £5,000 from the Treasurer's A/c should be transferred to the Building and Development A/c
- Group reports – there were a few groups where the numbers were variable but mainly they were well attended
- An afternoon tea had been planned at the Centre for Wednesday 27 May 2016.

PLANNING APPLICATIONS

15.15 **Resolved to note the following:**

Delegated

38 The Spires	Conservatory to rear N/O
13 Brentwood Cl	Demolition of existing conservatory and erection of single storey rear extension N/O
31 Clarkes Cresc	Demolition of existing conservatory, and erection of replacement orangery (part side/rear single storey extension N/O
21 Cecil Drive	Single storey rear extension projecting 4.60m from the rear, 3.65m high overall, and 2.45m to the eaves N/O
Mere View Crt	Creation of rear dormer, (to facilitate loft conversion) N/O
17 Cranston Cl	Erection of conservatory at rear N/O
104 Kiln Lane	Demolition of existing single storey rear extension, and erection of part single part two storey extension to rear N/O

ACCOUNTS

15.16

Received: Village Hall £535, 1st ½ Precept £26968.0, HMRC VAT Jan-Mar £394.21, RK PAYE £77.80, Windle phone and copier £22.20

Total Receipts **£27,997.21**

Payments:

Our Lady Help of Christians – hall hire	20.00
Best Security – replacement fobs	103.33
Lawrenson Associates – monitoring of VH cracks	102.00
St Helens Council – open spaces leases	9.50
St Helens Council – drainage works 9 th payment	1638.10
St Helens Council – cleaning – March	279.30
Willow Printing – Parish magazines	1758.00
SLCC – subscription renewal	167.00
GPS Telecom – Clerk’s phone and internet March	31.43
Total Gas & Power – VH Gas Jan-Mar	712.91
A Scott – internal auditor	175.00
B Walsh – website management	100.00
7 th Eccleston Brownies – delivery of annual magazine	500.00
Ecclesfield Project – first ½ contribution	1749.50
BT – Smithy phone and internet	111.25
B&M Office Machines – photocopies/machine qtr	43.46
L Robinson – repair of toilet	45.00
J Anderson – May includes travel	1277.59
J Chamberlain – May plus expenses	235.25
L Poole – May plus elections cover	436.85
V Griffiths – May	175.06
J Anderson – cash for beer and float for IBD	232.10
Paul Potter Garden Services – 2 visits May	56.25
GPS Telecom – Clerk’s phone and internet April	30.84
Total Payments	£9989.72

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 29 April 2015 the Balance in the Current Account was £6,500.00, Reserve Account £31,454.20 and Capital Deposit Account £464.71.

PETTY CASH - Expenditure for the month of April 2015 £8.28
Approximate balance at the end of April 2015 £12.03

CORRESPONDENCE

15.18 **Resolved to note the following:**

Email from Liverpool St Helens Rugby – requesting financial contribution to World Cup tour event held in July **Resolved to be discussed at June meeting**

Email from Bleak Hill School – school awards assembly suggested date Thursday 2 July 2015 at 9.00 am **Cllr Sims to attend**

Letter from Pensions Regulator – workplace pension scheme staging date is 1 November 2016

St Helens Council – Commercial Waste Agreement

St Helens Council – SLA Cleaning

St James Church – letter requesting this year’s grant Resolved to be discussed at June meeting

Cllr Sims requested the Clerk to notify St Helens Council of a Councillor vacancy on Eccleston Parish Council, West Ward.

DATES OF MEETINGS

15.19 **Resolved to note the following:**

Tuesday 2 June 15	7.00 pm	Ecclesfield	Village Hall
Tuesday 9 June 15	6.45 pm	Smithy Meeting	Village Hall
	7.30 pm	Parish Council	Village Hall

The meeting closed at 8.15 pm.

SIGNED

DATED