

**MINUTES OF THE ANNUAL MEETING OF ECCLESTON PARISH COUNCIL held on TUESDAY  
8 MAY 2018 at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln Lane, Ecclestone**

PRESENT: Cllr Sims (Chair)  
Cllrs Ashcroft, Broughton, Duncan, Gray-Williams, C Pearl, G Pearl and Skepper  
J Anderson – Clerk  
2 residents

**APOLOGIES**

18.01 Cllrs Haw, Kempself and Watmough

**DECLARATION OF INTEREST**

18.02 Cllr G Pearl declared an interest in Item 18.18 – Planning Applications

**MINUTES OF MEETING HELD 10 APRIL 2018**

18.03 **Resolved that the minutes be approved and signed by the Chairman as a correct record.**

**MATTERS ARISING**

18.04 None

Cllr Broughton joined the meeting.

**ELECTION OF CHAIRMAN**

18.05 **It was unanimously resolved that Cllr Sims be elected as Parish Chairman for the year 2018/2019. Cllr Sims was pleased to accept.**

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

**ELECTION OF DEPUTY CHAIRMAN**

18.06 **It was unanimously resolved that Cllr G Pearl be elected as Deputy Chairman for the year 2018/2019. Cllr Pearl was pleased to accept.**

**ACCEPTANCE OF OFFICE/DECLARATION OF INTERESTS**

18.07 Declaration of Interests forms were updated as necessary.

**CONSTITUTION OF COMMITTEES**

18.08 **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  
Eccleston Ward Committee Representative – Cllr Skepper

#### REPRESENTATION OF OUTSIDE BODIES

##### 18.09 **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 Kempself

#### STANDING ORDERS, FINANCIAL REGULATIONS AND QUORUM

18.10 **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.**

#### RESPONSIBLE FINANCIAL OFFICER AND INTERNAL AUDITOR

18.11 **Resolved that the Clerk continues to carry out the duties of Responsible Financial Officer and Mr A Scott to continue as Internal Auditor for 2018/2019.**

**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.**

#### BANK MANDATE AND DIRECT DEBITS

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

#### APPROVAL OF ANNUAL GOVERNANCE STATEMENT

18.13 **The Annual Governance Statement 2017/18 was agreed and signed.**

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

#### APPROVAL OF ANNUAL ACCOUNTS

18.14 **Resolved that the Accounting Statements 2017/2018 be agreed and signed by the Chairman.**

## RESIDENTS' ISSUES

- 18.15 One resident reported that the plant sale at Lester Drive Centre on Sunday and Monday had been very successful. The Centre would also be holding a gin tasting evening on Saturday 12 May 2018 at 7.30pm with tickets costing £15.

Residents raised the issue of drones being flown in the area particularly close to some buildings including Lester Drive Centre. **The Clerk was asked to contact the police to check regulations with regard to drones.**

## POLICE REPORT

- 18.16 The latest crime figures had been received along with a report reminding residents to ensure windows and doors were securely locked whilst spending time outdoors during fine weather.

## REPORTS

- 18.17 **Resolved to note the following:**

Extraordinary Meeting of Ecclesfield Management Cttee – 19 April 2018, 7pm, Village Hall  
Cllrs Ashcroft, Broughton and G Pearl attended along with the Clerk. One item was discussed – the opening of the car park during the day for shoppers/shopkeepers:

- a lengthy discussion took place and a recorded vote was taken. Cllrs Dockerty (WPC) and Pearl (EPC) voted in favour of the car park being opened daily for a 3 month trial period. Cllrs Ashcroft (EPC), Broughton (EPC) and Roughley (WPC) voted that the car park should remain closed. With a vote of 3 to 2 it was agreed the car park remain closed during the day.

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

- School visit – Bleak Hill Primary school would be visiting on 20 June with 90 children to look at the history of the Smithy, Ecclestone and St Helens
- Tom Cat Theatre – would be performing a dramatic piece on Blacksmith's Day
- Blacksmith's Day – craftspeople had been booked, hog roast business would be attending. Beer had been ordered from George Wrights and from the Watermill Inn in Cumbria. Also cider would be purchased from Dunham Massey
- Blacksmith's Day – event would open at 12 noon with demonstrations until 5pm. Tea rooms would be in the hall
- Pointing – Curators asked for an up to date quote for the pointing in order to have a target figure to aim at for fundraising **Clerk would request a quote.**

## PLANNING APPLICATIONS

- 18.18 **Resolved to note the following:**

### Delegated

- |  |   |
|--|---|
| <b>5 Clarkes Crescent</b>                    | Demolition of existing detached garage and the erection of a single storey side and rear wraparound extension <b>Ensure sufficient off street parking</b> |
| <b>Flats Gillars Green and Knowles House</b> | Prior Notification for demolition of 5no blocks of flats at Gillars Green Drive and Knowles House Avenue <b>N/O</b>                                       |
| <b>Flats Millwood Ave</b>                    | Prior Notification for demolition of 6no blocks of flats at Millwood Avenue <b>N/O</b>  |
| <b>88 Broadway</b>                           | Erection of single storey front extension <b>Ensure sufficient off street parking</b>   |

## ACCOUNTS

18.19 **Received:** Village Hall £520, 1<sup>st</sup> half precept £28,826.73, RK PAYE £77.80, Windle phone £10.39

Total Receipts £29,434.92

### **Payments:**

A C Swales Roofing – Smithy roof	430.00
M Fitzpatrick – Village Hall fire door	441.20
GPS Telecom – Clerk’s phone	37.42
SLCC – subscription renewal	123.33
A Scott – internal audit	175.00
P & S Landscapes – cut back of bushes/shrubs at Village Hall	800.00
Screen Positive Signs – Smithy banner	24.00
BT – Smithy phone and internet	142.35
B&M Office Machines – photocopies/machine service qtr	56.63
Total Gas & Power – VH gas Jan-Mar	350.79
Water Plus – May	11.91
The Windermere Brewing Company – beer for Blacksmith’s Day	178.73
Best Security – annual service and call out for fault	461.83
Easily Ltd – domain name renewal – 5 years	32.20
J Chamberlain – May plus expenses	171.86
V Griffiths – May	168.86
T Poole – May inc elections cover	440.65
J Anderson – May petty cash and Smithy items	1444.66
Merseyside Pension Fund – employer and employee contributions May	422.07
Water Plus – May	26.61
<b>Total Payments</b>	<b>£5940.10</b>

**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.

**RECONCILIATION** – The Clerk reported that as at 30 April 2018 the Balance in the Current Account was £6,500.00, Reserve Account £37,302.40 and Capital Deposit Account £465.25.

<b>PETTY CASH</b> – Expenditure for the month of April 2018	£23.55
<b>Approximate</b> balance at the end of April 2018	£14.44

## CORRESPONDENCE

18.20 **Resolved to note the following:**

**Email from St Helens Council** – the store manager at One Stop Shop had contacted St Helens Council to ask why the chain was closed on Ecclesfield car park and was prepared to open and close the chain each day **Refer to Ecclesfield Management Ctte**

**SLCC** new salary scales effective from April 2018 – 2% increase

**Email from Police** – explaining why no one had been in attendance at the police surgery that was arranged for 20 April. PCSO Green had been attending another incident.

**Email from a resident** suggesting some points regarding Ecclesfield: removal of litter after football games and from youths around changing rooms. He would like cameras near the changing rooms and an outside tap for dog walkers to use

DATES OF MEETINGS

18.21 Resolved to note the following:

Tuesday 5 June 2018	7.00 pm	Ecclesfield	Village Hall
Tuesday 12 June 2018	7.00 pm	Smithy Meeting	Village Hall
	7.30 pm	Parish Council	Village Hall

The meeting closed at 8.05pm.

SIGNED .....

DATED .....