

MINUTES OF THE MEETING OF ECCLESTON PARISH COUNCIL, held on TUESDAY, 9 OCTOBER 2012 at 7.30 pm in ECCLESTON VILLAGE HALL, Kiln Lane, Eccleston

PRESENT: Cllr Sims (Deputy Chair)
Cllrs Ashcroft, Gray-Williams, Haw, Maloney, G Pearl, Skepper & Watmough
Constable D Brown, Mrs J Anderson (Clerk)

APOLOGIES:

12.74 Cllrs C Pearl (Chair), Almond and Duncan,

DECLARATION OF INTEREST

12.75 Councillor G Pearl declared an interest in Item 12.87 – Planning Applications.

MINUTES OF MEETING HELD 11 SEPTEMBER 2012

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

MATTERS ARISING

12.77 There were no matters to discuss.

RESIDENTS' ISSUES

12.78 There were no residents' issues to report.

POLICE REPORT

12.79 Constable Brown reported the Crime figures comparing 4 September 2012 to 8 October 2012 with the corresponding period last year. He stated that parking tickets had been issued for vehicles blocking the pavements around the area of De-la-Salle School.

EMERGENCY PLAN

12.80 Unfortunately Vicky Finch, St Helens Council Emergency Planning Officer could not attend to carry out induction. Copies of the Emergency Plan were given out to Councillors not at previous meeting. **All Councillors are now in possession of the plan.**

It was resolved to invite Vicky Finch to November Parish Council meeting.

CODE OF CONDUCT

12.81 All Councillors received a copy of the Code of Conduct recommended by St Helens Council. **It was resolved that the Code be adopted by Eccleston Parish Council.** Councillors completed Declaration of Interest forms. Clerk to forward to Monitoring Officer, St Helens Council.

POLICIES

12.82 Cllrs Sims and Skepper, Hall and Personnel Sub Committee members, received copies of the following policies that had been written or reviewed by Smithy Curators:

- Smithy Forward Plan
- Collections Care Plan and Policy
- Acquisitions and Disposals Policy
- Documentation Plan
- Documentation Procedural Manual
- Access Policy
- Environmental Policy

It was resolved that a Smithy Heritage Sub Committee will be held to discuss the policies and make recommendation that the policies be ratified at the next Parish Council meeting in November.

RENAMING SMITHY WORKING PARTY

- 12.83 **It was resolved to rename Smithy Working Party. It will now be Smithy Heritage Sub Committee.** The Sub Committee will deal with issues regarding the running of the Smithy. Members will include: Cllrs Sims, Skepper, Watmough and Ashcroft. Hall and Personnel Sub Committee will continue to make decisions about the buildings and staff.

REMEMBRANCE SUNDAY

- 12.84 The Parish Council will be represented at St James Church this year on Sunday 11 November 2012 at 10.45 pm with prayers and wreath laying afterwards at Eccleston War Memorial.

TREE LIGHTING CEREMONY

- 12.85 St Julies School has been asked to provide the choir at Eccleston Library on Thursday 6 December 2012. The Library has been contacted and is in agreement. Rainford's Farm is donating the tree.

REPORTS

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

Smithy Working Party – all Councillors were given a copy of the Curators' Report for October 2012. The following points were discussed:

- Curators focusing on the Accreditation application and producing supporting documentation.
- Talks and Visits – Pilkington Family Trust requested further Smithy visits. Vicky gave a talk on the history of underwear at Ruskin Lodge on 4 October 2012. The group will be visiting the Smithy on 11 October 2012 to look at Ale and Hearty exhibition and the Smithy.
- Rainhill Civic Society visiting on 25 October 2012. Curators have extended loan period of items to accommodate the visit. Refreshments will be served in the Village Hall.
- Security visit and report – Michelle Harrison, Merseyside Police carried out a security assessment of the Village Hall and Smithy Museum. Several recommendations were made. Hall and Personnel Sub Committee will meet to discuss the recommendations and action urgent points.
- Policies – new policies formalised and existing policies have been reviewed for new Accreditation Standards.
- Curatorial Advisor/Museum Mentor agreement – been revised and signed by Rosemary Tyler and Chairman
- Cllr Sims and all councillors congratulated the Curators and thanked them for all their hard work. Cllr Skepper reported that residents had mentioned the work of the Smithy and the successful events carried out this year.

H&P – held Friday 14 Sept 2012 at 10.00 am in Eccleston Village Hall. Councillor Sims attended along with Curators, Rosemary Tyler – Museum Mentor and Clerk. Report as follows:

- Museum Accreditation discussed – curators detailed documents required in order to satisfy new Museum Standards. These include Governance documents produced by Clerk to be amended.
- New policies have been written that will be put before Parish Council in October for ratification.
- Suggested that Smithy Working Party becomes Smithy Heritage Sub Committee for discussing issues relating to the running of the Smithy. Hall and Personnel will still cover any staffing and building issues. To be ratified at Parish Council.

PLANNING APPLICATIONS

12.87 **Resolved to note the following:**

Delegated

13 East Close	Single storey side and rear extension along with partial demolition of existing detached garage and widening of existing driveway N/O
2 Forest Close	Tree house in rear garden N/O
3 Walmesley Rd Spar, Walmesley Rd	Single storey front and side extension N/O
Spar, Walmesley Rd	Installation of an ATM N/O
Spar, Walmesley Rd	Erection of an illuminated advert to surround a proposed ATM machine N/O
192 St Helens Rd	Erection of rear conservatory and conversion of garage to utility room N/O
33 Springfield Lane	Demolition of existing rear extension and erection of single storey side / rear extension N/O
De La Salle	Retention of plant machinery and erection of plant screen N/O
Black Horse Hotel	Erection of 9no. illuminated & non-illuminated advertisements Concern that the positioning of the large illuminated sign low down on the grassed area on Rainhill Road will block the view lines to the right coming out of the car park. Also whether it is required as these details are elsewhere eg on the hanging sign. There is also concern about whether there is a need for 9 signs of this size and illumination in a residential area.
Land adj to 7 Greenough Ave	Erection of 2 storey 3 bed dwelling N/O

ACCOUNTS

12.88 **Resolved to note the following:**

Received Village Hall Hire £388.00; R Kelsey PAYE £76.20, Ecclesfield Insurance contribution £241.43 **TOTAL £705.63**

United Utilities – August payment	8.93
United Utilities – August payment	32.77
Total Gas & Power – part June	13.46
GPS – First Capital – Clerk telephone Aug	32.95
J Chamberlain - Salary October	165.72
V Griffiths - Salary October	165.72
L Poole - Salary – October	407.50
J Anderson - Salary October – inc £20 petty cash	1205.73
PAYE – Curators October (Cumulative £82.40 1st month Period 3)	82.40
PAYE – Clerk October (Cumulative £149.20 1st month Period 3)	149.20
PAYE – Caretaker October (Cumulative £0.00 1st month Period 3)	0.00
NI Contribution October – Clerk (Cumulative £94.49 1st month Period 3)	94.49

EPC NI Contributions October for Clerk (Cumulative £110.04 1st month Period 3)	110.04
PAYE – Ecclesfield Caretaker October (Cumulative £76.20 1st month Period 3)	76.20
Paul Potter – Grounds maintenance and plants	104.40
Broker Network Ltd – Came Insurance annual renewal	2628.19
St Helens Council – Cleaning August	269.80
Suregrow Garden Centre	124.81
Tommy Poole – replace lamp and starter in Hall	30.95
George Wright Brewing Company – beer for event	363.12
PO Counters – NI & PAYE second ¼	(1711.99)
St Helens Council – copying of Emergency Plan	15.00
PHS – Sanitation Oct-Dec plus Annual Duty of Care	274.15
Poppy Appeal – Remembrance Day Wreath	50.00
United Utilities – Sept	8.93
United Utilities – Sept	25.96
Paul Potter – cleaning gutters	20.00
Balance brought forward September meeting £38932.82 plus receipts this month	£39638.45
Total Payments October	£6460.42
Approximate balance	£33178.03

RECONCILIATION - The Clerk reported that, as at 25 September 2012, the Balance in the Current Account was £6,500.00, Reserve Account £31,718.41 and Capital Deposit Account £464.00.

PETTY CASH - Expenditure for the month of September 2012	£26.15
Approximate balance at the end of September 2012	£9.55

CORRESPONDENCE

12.89 **Resolved to note the following:**

St Helens Council – Remembrance Day Service – Sunday 11 November 2012 at the Cenotaph.
Clerk to reply that all Cllrs attending Eccleston Parish Council Service and War Memorial.
Resident letter, Mr G Seed – Letter read to meeting and minuted that Mr Seed was disappointed that the July minutes did not detail all the proposals that were put in writing to Head of Engineering, St Helens Council by Mr Seed regarding making the crossing of Kiln Lane/Millbrook Lane safer. The proposals are on file with the Clerk.
GUD – revised quote for re-pointing Smithy – **accepted**
Triune Construction – quote for re-pointing – **accepted**

DATES OF MEETINGS

12.90 **Resolved to note the following:**

13 November 12	6.45 pm	Smithy Meeting	Our Lady Help of Christians
	7.30 pm	Parish Council	Our Lady Help of Christians

The meeting closed at 8.50 pm.

SIGNED

DATED