

WINDLE PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Tuesday, 15 February 2005

PRESENT: Councillor W Ashcroft (Chairman)
Councillor K D Roughley (Deputy Chairman)
Councillor Mrs K S Barton*
Councillor Mrs M P Fraser
Councillor A F Rigby
Councillor Mrs B Walsh

Also in Attendance: L J Kilshaw (Clerk to the Council)

174. Prayers

The Chairman opened the meeting with prayers for the work of the Council.

175. Apologies

Apologies were received on behalf of Councillor Mrs N J Ashcroft (family commitment) and also from Councillor Mrs K S Barton* for the start of the meeting only (prior appointment).

176. Declarations of Interest

No declarations were made.

177. Parish Matters

- (a) Councillor W Ashcroft reported an unsavoury incident at the crematorium on Rainford Road on 3 February 2005, when a traveller's funeral was due to be held. There were a large number of travellers attending and they parked their vehicles all over the area. Many of them had weapons, eg baseball bats, machetes and even a hand gun. The police managed to avert a major incident and were able to make several arrests and record the events on CCTV. It did prove necessary to close the crematorium for a while, which resulted in a delay for other funerals.
- (b) A resident, Mr M Ryan, 5 The Grove, was having problems with tree roots from a weeping willow tree belonging to a house in Coronation Road. Councillor W Ashcroft intended to go and see him.

- (c) A complaint had been received from a Regal Drive resident regarding the parking of a large white van half on the kerb in front of his house by a neighbour from across the road. Councillor W Ashcroft expressed an intention to visit the complainant.
- (d) Councillor Roughley reported the setting fire to, and the burning out, of a garage on Coronation Road at the rear of the Kiln Lane shops. The police were investigating.

178. Vacancy on the Parish Council

There had been no application made to call an election in response to the Notices of Vacancy posted on 11 January 2005. Accordingly, it was unanimously

Resolved that Richard Barton, 54 Brookside Avenue, be co-opted onto the Windle Parish Council. Mr Barton had expressed his willingness to become a Parish Councillor.

179. Proposed Parish Boundary Changes

The Clerk had received letters from Martin Hughes (Head of Administration, St Helens Council) enclosing maps showing suggested boundary changes to Windle Parish. These would not take place before the elections scheduled for 2007.

Comment, etc was invited and needed to be communicated by 21 March 2005 to Mr Hughes at St Helens Council.

The Parish Council raised objections similar to those made to the Boundary Commission, when the ward boundaries were adjusted. There was also possible loss in Council Tax revenue via the precept, with the Parish losing valuable properties in Moss Lane, but with no compensatory gain?

Resolved that a letter be sent stating these objections prior to 21 March 2005.

180. Minutes

The Council received the minutes of the meeting of the Parish Council held on 18 January 2005, which had been circulated previously.

Resolved that the word 'May' in minute 155 be amended to read 'January' and, this amendment having been made, that the minutes be signed by the Chairman as a true and correct record.

181. Matters Arising

Minute 38 – The case of dog fouling had been resolved satisfactorily.

182. Planning Applications

No new planning applications had been received, but the Clerk informed of the following decisions.

(a) Approvals

- (i) P/2004/1877 – Mr & Mrs Edwards, 84 St Georges Avenue – single storey rear conservatory
- (ii) P/2004/1902 – Mr M Carey, 29 St Georges Avenue – first floor extension to rear to form enlarged bedroom and bathroom

(b) Refusal

P/2004/1876 – Mr D Bottell – single storey ground floor extension and dormer loft – refused due to size and design of extension

Resolved that the two approvals in (a) and the refusal detailed in (b) be noted.

183. Other Correspondence

The Clerk submitted the following correspondence to be dealt with as indicated.

- (a) Letter of thanks from the family of Councillor Mrs Joan Foster, expressing thanks for the donation made to Whiston Hospital in her name – Noted.
- (b) Contact – latest issue – Received.
- (c) Community Focus – Issue 25 – Received.
- (d) Two discussion documents ex the ODPM, ie Citizen Engagement & Public Services: Why Neighbours Matter, and Vibrant Local Leadership – Received and noted.
- (e) Invitations to the Clerk and Chairman from the Mayor, Councillor Betty Lowe, to attend a function at the Town Hall on 14 March 2005 – Replied in the affirmative.

184. Quality Parish Councils

Nil report.

185. Ecclesfield Sports Facility

Next meeting due on 1 March 2005. Clerk requested confirmation of completion of internal audit.

186. LAPTC

Resolved that the Chairman, Councillor W Ashcroft's, name be entered in the annual draw to "win" an invitation to a July Garden Party at Buckingham Palace.

Advance notice of LAPTC Conference, 10 – 12 June 2005 at Park Hall, Charnock Richards.

187. Windle Parish Website

Brian Walsh had further improved the website and Councillor Mrs B Walsh showed the website on a laptop computer. The Clerk had arranged a meeting for Councillor Roughley, Brian Walsh and himself with Sean Taylor, St Helens IT Department, for Tuesday, 1 March 2005 to discuss computer equipment and purchase ex Dell computer.

188. Footpath Walks 2005

Councillor Mrs B Walsh gave details of the dates of the 6 proposed walks, ie 10 April, 8 May, 12 June, 10 July, 14 August and 11 September, all to commence at 2.00 pm at Eccleston Library. The Clerk volunteered to assist with the pre-walking of the walks with Mr M Walsh.

189. Garden Competition 2005

Resolved that the Garden Competition would be in the same format as 2004, ie same categories and prize values. The necessary entry form would be contained in the Newsletter.

190. Parish Newsletter

All advertisers had now paid, except for one. A further reminder would be sent out shortly.

Councillor Roughley requested early receipt of any proposed articles for the Newsletter.

191. Lynton Way Play Area

The Clerk had received a telephone call from T Deveney (Principal Parks & Open Spaces Officer) in response to a letter sent by the Parish Council concerning the

possible replacement of the roundabout. He had assured the Clerk that the matter was in hand and that costings and further consultation would take place.

Mr Deveney had also been involved with Mr H Lea, a resident of Bleak Hill Road, and Councillor K Roughley in a project to provide sections of taller fencing on either side of the entrance gates to the play area.

192. Jim Malone Garden

Nil report.

193. Tree Planting – Bleak Hill School

This event would take place on 24 February 2005. As Peter Isaac, the Head Teacher, was to retire on 18 March 2005 he had been invited to choose the tree for this year and plant it with the help of the children on the day. The Clerk confirmed that arrangements were all in hand.

Resolved that both the school and Mr Isaac should each be presented with a framed photograph of the occasion in due course. Clerk to arrange.

194. Reports From Other Bodies

No reports.

195. Finance

(a) Balances

The Clerk reported that the balances at 31 January 2005 were as follows:

Current Account - £1009.72

Capital Reserve Account - £10671.81

(b) Minutes of Finance Committee

The Council received the minutes of the meeting held on 31 January 2005, which were ratified as a true and correct record and signed by the Chairman.

(c) Minutes of Finance Committee – Matters Arising

The Finance Committee had recommended acceptance of the NALC recommended salaries from 2005. Also the Clerk's salary was to be

upgraded by two grade points from LC17 to LC19, with the Typist's salary being increased by 2.95% from 1 April 2005.

Resolved that the recommendations of the Finance Committee be accepted and the salary adjustments be implemented in due course.

(d) Budget/Precept 2005/06

The Council was advised in a report of the anticipated position on balances, viz:

Balance at 1.4.04	8246.99
Plus Income (projected)	<u>11777.00</u>
	20023.99
Less expenditure (projected) 2004/05	<u>11925.00</u>
Balance (projected) at 31.3.05	<u>£8100.99</u>

St Helens Council had advised that the Council Tax Base 2005/06 for the Parish had been set at 10.14 (Band D equivalent properties) and the Parish Precept for £11500 = £11.34, for £11000 = £10.85, for £10500 = £10.36 and £10000 = £9.86.

The suggested payment dates were 30 April and 30 June 2005, which had already been agreed by the Parish Council on 18 January 2005, and this agreement had been confirmed to St Helens Council by letter.

The Council was advised of the budget provision necessary to maintain existing levels and the report identified other items to be considered for inclusion for precept purposes.

The Finance Committee had given initial consideration to the position and the Council received a written report on the budget necessary to maintain existing levels, together with an indication of projects, which had been identified for consideration, insofar as provision in precept was concerned.

Resolved

- (i) that the following proposed broad based budget be accepted for 2005/06:

Expenditure (net of VAT)

Fees & Insurance	1120.00
Salaries	3533.00

Election Costs	200.00
Post & Telephone	180.00
Printing, Stationery & Publications	150.00
Room Hire	198.00
Advertising	0.00
Flowers/Donations	100.00
Newsletter	1020.00
Bleak Hill School Clock	0.00
Grants/Subs	0.00
School Awards	140.00
School Awards – New Class Sheilds	80.00
Maintenance - Ecclesfield	1300.00
Maintenance – Malone Garden	60.00
Security – Lynton Way	2500.00
Engraving/Chairman’s Chain	60.00
Garden Competition	205.00
Footpaths	50.00
Trees/Tree Lighting	360.00
Hospitality	370.00
VAT	800.00
Contingency	0.00
Miscellaneous – Bank Charges	40.00

Projects	0.00
Bulbs/Jim Malone Garden, etc	<u>40.00</u>
	<u>£12446.00</u>
 <u>Income</u>	
Precept	0.00
Bank	160.00
VAT	595.00
Donations	0.00
Sponsorship	0.00
Advertising	440.00
Miscellaneous (Refund of Course Fees/Bank Charges)	0.00
MBC Matching Funding	<u>0.00</u>
	<u>£1195.00</u>

The Council will need to consider any other items of expenditure to be taken into account

- (a) recognizing that the balances held in respect of Lynton Way Play Area equipment should be kept to approximately £2500.
- (b) Furthermore, balances include provision towards election costs (£500) and the possible purchase of a computer (£1500).
- (c) In addition, the following projects having been identified, consideration should be given to making appropriate provision in the budget 2005/06 for:

Election Expenses	£600
Quality Parish Council Training, etc	£250

Contingency Fund	£600
Computer Web Site for Windle Parish Council	£500

The Council will be aware of the need to be prudent in the preservation of adequate balances.

Audit Regulations

The Council is reminded that recent regulations introduced new procedures which require the identification of any specific provision (other than contingency) made within balances and the need to have a budget based on expenditure and income figures which must be contained within the resolution of the Council accepting the precept requirement. This does not preclude the use of virement during the year, which must, however, be approved by the Council.

The audit 'trail' must also be clear to follow, particularly in relation to the accumulation of balances.

Resolved

- (ii) that the precept for 2005/06 be set at £11000 and that St Helens Council be advised accordingly and immediately by letter.

(e) Internal Auditor's Report

A written report from the Internal Auditor, Mr J Friar, covering the Financial Year 2004/05 up to 31 December 2004 was received.

Resolved that the report be accepted and the suggestions made therein be implemented regarding (1) Ecclesfield Accounts Audit, (2) clarification of bank charges and (3) initialling of cheque stubs.

(f) Payment of Accounts

Resolved that approval be given for the payment of the following accounts.

		£
Eccleston Parish Council	Room Hire	18.00
L J Kilshaw	Salary & Post	238.13
Paragon Building Services (St Helens) Ltd	Christmas Tree Lighting	456.84

196. Date of Next Meeting

The next meeting would be held on Tuesday, 15 March 2005 and would be preceded by the Annual Assembly at 7.00 pm.

The meeting closed at 8.50 pm.

Signed _____
Chairman

Date _____

LJK/SAH