

## Windle Parish Council

Minutes of the Annual Meeting of the Parish Council, held, on Tuesday 18<sup>th</sup> of May 2010, at Eccleston Village Hall, Kiln Lane

Present: Councillor R. W. Barton (in the Chair)  
Councillor K.D. Roughley (Deputy Chairman)  
Councillor Mrs. N. J. Ashcroft  
Councillor W. Ashcroft  
Councillor Mrs. K. S. Barton  
Councillor Mrs. A. Bate  
Councillor S. A. Bligh  
Councillor Mrs. M. McNulty  
Councillor Mrs. E. Uren

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

### 1. Prayers

The Chairman, Cllr. R. W. Barton, welcomed everyone and opened the meeting with prayers for the work of the Council.

### 2. Apologies

There were no apologies received.

### 3. Declarations of Interest

All Councillors present completed a "Declarations of Interest Form".

### 4. Election of Chairman

It was proposed, seconded and Resolved that Councillor K. D. Roughley be appointed Chairman for the forthcoming municipal year 2010-2011, and having accepted his appointment, he was installed and duly signed the appropriate Declaration of Acceptance of Office, which was witnessed by the Clerk.

### **Councillor K. D. Roughley in the Chair.**

### 5. Election of Deputy Chairman

It was proposed, seconded and Resolved that Cllr. S. A. Bligh be appointed Deputy Chairman for the forthcoming municipal year 2010-2011.

### 6. Vote of Thanks

It was proposed, seconded and

Resolved that a vote of thanks should be extended to Cllr. Richard Barton for the work carried out during his year of office as Chairman.

In turn Cllr. R. W. Barton thanked his fellow councillors and the Clerk for their help, guidance and support in what had proved to be an enjoyable term as Chairman.

### 7. Council Procedures for 2010-2011

Resolved: that (a) meetings generally be held on the third Tuesday of each month, except in August when there would not be a meeting, and to commence at 7.00pm and that the Annual Assembly be held in March 2011.

b) that a Finance Committee be established – to give initial consideration to appropriate matters and to make recommendations to the Parish Council- comprising of the Chairman, Deputy Chairman, last year's Chairman and Councillor Mrs K. S. Barton- plus substitute membership at the discretion of the Chairman.

c) that for those planning applications requiring early attention , there be delegated powers to the Chairman, Deputy Chairman and a Parish Councillor resident in the vicinity of the site in question to consider the application.

d) that regarding the public footpaths in the Parish, residents should be urged to walk them at all times, and to report any damage or obstruction of the paths to Councillors W. Ashcroft and Mrs. A. Bate so that any necessary action may be taken.

This message to be contained in the Parish Newsletter.

#### 8. Standing Orders

Resolved that the Model Standing Orders, issued by NALC, be adopted as appropriate, for the meetings of the Parish Council, with the provision for the termination of ordinary business at 9.39pm: and with the opportunity for discussion of " Parish Matters " on the agenda.

#### 9. Banking Accounts & Financial Procedures

It was unanimously –

Resolved;

a) that the NatWest Bank be the Council's bankers and that the bank be authorized to honour cheques drawn on the current account held at the bank, which were to be signed by any two members of the Council and the Clerk of the Council, in accordance with the current mandate.

b) that the Model Financial Regulations be adopted , subject to any further study and recommendations by the Finance Committee, for consideration at a subsequent meeting.

c ) that the responsibility for the financial affairs of the Council be vested in the Clerk to the Council, as the Recognized Financial Officer.

d) that there be delegated , to those Councillors on the Management Committee of the Ecclesfield Sports Facility, authority to sign cheques in accordance with the management agreement.

e) that after the previous study of the Internal Audit Requirements, as detailed in the Local Council Briefing for the External Audit 2009-2010, Mr. Philip Fairclough be appointed and confirmed as the Internal Auditor for the Financial Year 2010-2011.

#### 10. Codes of Practice / Local Code of Conduct/Modified Code of Conduct

Resolved that the revised Model Code of Conduct, including Paragraph 12(2), which had originally come into force on the 3<sup>rd</sup> May 2007, and had been accepted by the Council at the meeting held on 17<sup>th</sup> July 2007-see min.71 of that date- should be adopted and confirmed in respect of the Handling of Complaints and Declarations of Interest.

11. Lancashire Association of Local and Town Councils, Merseyside Association Parish Councils and the National Association of Local Councils- Society of Local Council Clerks

Resolved ;

- a) that the Council retain membership of LALC/MAPTC/NALC and the number of copies of the NALC magazine ,Local Council Review, be two per issue only.
- b) that the Clerk's Membership Subscription of the SLCC be renewed and paid for by the Council for the year 2010-11.
- c) that the representatives on the Area Committee of LALC be Councillors Mrs. K. S. Barton and R. W. Barton.

12. Representation on Other Bodies

Resolved that the following members of the Council be approved as representatives of the Council on these various bodies:

- a) Bleak Hill School Governors - although no longer allowed an official Parish Council Representative - Councillors Mrs. N. J. Ashcroft and Mrs. K. S. Barton were governors and thus kept the Council informed of School news etc.
- b) Police & Community Forum- Cllrs. S. A. Bligh & K.D. Roughley .
- c ) Windle United Charities - Cllr. W. Ashcroft
- d) St Helens & District Sports Council- Cllrs. W. Ashcroft & R. W. Barton
- e) Age UK - Cllrs. Mrs. M. McNulty & Mrs. E. Uren
- f) Crime Prevention - Cllr. K. D. Roughley
- g) St Helens & Halton CVS - Cllr. Mrs. N. J. Ashcroft
- h) Ecclesfield Management Committee- Cllrs. W. Ashcroft, Mrs. K. S. Barton, R. W. Barton and Mrs. A. Bate.

The meeting closed at 7.30 pm.

Signed \_\_\_\_\_ (Chairman ) \_\_\_\_\_ (Date)