

Windle Parish Council

Minutes of the Annual Meeting of the Parish Council, held on Tuesday 21st May 2013, at Eccleston Village Hall, Kiln Lane.

Present: Councillor Mrs. N. J. Ashcroft (In the Chair)

- “ W. Ashcroft
- “ Mrs. K. S. Barton
- “ R. W. Barton
- “ Mrs. A. Bate
- “ S. A. Bligh
- “ Mrs. M. McNulty
- “ K. D. Roughley
- “ Mrs. E. Uren

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

1. Prayers - Councillor Nancy Ashcroft welcomed everyone and opened the meeting with prayers for the work of the Council.

2. Apologies- None

3. Declaration of Interests- Declarations had been made in December 2012 and there were no changes ,apart from the change of Chairman and Deputy Chairman –see below.

4. Election of Chairman

It was proposed, seconded and

Resolved that Councillor Wallace Ashcroft be appointed Chairman for the forthcoming municipal year 2013/2014and, having accepted his appointment, he was installed as Chairman, and duly signed the appropriate Declaration of Office, which was witnessed by the Clerk.

Councillor W. Ashcroft in the Chair

5. Election of the Deputy Chairman

It was proposed , seconded and

Resolved that Councillor K. D. Roughley be appointed as Deputy Chairman for the forthcoming municipal year 2013/2014.

6. Vote of Thanks

It was proposed, seconded and

Resolved that a vote of thanks be extended to the retiring Chairman Cllr. Nancy Ashcroft for the excellent work she had carried out in her year of office. She, in turn, thanked her Deputy and fellow councillors and the Clerk for all the help, guidance and support afforded to her in an extremely busy, yet, very enjoyable year in office .

7. Council Procedures and Appointments to Committees etc.

Resolved that:

(a) meetings, generally, to 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 2014

(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, immediate past year's Chairman, and Cllr. Richard 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 in order that any necessary action may be taken.

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 the discussion of "Parish Matters" on the agenda.

9. Banking Accounts and Financial Procedures

It was unanimously

Resolved

(a) that the NatWest Bank be the Council's bankers, and that the bank be authorised 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.

At the next change of mandate, the designated signatories would be two Councillors only, as recommended by the "Practitioner's Guide".

(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 of the Council.

(c) that the responsibility for the financial affairs of the Council be vested in the Clerk to the Council, as the R.F.O. (Recognised 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 the previous study of the Internal Audit Requirements, as detailed in the Local Council Briefing for the External Audit 2013/14; Mr. Philip Fairclough

should be appointed and confirmed as the Internal Auditor for the Financial Year 2013/2014. He had already confirmed that he was willing to continue in this post.

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

Resolved

that the revised Model Code of Conduct should be confirmed and adopted in respect of the handling of Complaints and Declarations of Interest.

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

Resolved:

- (a) - that the Council should retain membership of LALC/MAPTC/NALC
 - and that one copy of the NALC magazine LCR (Local Council Review) for the Clerk be ordered.
- (b) that the Clerk's annual membership subscription of the SLCC for 2013/2014 (£86.00) should be renewed and paid for by the Council.
- (c) that the representatives on the LALC Area Committee be Councillors R. W. Barton and Mrs. K. S. Barton.

12. Representation on Other Bodies

Resolved:

that the following members of the Council be approved as representatives of the Council on the following various bodies viz;

- (a) {Bleak Hill School Governors}- although official Parish Council representation is no longer allowed- Councillors Nancy Ashcroft and Sheila Barton are governors and thus are able to keep the Council informed of relevant School News etc.
- (b) Police and Community Forums – Cllrs. S. A. Bligh and K. D. Roughley
- (c) Windle United Charities- Cllr. Mrs.N.J. Ashcroft
- (d) St Helens and District Sports Council- Cllr. W. Ashcroft
- (e) Age UK – Cllrs. Mrs. M. McNulty and Mrs. E. Uren
- (f) Crime Prevention- Position Vacant- Open to any resident of the Windle Ward
- (g) Halton and St Helens VCA - Cllr. W. Ashcroft
- (h) Ecclesfield Management Committee- Councillors Mrs. K. S. Barton and R. W. Barton and Mrs. A. Bate.

Meeting closed at 7.25pm.

Signed _____ (Chairman) _____ (Date)