

## AUGHTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY, 8 MAY 2017, IN AUGHTON VILLAGE HALL ANNEXE, COMMENCING AT 7.15pm

CHAIRMAN: Councillor Ian Grant

MEMBERS PRESENT: As recorded in the Register of Attendance

10762 APOLOGIES were tendered on behalf of:

|                    |   |                     |
|--------------------|---|---------------------|
| Councillor Gibbons | - | personal commitment |
| Councillor Walne   | - | personal commitment |
| Councillor Wohlers | - | arriving late       |
| Councillor Woolgar | - | personal commitment |

APOLOGIES were READ and APPROVED.

10763 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2017/2018 – it was PROPOSED by Councillor Ian Grant and SECONDED by Councillor Mrs Una Atherley that Councillor Graham Rees Jones be elected CHAIRMAN OF THE COUNCIL for the ensuing year. There being no other nominations, it was RESOLVED UNANIMOUSLY.

Councillor Jones took the Chair.

10764 CHAIRMAN'S DECLARATION OF OFFICE – the Declaration of Acceptance of Office was READ, SIGNED and WITNESSED.

Councillor Jones, on behalf of all members of the Parish Council, thanked the retiring Chairman for his excellent service during his two years in office.

10765 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL – it was PROPOSED by Councillor Ian Grant and SECONDED by Councillor Geoff Roberts that Councillors Mrs Margaret Boulton should serve as Vice-Chairman of the Council for the ensuing year. There being no other nominations, it was RESOLVED UNANIMOUSLY.

10766 CODE OF CONDUCT/DECLARATIONS OF INTEREST –

Code of Conduct – it was confirmed that pursuant to the Local Government Act 2011, Sections 28 & 30/Localism Act 2011, Sections 27 & 28, all members of Aughton Parish Council present had signed a Form of Written Undertaking to observe the Code as to the conduct which was expected of Members of Aughton Parish Council.

Declarations of Interest – action to be taken by members in respect of Disclosable Pecuniary & Non-Pecuniary Interests, Notification and Register of Interests/Gifts of Hospitality, etc was confirmed and NOTED. Members were reminded that should any changes occur since completion of the form, formal notice must be given within 28 days of becoming aware. It was RESOLVED to delegate authority to the Proper Officer/Parish Clerk in respect of consideration of requests for dispensations in respect of Disclosable Pecuniary Interests. As requested by members, the Proper Officer/Parish Clerk would grant a Dispensation to each Parish Council member in respect of the Budget and Setting the Parish Precept. Without the Dispensation, 'the number of persons prohibited from participating in this particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business'.

Members were reminded to declare their Interests before the start of each Agenda Item or when appropriate.

10767 STANDING ORDERS/FINANCIAL REGULATIONS:

a) Standing Orders dated May 2004 (reviewed annually and last reviewed/revised/approved

(Para.10767 Continued)

14 November 2016) – as no further amendments had been received or were considered necessary, it was RESOLVED that Standing Orders, peculiar to Aughton Parish Council, were adopted as Minuted November 2016.

b) Financial Regulations dated May 2004 (reviewed annually and last reviewed/revised/approved 14 November 2016) – as no further amendments had been received or were considered necessary, it was RESOLVED that Financial Regulations were adopted as Minuted November 2016.

(Councillor Wohlers arrived at this stage of the meeting)

PUBLIC QUESTION TIME – the Chairman adjourned the meeting at this stage and invited comments/questions from members of the public present.

A resident from The Serpentine gave his views on the APC website and asked for some updating.

There being no further comments, the Chairman resumed the meeting.

10768 MINUTES OF MEETING HELD 10 APRIL 2017, copies circulated prior to meeting, were APPROVED and SIGNED as a correct record.

10769 MATTERS ARISING FROM MINUTES (for information only):

a) Town Green Lane Housing Land & The Grove – WLBC had confirmed the current cutting regime/trimming arrangements for both areas. Pensioners bungalows and sheltered housing gardens were cut to the same frequency as main housing areas but were ‘grass collected’. NOTED

(Councillor Mrs Boulton, whose property backed onto the applicants garden, declared a PECUNIARY INTEREST in 2017/0372/FUL and left the meeting during discussion.

10770 PLANNING

There were NO COMMENTS in the cases of:

2017/0264 0326 0336 0369 0377 0318

Councillor Mrs Boulton left the meeting at this stage.

2017/0372/FUL 88 Noel Gate – no comments

Councillor Mrs Boulton resumed the meeting.

In the case of:

2017/0308/FUL 36 Moss Delph Lane - to ensure privacy for nearby neighbours, the side elevation bathroom window should remain obscure glass.

2017/0321/FUL 224 Prescot Road – members wished to ensure the inclusion of a balcony to the rear upper floor elevation would not affect privacy or residential amenity of the adjacent/surrounding properties.

2017/0359/FUL 6 Moss Bank – whilst the proposal was for a rear flat roof extension, members considered a pitched roof would be more visually acceptable.

b) Appeals/Planning Control - none.

c) Planning Committee Report Meeting held 13 April 2017 – the RECOMMENDATIONS were READ and the RESULTS NOTED.

2017/0038/FUL 11 Old Rectory Green (Approved with Conditions)

10770 LANCASHIRE COUNTY COUNCIL: Notice of Proposed Temporary Road Closure on Granville Park on 12.6.2017 until 7.7.2017 to enable carriageway improvement works to take place – NOTED.

10771 CHAIRMAN/PARISH CLERK'S MAY MEETING WITH THE LOCAL POLICE – a brief report was given on the meeting held 3 May 2017. There had been 18 reported crimes since the last meeting including 2 burglary in a dwelling (Turnpike Road & Prescott Road), 1 assault without injury & 1 assault with injury (Liverpool Road), 1 domestic type, 2 cases of harassment, 2 separate cases of theft/or unauthorised taking from a building other than in a dwelling (Robins Bridge Nursery), 1 interference with a motor vehicle, 1 theft from a person, 1 criminal damage (other) (Liverpool Road), 5 incidents of unauthorised taking or other theft (Clieves Hills area & Granville Park), 1 incident but 3 crimes reported (thefts of pedal cycles). Additional information, on a comparison of reported crimes in Southern Parishes, there had been 35 reported crimes with 18 of those in Aughton. In respect of the number of incidents dealt with other than reported crimes, there had been 224 incidents with 119 of those being in Aughton. With regard to the wilful damage to the public bowling green at Winifred Lane reported last month, two youngsters had been identified and the parents had agreed to pay towards the emergency remedial work to the green.

10772 PARISH DEEDS & SECURITIES – it was RESOLVED that the list submitted be APPROVED. These would be available for inspection by auditors if requested.

10773 REPRESENTATION OF THE COUNCIL ON OTHER BODIES AND COMMITTEES/RESPONSIBLE MEMBERS – it was RESOLVED that the list submitted be APPROVED and the three committee vacancies would be considered at a future meeting.

10774 RESPONSIBLE FINANCIAL OFFICER/RISK MANAGEMENT – to confirm that the current system of internal financial control/governance/risk management was reviewed with recommendations at the Finance Committee Meeting held 2 November 2016 and agreed as an effective and satisfactory financial system at the Meeting held 14 November 2016 (Clerk – Responsible Financial Officer, 1 elected Parish Councillor (Internal Audit) plus 1 Independent Person (Internal Auditor).

10775 CHEQUE SIGNATORIES – to confirm the arrangements, 3 signatories on each cheque, one of whom MUST BE THE CLERK (i) Councillor Grant (ii) Councillor Jones (iii) plus Internal Auditor (v) (reserve signatory/if the Clerk unavailable). It was RESOLVED to add the additional reserve signatory of Councillor Ms J Woolgar (iv). It was AGREED to make the necessary arrangements with the Royal Bank of Scotland with the completion of an Additional Party Form and the current mandate would continue as amended. All within the RBS timescale.

10776 AUGHTON UNITED CHARITIES - copies of the unaudited AUC Statement of Accounts 2016/2017 were circulated to members and NOTED. The work of the Charity which continued to give small amounts of money each Christmas to beneficiaries living in the Parish, was NOTED.

10777 AUGHTON SPORTS ASSOCIATION – the Committee arrangements were confirmed Chairman – Councillor Walne; Vice-Chairman – Councillor Gibbons; Secretary & Treasurer – the Clerk.

10778 AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE – a brief report was given on the work of the Management Committee, the improvements made to the interior of the building including measures to improve the acoustics in the Annexe and the upgrade to the exterior lighting. Planned expenditure included replacement chairs in the Annexe and the installation of a coded lock on the entrance door. The Village Hall continued to be well used – the Aughton Male Voice Choir and the U3A were the major users - and the Hall remained viable. There were no plans to increase the hiring charges for the next 12 months.

10779 AUDIT 2016/2017 (notes circulated prior to meeting)

a) External Audit – the annual audit arrangements by BDO LLP were NOTED. The final date to approve the Annual Return being 2 July 2017 with the Audit Date set at 24 July 2017.

b) Extraordinary Meeting to consider and approve the accounts for the year ending 31.3.2017 – it was AGREED to hold the meeting on Wednesday, 28 June 2017, commencing 7.30pm at Aughton Village Hall Annexe.

c) Independent Internal Audit – it was AGREED to seek the appointment of Mr A Gore of Ormskirk (ex CILCA Parish Clerk).

10780 INSURANCE POLICIES (notes circulated prior to meeting) – members considered the tailor-made package of covers and policy improvements offered and maintained from the world’s leading insurance broker Aon UK Ltd. It was RESOLVED to renew the premium, index-linked, by 1 June 2017 to Aon Limited for the Amalgamated Policy (Long Term Agreement) in the sum of £4,600.24 (includes Insurance Premium Tax and LTU Discount). It was RESOLVED to renew the premium paid to Aon Ltd for the Agricultural Vehicle Policy (PC Kubota Tractor) – comprehensive cover, nil excess, any authorised driver, no claims discount 65% in the sum of £516.32 (includes IPT & LTU) by 1 June 2017.

10781 LANCASHIRE ASSOCIATION OF LOCAL COUNCILS (notes circulated prior to meeting):

a) Annual Subscription – after a brief discussion on the benefits of membership, it was RESOLVED to approve payment to LALC in the sum of £744.26.

b) West Lancashire Area Committee – a brief report was given on the meeting held 20 April 2017 which had included presentations on the Review of the West Lancashire Local Plan and a Community Bus Service Proposal for Halsall Parish.

10782 PARISH FINANCE (notes circulated prior to meeting):

a) Playarea Improvement Scheme Part II – it was RESOLVED to approve payment to Yates Playgrounds Ltd in the sum of £3,630 (plus VAT) for completion of the scheme at William Arnold Silcock Memorial Playing Field & Redsands Playareas.

b) CCTV upgrade at the Car Park off Winifred Lane – it was RESOLVED to approve the fully installed and commissioned price for the upgrade from the original supplier of the main equipment iD Business Ltd of Rufford in the sum of £1,668 (plus VAT).

10783 ACCOUNTS (circulated to members)

Income

|   |           |
|---|-----------|
| WLBC – contribution towards General & Concurrent Expenditure (Part I) | 4,062.50  |
| WLBC – Parish Precept (Part I)  | 30,933.50 |

Expenditure

|   |          |                |
|---|----------|----------------|
| Imprest Renewal   | 52.05    | (includes VAT) |
| Rawsthorne Commercial Landscaping – grounds maintenance   | 2,309.00 |                |
| Lancashire Turf Supplies Ltd – intensive bowling green maintenance & repair<br>(Part Sundry Creditor) | 381.54   |                |
| Yates Playgrounds Ltd – playareas scheme (Part II) (Sundry Creditor)                                  | 4,356.00 |                |
| LALC – membership renewal   | 744.26   |                |
| Aon Ltd – Amalgamated Policy Renewal (LTA)  | 4,600.24 |                |
| Aon Ltd – PC tractor – Agricultural Vehicle Insurance Policy Renewal                                  | 516.32   |                |
| Lancashire County Council – loan repayment  | 775.16   |                |
| Salaries – part-time Clerk/part-time Park-keeper  | 1,331.71 |                |
| HM Revenue & Customs – Income Tax & NIC   | 154.83   |                |

It was RESOLVED that all the foregoing accounts be paid.

10784 DATE OF NEXT MEETING – 12 June 2017.

There being no further business, the Chairman closed the meeting at 8.05pm.