

AUGHTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY, 9 MAY 2016, IN AUGHTON VILLAGE HALL ANNEXE, COMMENCING AT 7.15pm

CHAIRMAN: Councillor Ian Grant

MEMBERS PRESENT: As recorded in the Register of Attendance

10587 APOLOGIES were tendered on behalf of:

Councillor Jones	-	arriving late
Councillor Roberts	-	arriving late

APOLOGIES were READ and APPROVED.

10588 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2016/2017 – it was PROPOSED by Councillor John Dudley Walne and SECONDED by Councillor Peter Cullington, that Councillor Ian Grant be elected CHAIRMAN OF THE COUNCIL for the ensuing year. There being no other nominations, it was RESOLVED UNANIMOUSLY that Councillor Grant remained in office for a second consecutive year.

10589 CHAIRMAN'S DECLARATION OF OFFICE – the Declaration of Acceptance of Office was READ, SIGNED and WITNESSED.

(Councillor Jones arrived at this stage of the meeting)

10590 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL – it was PROPOSED BY Councillor John Dudley Walne and SECONDED by Councillor Ian Grant that Councillor Graham Jones should serve as Vice-Chairman of the Council for the ensuing year. There being no other nominations, it was RESOLVED UNANIMOUSLY.

10591 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.

(Councillor Roberts arrived at this stage of the meeting)

10592 STANDING ORDERS/FINANCIAL REGULATIONS:

a) Standing Orders dated May 2004 (reviewed annually and last revised/approved 14 December 2015) – 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 December 2015).

b) Financial Regulations dated May 2004 (reviewed annually and last revised/approved 14 December 2016) – as no further amendments had been received or were considered necessary, it was RESOLVED that Financial Regulations were adopted as Minuted December 2015).

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

A resident from Long Lane (also the Chairman of ARG 2012) referred to Agenda Item 9 iv) and confirmed that the group were proposing to attend the Public Inquiry. He asked if Aughton Parish Council would be sending representation to the Inquiry?

The Chairman confirmed the Clerk was in contact with the Borough Council and would take advice on how best to support/what role the Parish Council could play to assist with these important planning Appeals.

A resident from The Serpentine spoke about the newly formed Neighbourhood Watch Scheme, signage (various), logging of various ‘activities’ in that area, the need for a self marking system for NWS households and asked if funding could be made available to purchase a machine for registration of personal property.

The Chairman asked the resident to come forward with costings for such a purchase. Also, the ‘activities’ mentioned could be raised with the local police officers who would be attending the Annual Parish Assembly later in the evening.

Another resident from Long Lane spoke about the speeding vehicles and traffic problems on Long Lane.

The resident from The Serpentine also spoke about the regular reports of speeding vehicles on Long Lane and asked if the Parish Council would consider purchasing a SPID.

The Chairman said the Clerk would investigate the matter and report back to a future meeting.

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

10593 MINUTES OF MEETING HELD 11 APRIL 2016, copies circulated prior to meeting, were APPROVED and SIGNED as a correct record.

10594 MATTERS ARISING FROM MINUTES (for information only):

a) Vacancies in the Office of Parish Councillor (Town Green Ward & Christ Church Ward) – an update was given on the matter. Interested parties would be interviewed in due course (refer Minutes March 2016, Para.10561 & Minutes April 2016, Para.10579).

10595 PLANNING

a) Weekly List Items

There were NO COMMENTS in the cases of:  
2016/0336/FUL 0400 0422 0459

In the case of:

2016/0367/FUL 6 Narrow Lane – members raised no objections to the single storey first floor extension providing it would not detrimentally impact on this Green Belt location.

2016/0402/FUL Bryngwyn Cottage, Parris Lane – members noted the proposal included a replacement garage but raised concerns about the adequacy of the off-road parking at this particular location (close to the junction with Long Lane) and wished to ensure the proposal would not result in off-road parking to the detriment of highway safety and impact on the amenities of nearby residents.

2016/0360/FUL Wincot, Clieves Hills Lane – members noted the property was being substantially altered and wished to ensure the proposals would not detrimentally impact on the Green Belt location.

2016/0455/FUL 38 Narrow Lane – members raised no objections to the proposals providing the conversion of the existing garage to living accommodation would not result in off-road parking to the detriment of highway safety and loss of residential amenity to neighbouring properties.

b) Appeals/Planning Control:

i) Notice of Appeals Lodged/Withdrawn – land at Back Lane & Formby Lane (Solar) – READ & NOTED.

ii) Notice of Appeal Lodged – 78 Redsands (proposed change of use to student HMO) – READ & NOTED (objections submitted to Inspector).

iii) Notice of Appeal Lodged – Thorn Tree Farm, Prescott Road (removal of condition) – READ & NOTED.

iv) Notice Previously Confirmed – Public Inquiry in respect of Land to the East of Prescott Road & Land to the North-West of Parrs Lane – Sitting Days from 17 May to 24 May 2016 at Investment Centre, Skelmersdale – at Inspector's discretion. The Clerk/Proper Officer would attend the Inquiry. NOTED

c) Planning Committee Report Meeting held 14 April 2016 – the RECOMMENDATIONS were READ and the RESULTS NOTED.

2015/1173/FUL Birches Brow, Formby Lane – conversion into 9 serviced guest rooms with provision for car parking (Approved with Conditions) – NOTED.

d) LCC: Temporary Prohibition of Through Traffic Order 2016: Temporary Amendment Order – Prescott Road Carriageway Surface Dressing Work – 18 July-5 August 2016, 0700-1700hrs – NOTED.

10596 LANCASHIRE CONSTABULARY: POLICING OF AUGHTON – Police & Communities Together (PACT) – a brief report was given on the meeting held 4 May 2016. There had been 11 reported crimes since the last meeting including 3 incidents relating to the Cockbeck Bowling Green area; 2 domestic type (Prescot Road and Long Lane); 1 criminal damage to a vehicle (Swanpool Lane); 1 burglary in a dwelling (HMO Liverpool Road); 1 theft or unauthorised taking (other) (building site in Springfield Road); 1 case of arson not endangering life (Swanpool Lane); 1 case of fraud (on-line); 1 criminal damage to a vehicle at commercial premises (Butchers Lane). Additional information, on a comparison of reported crimes in Southern Parishes, there had been 27 reported crimes with 11 of those in Aughton. In respect of the number of incidents dealt with other than reported crimes, there had been 218 incidents with 64 of those in Aughton. There was nothing further to report on the NWS initiative but the Lancashire Constabulary Watch Liaison Officer had agreed to attend the July monthly meeting to give an update.

10597 PARISH DEEDS & SECURITIES – it was RESOLVED that the list submitted be APPROVED. These would be available for inspection by auditors if requested.

10598 REPRESENTATION OF THE COUNCIL ON OTHER BODIES AND COMMITTEES/RESPONSIBLE MEMBERS – ITEM DEFERRED UNTIL JUNE MEETING.

10599 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 December 2015 and AGREED as an effective and satisfactory financial system at the Meeting Held 14 December 2015 (Clerk – Responsible Financial Officer, 1 elected Parish Councillor (Internal Audit) plus 1 Independent Person (Internal Auditor).

10600 CHEQUE SIGNATORIES – to confirm the arrangements, 3 signatories on each cheque, one of whom MUST BE THE CLERK (i) (Councillors Grant (ii), Jones (iii) plus Internal Auditor (v) (if Clerk unavailable). It was RESOLVED to add the additional reserve signatory of Councillor D Willman (iv). It was AGREED to make the necessary arrangements with the Royal Bank of Scotland. It was AGREED that:

- The signing rules in the current mandate, for the accounts detailed in Section 2 of the RBS Form, be replaced in accordance with section 4 and/or
- The authorised signatories in the current mandate, for the accounts detailed in Section 2 of the RBS Form, be changed in accordance with Sections 5 & 6 and the current mandate will continue as amended.
- All within the RBS timescale.

10601 AUGHTON UNITED CHARITIES (AUC) – copies of the unaudited AUC Statement of Accounts 2015/2016 were circulated to members and NOTED. A brief report was given on the work of the Charity which continued to give small amounts of money each Christmas to beneficiaries living in the Parish.

10602 AUGHTON SPORTS ASSOCIATION – the Committee arrangements were confirmed  
Chairman – Councillor Walne; Vice-Chairman – Councillor Gibbons; Secretary & Treasurer – the Clerk.

10603 AUGHTON VILLAGE HALL MANAGEMENT COMMITTEE – a brief report was given on the work of the Management Committee, improvements made to interior of the building including major refurbishment to the Annexe and future plans for refurbishment of the bar, additional security etc. The Village Hall was financially sound with good reserves but there was a need to increase membership of the Committee.

10604 CIVIC SUNDAY – ITEM DEFERRED UNTIL JUNE MEETING.

10605 AUDIT 2015/2016 (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 30 June 2016 with the Audit Date set at 25 July 2016.
- b) Independent Internal Audit – it was AGREED to seek the appointment of Mr A Gore of Ormskirk (ex CILCA Parish Clerk).

10606 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. After some discussion, it was RESOLVED to renew the premium, index-linked, by 1 June 2016 to Aon Limited for the Amalgamated Policy in the sum of £4,497.56 (includes Insurance Premium Tax and LTU Discount of 5%). 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 £486.10 (includes IPT & LTU) by 1 June 2016. It was AGREED to review the insurance policies on an annual basis.

10607 LANCASHIRE ASSOCIATION OF LOCAL COUNCILS (notes circulated prior to meeting) – after a brief discussion on the benefits of membership, it was RESOLVED to approve payment to LALC in the sum of £792.45.

10608 LANCASHIRE PLAYING FIELDS ASSOCIATION (notes circulated prior to meeting) – it was RESOLVED to renew membership in the sum of £17.

10609 ELECTORAL REVIEW OF LANCASHIRE – the final recommendations and maps of the areas were detailed on the website and NOTED.

10610

ACCOUNTS (circulated to members)

Income

WLBC – Parish Precept Part I 31,213.50

Expenditure (includes VAT)

Imprest Renewal	54.59
Rawsthorne Commercial Landscaping – grounds maintenance	1,633.00
Desktop NW Ltd – stationery replenishment	233.45
Aon UK Ltd – Amalgamated Policy Renewal LTA	4,497.56
Aon UK Ltd – Agricultural Vehicle Policy Renewal LTA`	495.54
E Rothwell & Son – gas/oil for PC tractor plus repairs to mower (SUNDRY CREDITOR)	959.29
Lancashire Association of Local Councils – subscription renewal	792.45
Lancashire Playing Fields Association – membership renewal	17.00
Salaries – part-time Clerk/part-time Park-keeper	1,276.39
HM Revenue & Customs – Income Tax & NIC	195.09

It was RESOLVED that all the foregoing accounts be paid.

10611 DATE OF NEXT MEETING – 13 June 2016.

There being no further business, the Chairman closed the meeting at 8.10pm.