

HEAPEY PARISH COUNCIL

MINUTES of the Annual Council Meeting held on 2 May 2023 at 7.30 pm at St Barnabas Church, Heapey.

Present Cllrs C Grunstein (Chairman), A Crompton G France and M Osborne.

23.29 Election of Chairman

Resolved: Cllr Grunstein was elected.

The Chairman's Declaration of Acceptance of Office was received.

23.30 Apologies for Absence

Apologies were received from Cllrs C Egerton-Smith and A Hodgson

23.31 Election of Vice Chairman

Resolved: Cllr Osborne was elected.

23.32 Appointment of Representatives to Outside Bodies

Chorley Liaison - Cllr France

Chorley Council Eastern Parishes Neighbourhood Area Meeting - Cllr Grunstein

Rivington and Brinscall Local Advisory Group - Cllr Osborne

It was agreed remaining positions would be filled when more Members were present.

23.33 Declarations of Interests

None received.

23.34 Minutes of the Meeting held on 14 March 2023

Resolved: the Minutes (as circulated) were approved and signed by the Chairman as a correct record.

23.35 Public Participation

No issues were raised.

23.36 Planning Matters

23/00251/FUL Replacement stables and storage building (following demolition of existing structures) at Land adjacent to Heapey Road

23/00319/FULHH Single storey rear extension (retrospective) at Hillside, The Row, White Coppice

Councillors had no objections to these applications.

23.37 Financial Matters

- i) Resolved: the monitoring statement for the year ended 31 March 2023 was received and signed by the Chairman.
- ii) Resolved: the current monitoring statement was received and signed by the Chairman.
- iii) Resolved: the room hire payment is to be continued at £100.00.
- iv) Resolved: the following payments were approved:

£ 42.00	Easy Websites	Monthly fee - May 2023
£ 100.00	Heapey Parish Church	Room hire

£ 176.41	LALC	Annual subscription
£ 257.60	Zurich Municipal	Annual insurance premium
£ 39.95	DWG (NW)	Grass cutting
£ 40.00	LALC	Councillor training
£ 2.19	Npower	Christmas lights electricity
£ 80.00	Internal Auditor	Internal audit fee
£ 25.00	Lancashire Best Kept Village	Entry fee
£ 604.76	Staff costs	Salaries, reimbursements and deductions
£ 42.00	Easy Websites	Monthly fee - June 2023

23.38 Asset Register

Councillors completed the annual review of the asset register.

Resolved: the Asset Register was approved and signed by the Chairman.

23.39 Annual Governance and Accountability Return for the Year Ended 31 March 2023

The Annual Governance and Accountability Return for the year ended 31 March 2023 was considered in accordance with guidance within the publication Joint Panel on Accountability and Governance Practitioners' Guide 2023.

- i) The Internal Auditor's report was noted.
- ii) Resolved: the Annual Governance Statement was approved and signed by the Chairman and Clerk.
- iii) Resolved: the Accounting Statements, having been signed by the Responsible Financial Officer prior to the meeting, were approved and signed by the Chairman.

Gross income or expenditure for the financial year did not exceed £25000 and the remaining criteria for exemption from a limited assurance review were met. Councillors considered certification as exempt from a limited assurance review.

- v) Resolved: the Certificate of Exemption was approved and signed by the Chairman and Clerk.

23.40 Reports from Outside Bodies

Chorley Liaison - information was provided on new requirements for photo ID for voting in the local elections.

23.41 Date of Next meeting

Tuesday 4 July 2023.

There being no further business the Chairman declared the meeting closed.