

HEAPEY PARISH COUNCIL

MINUTES of meeting held 7 March 2006 at 7.30 pm in the White Coppice Rooms, St Barnabas Church, Heapey.

Present Cllrs J Geddes (Chair), D Greenhalgh, E Riding, J Ross-Mills, R Smith.

Also Present Sgt Brown and 1 member of the public

05.73 Apologies for absence

D Berry (prior engagement), Borough Cllr Mrs M Gray, PC Evans.

05.74 Disclosure of Personal/Prejudicial Interests

None declared.

05.75 Minutes of the Meeting held on 9 January 2006

Proposed Cllr Ross-Mills, seconded Cllr Smith and agreed the Minutes (as circulated) be approved and signed by the Chairman as a correct record.

05.76 Matters for report from minutes

Noticeboard and Raised Garden Project (05.68) The noticeboard has been erected by the junction of Blackburn Road and the A574. Councillors suggested Wheelton Parish Council be invited to contribute towards the planting up of the bed. The Clerk is to investigate the availability of grant funding.

Proposed the Chairman, seconded Cllr Riding and agreed a sub-committee comprising Councillors Ross-Mills and Smith take the project forward.

Proposed Cllr Ross-Mills, seconded Cllr Riding and agreed to suspend Standing Orders to allow members of the public to speak.

05.77 Police Report

Sgt Brown advised things were very quiet, with only a minor juvenile nuisance report on Kittiwake Road. Thefts of stone flags and copings have been reported in the general area. Joint operations, with the Neighbourhood Wardens, have been carried out to combat juvenile nuisance and the Borough Council Licensing Section has been visiting off licences regarding sales of alcohol to minors.

Local Community Beat Managers are to undergo training in the use of hand held laser speed detection devices and, once trained, will be using them in the area. The speed of traffic on the country lanes in the area was discussed. The lanes are subject to the national speed limit so there is little that can be done at present.

Police and Communities Together (PACT) meetings are to be arranged. Parish Council representation will be sought for the meetings.

05.78 Residents Points of Interest

A resident queried whether the Parish Council was aware of a bridleway being formed from Watermans Cottage to Brinscall, along the Goit. The Clerk will check with the County Council.

A resident advised of rumours of extra car parking being formed at White Coppice, adjacent to the Cricket Club. Councillors advised improvements to the existing car park were being considered but there was no indication of any additional parking.

Proposed Cllr Ross-Mills, seconded Cllr Greenhalgh and agreed to restore Standing Orders.

05.79 Finance

Councillors considered a grant application from St Barnabas Church towards the maintenance of the Churchyard. The Chairman advised the balance of the relevant budget was £50.

Proposed Cllr Ross-Mills, seconded Cllr Greenhalgh and agreed a grant of £50 be made, which would be paid at the next meeting. The Clerk is to advise the Church to contact the Council prior to the setting of the precept for 2007-08.

Proposed Cllr Smith, seconded Cllr Ross-Mills and agreed the financial update and bank reconciliation be received and accepted and signed by the Chairman.

Proposed Cllr Greenhalgh, seconded Cllr Riding and agreed the following payments be approved, the invoices having been inspected by Cllr Greenhalgh:

£ 10.00	St Barnabas Church	Room hire
£ 93.06	Inland Revenue	Income tax
£ 330.30	A Platt	Salary
£ 84.45	A Platt	Reimbursements
£ 350.00	Heapey & Wheelton War Memorial Trust	Donation
£ 383.11	Wheelton Parish Council	Play area maintenance
£ 341.98	Wheelton Parish Council	War memorial maintenance
£ 402.34	Chorley Borough Council	Grasscutting
£ 60.00	J Ross-Mills	Transportation of stone

05.80 Planning Matters

06/00113/COU Change of use of land to the rear of 161 Blackburn Road, from arable to domestic (garden) - Whilst Councillors had no objection, in principle, concerns were expressed regarding the effect on the Greenbelt area and a planning condition, preventing the erection of outbuildings of any description, is to be requested

Applications Granted

05/01152/FUL Change of Use to car parking and storage of between 2-4 boats at Wheelton Boatyard, Kenyon Lane

05.81 Risk Assessment

A risk assessment as recommended by the Practitioners' Guide was carried out and the following measures agreed:

Public Liability insurance was inspected and found to be satisfactory.

Employers Liability insurance was inspected and found to be satisfactory.

Precept - receipt to be confirmed at the May meeting. The existing monthly monitoring statement provides performance against budgets.

Investment Income - the current return from the Reserve Account was found to be satisfactory.

Salaries - wage sheets and printouts of the Inland Revenue calculations will be inspected in conjunction with the quarterly audit.

Direct Costs and Overhead Expenses - the Clerk verifies orders and invoice values. All cheques issued by the Council are verified against invoices prior to signature in accordance with Fidelity Guarantee requirements.

Councillors Allowances - claim forms will be submitted and verified.

Grants and Support - a list of items allowable under S137 expenditure is provided for Councillors. All such payments will be verified and minuted.

Election Costs - the Clerk will verify the costs and Councillors will consider the budget annually.

VAT - the analysis is to be verified in the quarterly audit.

General and Earmarked Reserves - the adequacy is considered annually at the setting of the precept.

Assets - an annual review of assets and Public Liability insurance will be undertaken at the time of the policy renewal.

Staff and Loss - the Fidelity Guarantee was found to be adequate.

Borrowing - adequate funds will be precepted and reviewed monthly in the monitoring statement.

Legal Powers - a list of powers is provided for Councillors. Any activity or payment will be verified and minuted.

Financial Records - quarterly inspections are carried out by Councillors.

Minutes - the current system of monthly receipt and approval will continue.

Members Interests - Councillors will review their declarations of interest on an ongoing basis.

05.82 Asset Valuation

The insurance values of assets were inspected and found to be adequate. The Clerk is to reduce the insurance valuation of the laser printer to £50 and check whether Wheelton Parish Council insures the War memorial noticeboard. The Chairman is to investigate the ownership of the Village Hall in case provision needs to be made.

Cllr Smith left the meeting

05.83 Parish and Town Council Charter

Lancashire County Council's proposed Charter was found to be totally inadequate. The Clerk is to provide copies of the model for Councillors, who are to respond to the Chairman.

05.84 Parish Plan

The Chairman expressed disappointment at the absence of Parish Councillors at the launch event which, otherwise, went very well. An Action Group is to be formed to take the Plan forward. The Parish Councils are named as lead partners for most issues on the Action Plan.

Copies of the Plan have been passed to Lancashire County and Chorley Borough Councils.

05.85 Best Kept Village

Entries for the Certificates of merit were considered. Councillors nominated St Barnabas Church, Ryefield and Ryecroft, the Red Cat and the Top Lock, the Parish Council noticeboard on Blackburn Road, the War Memorial and White Coppice Cricket Field for entry into their respective categories.

05.86 Newsletter

The format and content of the newsletter were considered. Cllr Ross-Mills will supply articles to the Clerk. The Clerk is to provide the Chairman and Councillors Ross-Mills and Greenhalgh with a draft copy for approval prior to production.

05.87 Reports from Outside Bodies

Cllr Ross-Mills reported on a recent Borough/Parish Council Liaison meeting. Items included a presentation on bridleways from Lancashire County Council, Borough Council spending plans for the forthcoming year and new arrangements for road and pavement sweeping.

The Chairman advised the Village Hall Committee now has a Chairman. Room bookings and interest in events held at the hall are on the increase.

05.88 Correspondence

LAPTC requested comment on bus services. The Clerk is to advise Heapey now has only an hourly service to Chorley.

05.89 Matters for Further Discussion

No matters raised.

05.90 Date of Next Meeting

Monday 9 May 2006 at 7.30pm.