

HEAPEY PARISH COUNCIL

MINUTES of Meeting held 6 March 2007 at 7.30 pm in the White Coppice Rooms, St Barnabas Church, Heapey.

Present Cllrs J Ross-Mills (Chair), J Berry, J Geddes, R Smith.

Also Present Borough Councillor M Gray and 1 member of the public

07.18 Apologies for absence

Apologies were received from Councillors D Berry and D Greenhalgh

Councillors considered options for the manner in which apologies are to be dealt with.

Resolved: every Councillor, who is unable to attend a meeting, is required to provide an apology, in advance, which will be recorded in the minutes. In the event of longer term absences a written apology, together with the reason for absence, is to be submitted, for the consideration of the Council. The Council will decide whether, in it's opinion, the reason given constitutes an acceptable reason for absence.

07.19 Disclosure of Personal/Prejudicial Interests

None disclosed.

07.20 Minutes of the Meeting held on 9 January 2007

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

The Chairman brought forward agenda items 6.

Resolved: Standing Orders be suspended to allow members of the public to speak

07.21 Residents Points of Interest

A resident praised the Council for the installation of the raised flowerbed at the junction of Blackburn Road and the A674. A new sign for the Red Cat, at the junction, was mentioned as being overly large and out of character.

Resolved: Standing Orders be restored.

07.22 Clerks Report

Chorley Borough Council has advised planting in the Greenbelt, beyond the domestic curtilage, should respect Greenbelt characteristics, with no domestic or formal planting.

Chorley Borough Council has advised the adoption of the land at the entrance to Heapey Chase, the proposed site of an additional noticeboard, has not yet been completed.

Lancashire County Council advised points raised in the Parish Business Plan would be considered alongside other requests.

07.23 Police Report

The local Police presence has been increased with the appointment of a Police Community Support Officer. Reported crime levels remain relatively low in the area however, recently two elderly residents in the Ryecroft area have fallen victim to bogus callers claiming to be water board engineers.

07.24 Finance

Resolved: the financial update and bank reconciliation be received and accepted and signed by the Chairman.

Councillors considered a grant application from Home-Start Chorley and South Ribble towards operating expenses. Councillors were unsure as to whether the organisation was

still operational.

Resolved: the Clerk is to ascertain the current position and, if the organisation remains operational, the application will be considered at the next meeting.

Councillors considered a grant application from Lancashire Constabulary towards the purchase costs of a vehicle for use by the Community Beat Managers. Concerns were expressed that this would represent a form of double taxation on residents, given that a proportion of council tax is specifically for the Constabulary.

Resolved: the request be politely declined.

Councillors considered requests for payment to the Council.

Resolved: the following payments be approved, the invoices having been inspected in accordance with Fidelity Guarantee requirements:

£ 10.00	St Barnabas Church	Room hire
£ 95.92	Inland Revenue	Income tax
£ 340.20	A Platt	Salary
£ 116.56	A Platt	Reimbursements
£ 309.52	Wheelton Parish Council	Undercharge 2005/06
£ 383.50	Wheelton Parish Council	Play area maintenance
£ 356.84	Wheelton Parish Council	War memorial expenditure
£ 3600.00	Heapey and Wheelton Village Hall	Donation
£ 10.00	Lancashire Best Kept Village	Entry
£ 100.00	D:fusion Design	Logo design and artwork

07.25 Planning Matters

07/00132/LBC Listed Building Consent for replacement windows to existing dwelling - no comment

07/00135/TPO Felling of cherry tree within Tree Preservation Order 1 (White Coppice) 2006 - no comment

07/00133/FUL Proposed enclosure of courtyard to form a conservatory at Station House, Coppice Lane - no comment

07.26 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 are 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 on an ongoing basis.

07.27 Asset Valuation

The insurance values of assets were inspected.

Resolved: at the next insurance renewal the raised garden valuation is to be increased to £2500, noticeboards to £1000 and wayside seats to £450 each.

07.28 Lancashire Best Kept Village Competition 2007

The newsletter will include articles covering the precept, an update on the sand quarry, bus shelters and the raised flowerbed.

07.29 Delegated Powers

A proposal to delegate powers to the Clerk to respond to planning consultations on behalf of the Council was considered.

Resolved: the Clerk be granted powers to respond to planning consultations. Councillors will be consulted prior to the response by the Clerk. This is to be reviewed in six months.

07.30 Reports from Outside Bodies

The proposed new plans for Heapey and Wheelton Village Hall were presented.

Items considered at the recent Lancashire Association of Town and Parish Councils Chorley Area Committee included the the proposed Chorley Borough Council Neighbourhood Working initiative, which was considered to be another unnecessary tier in the local government scheme, and the grant request from Lancashire Constabulary to Councils in the Southern Division.

07.31 Matters for Further Discussion

The Sand Quarry, raised flowerbed and consideration of a possible joint entry into the North West in Bloom Competition are to be discussed at the next joint meeting with Wheelton Parish Council..

07.32 Date of Next Meeting

Tuesday 1 May 2007 at 7.30pm.