

HEAPEY PARISH COUNCIL

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

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

07.90 Apologies for absence

Apologies were received from Councillors D Berry and J Geddes.

07.91 Disclosure of Personal/Prejudicial Interests

None disclosed.

07.92 Minutes of the Meeting held on 4 September 2007

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

07.93 Public Participation

i) Police Report

A high profile approach had been adopted over the Halloween and Bonfire Night period. There has been a recent spate of caravan thefts in the area.

ii) Residents Points of Interest

No points raised.

iii) Borough Councillors

No report.

07.94 Christmas Lights

The Joint Meeting with Wheelton Parish Councillors had suggested replacing the current Christmas lights, with both Councils contributing £150.

Resolved: a contribution of £150 be made to Wheelton Parish Council towards replacement Christmas lights.

07.95 Finance

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

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	Employee 1	Salary
£ 91.30	Employee 1	Reimbursements
£ 360.00	Wheelton Parish Council	Play area maintenance
£ 743.19	Wheelton Parish Council	War Memorial maintenance
£ 150.00	Wheelton Parish Council	Replacement Christmas lights
£ 50.00	Bowland Pennine Mountain Rescue Team	Donation
£ 158.63	BDO Stoy Hayward	Audit fee
£ 124.32	Euxton Parish Council	Training courses

07.96 Planning Matters

No matters for consideration

07.97 Annual Return for the Year Ended 31 March 2007

Councillors considered the completed Annual Return for the Year Ended 31 March 2007 and the report of the External Auditor.

Resolved: the Annual Return be approved and accepted.

07.98 Internal Audit

Councillors reviewed the effectiveness of the current system of internal audit, as required by the Accounts and Audit Regulations (2003) and Accounts and Audit (Amendment) (England) Regulations 2006. A quarterly internal audit of the receipts and payments, invoices, payroll and bank statements is completed by a Councillor, reconciling the figures with bank balances. Cheques are verified against the relevant invoices by a Councillor before signature by two Councillors. The Council also conducts an annual risk assessment.

Resolved: the current system of internal audit is found to be effective.

07.99 Newsletter

Items suggested for the newsletter included an update on the adoption of Heapey Chase by Chorley Council, postal voting and the Christmas lights and Carol concert.

07.100 Parish Precept 2008-2009

Councillors were reminded the Precept will be set at the January meeting and are to advise the Clerk of any items which may require the obtaining of quotations prior to the meeting.

07.101 Lancashire Police Authority Community Meetings

A response to questions raised regarding the format and content of the meetings was formulated.

07.102 Reports from Outside Bodies

The Rivington Management Committee is investigating the possibility of achieving Site of Special Scientific Interest status and is looking to re-wet the moors to improve water holding capability. The Healey Nab Scheme with a mountain bike trial is proceeding and the Wildflower Society is assisting with wildflower development.

The LAPTIC Chorley Area Committee discussed parish election costs and the possibility of a joint contribution from parish councils into a scheme to provide advice on employment issues.

The Chorley Council/ Parish Council Liaison meeting considered election costs and the possible reintroduction of amenity grants.

The Village Hall Committee is investigating the current system of rents payable and an upgrade of the toilet facilities is to be completed.

The Joint Play Area Working Group has looked at various options for upgrading equipment and has formulated a standardised remit for potential suppliers. Some existing equipment, which is felt to be possibly dangerous, is to be removed.

07.103 Date of Next Meeting

Thursday 3 January 2008 at 7.30pm.