

Windle Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday 16 February 2016 at 7pm at Eccleston Village Hall, Kiln Lane

Present Councillor S Barton (Chairman)
Councillor N Ashcroft (Deputy Chairman)
Councillor R Barton
Councillor J Cunliffe
Councillor K D Roughley

Also in Attendance J Anderson (Clerk to the Council)

153 Prayers: The Chairman welcomed everyone and opened the meeting with prayers for the work of the Council.

154 Apologies: Councillor A Bate and Councillor E Uren

155 Declarations of Interest: No declarations were made.

156 Councillor Co-option: Prior to the Parish Council meeting Councillors had spoken with Mr Allan Dockerty who had applied to be co-opted as Councillor to Windle Parish Council. **It was resolved that Mr Dockerty be co-opted as Councillor and will be invited to attend the March meeting to complete an acceptance of office and declaration of interest.**

157 Parish Matters: Cllr R Barton reported that work seemed to have begun on the land behind the shops at Lynton Way. He also reported cars parking on the pavement near the bus stop at the shops on Kiln Lane/Coronation Road. **It was resolved that the Clerk report the parking to St Helens Council, Highways with a suggestion of bollards being put on the pavement to stop cars mounting the pathway.**

158 Minutes of Meeting: The council received the minutes of the meeting held on 19 January 2016.

Resolved the minutes of the meeting be accepted and signed by the Chairman as a true and correct record.

159 Matters Arising: No matters arising

160 Planning Matters:

a) **Applications:**

None

b) **Decisions:**

26 Sackville Road Granted 4/2/16

161 Other Correspondence: A reply had been received from St Helens Council, Planning Dept with regard to an advertising van parked at Windle Island. The planning department had visited the site but no van had been present. St Helens Council referred the matter to Highways. **It was resolved to pass the reply to the resident to contact Planning should the van re-appear for any length of time.**

162 Ecclesfield Sports Facility: The next meeting would be 1 March 2016.

163 LAPTC/MAPTC/NALC/SLCC: Nothing to report.

164 Lynton Way Play Area: Nothing to report.

- 165 J Malone Garden: Cllrs reported that it looked neat and tidy with spring flowers appearing.
- 166 Reports from Other Bodies: None reported
- 167 Workplace Pensions: Cllr S Barton explained that as an employer Windle Parish Council had a duty to enrol for the new pension scheme. The Clerk confirmed that the law on workplace pensions had changed and all employers had to automatically enrol for a pension scheme. The Clerk explained that employees could opt out if they preferred. An employer would only contribute to the pension scheme for eligible employees. The Clerk falls into the band where employees have a right to join a pension scheme but the Parish Council is not obliged to make employer contributions. All procedures were being followed as advised by the Pensions Regulator. Windle Parish Council offered for the Clerk to join a pension scheme but the Clerk declined at present. If anything changed the Parish Council were happy to review the situation.

168 Finance:

a) Balances – the Clerk advised that the balances at 31 January 2016 were:

Current Account	£5477.85
Business Reserve Account	<u>£6042.82</u>
Total	<u>£11520.67</u>

b) Payment of Accounts

Resolved that the following payments be made:

Rainfords Christmas Trees Ltd – tree	150.00	Chq 2293
Eccleston Parish Council – room (Feb) and phone (Jan), copier	46.53	2294
J Anderson – February	258.39	2295

Resolved that the following receipt(s) be noted:

Interest Dec 2015 – 0.26, Jan 2016 – 0.24	0.50
Advertiser – covered the returned cheque	(30.00)
Advertiser – cash	20.00
Advertiser – cheques	15.00

c) Finance Meeting – Cllrs R and S Barton and Cllr N Ashcroft along with the Clerk met on 1 February 2016 to discuss the budget and proposed precept.

d) Budget/Precept – The Clerk reported the anticipated position on balances at the end of the current financial year.

	£
Balance at 1 April 2015	7545.00
Plus projected receipts to 31 March 2016	12752.00
	<u>20297.00</u>
Less payments to 31 March 2016	11406.00
Projected Balance at 31 March 2016	<u>8891.00</u>

St Helens Council advised that Band D equivalent properties this year was set at 948 (975 last year).

The Parish Council had been advised of the budget provision necessary to maintain existing levels of service. The Finance Sub Cttee met and proposed to request a Precept of £11,802.60 for 2016/17 which results in a cost to residents of £12.45 per year – same as last year. **After discussion a vote was taken and it was resolved, 4 to one, that the precept should remain the same and this amount of the precept be requested. The following broad based budget was accepted for 2016/17:**

<u>Payments</u> (Net of VAT)	£
Fees and insurance	650.00
Salary and PAYE, travel	3778.00
Election costs provision	1000.00
Post, telephone, copier and stationery	395.00

Website and domain name	210.00
Room hire	231.00
Donations (wreath)	50.00
Newsletter	800.00
School awards	120.00
Ecclesfield	1426.00
Jim Malone Garden and plants	650.00
Lynton Way Play Area (opening/closing)	1400.00
Engraving garden trophies	10.00
Garden competition/new rose bowl	300.00
Christmas tree lighting/tree/transport/new lights	730.00
Hospitality	250.00
Noticeboard	50.00
TOTAL	12050.00

Receipts (estimated)

Bank interest	3.00
Advertising	150.00
Cllr Impr Fund	300.00
TOTAL	453.00

The Council will need to consider carefully any other items of expenditure to be taken into account and will need to be prudent in the preservation of adequate balances.

Audit Regulations

The Council is reminded that these regulations introduced procedures which require the identification of specific provisions (other than contingency) made within the balances, and the need to have a budget based on income and expenditure features, which must be contained within the resolution of the Council accepting the precept requirement. This does not preclude the use of “virement” during the year, but this must be approved by the Council. The “audit trail” must be clear to follow, particularly in the accumulation of balances.

The Council

Resolved that the proposed budget be accepted and that the precept be set at £11,802.60 for 2016/17 and that this decision be communicated to St Helens Council the following day as required.

Cllr Ashcroft thanked the Clerk for putting all the information together in a way that was easily understood. All Councillors agreed and thanked the Clerk.

e) **Internal Audit** – had been carried out for the quarter with nothing to report other than to complete the asset list for the external audit.

169 Date of Next Meeting: to be held on Tuesday 15 March 2016 at 7.00pm at Eccleston Village Hall

The meeting closed at 7.50pm

Signed:
Chairman

Date: