

## Windle Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 17 May 2016 at 7pm at Eccleston Village Hall, Kiln Lane

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

Also in Attendance Cllr L Glover and Cllr G Neal, Windle Ward Cllrs  
J Anderson, Clerk to the Council

- 1 Prayers: The Chairman welcomed all the Parish Councillors and thanked the Ward Councillors for attending. She opened the meeting with prayers for the work of the Council.
- 2 Apologies: Councillor E Uren
- 3 Acceptance of Office/Declaration of Interest: All Councillors had completed Acceptance of Office and Declaration of Interest forms.
- 4 Appointment of Chairman for the Forthcoming Municipal Year: Cllr Sheila Barton, the outgoing Chairman, reported that it had been both an enjoyable and sad year with the loss of Cllr McNulty. Cllr Barton expressed her thanks for all the help, guidance and support offered to her by her fellow members of the Council and the Clerk during her year in office. Thanks were given to Cllr Bate for stepping in and organising the garden competition.  
**It was proposed, seconded and resolved** that Cllr Nancy Ashcroft be appointed Chairman for the forthcoming municipal year 2016/17 and having accepted her appointment was installed as Chairman.

### Cllr Ashcroft in the Chair

Cllr Nancy Ashcroft thanked the Councillors for voting her in as Chairman. She thanked the retiring Chairman Cllr Sheila Barton for the excellent work she had carried out in her year in office which included attending Liverpool St Helens Rugby Club's World Cup event giving out medals to the youngsters. Cllr Ashcroft also thanked Cllr Glover for the support that Windle Charities gave the World Cup event. Thanks were also given to all Councillors and their partners for a successful Christmas party.

- 5 Appointment of Deputy Chairman: **It was proposed, second and resolved** that Cllr Richard Barton be appointed as Deputy Chairman for the forthcoming municipal year 2016/17.
- 6 Council Procedures and Appointment of Committees: **Resolved that:**  
(a) meetings, generally, would be held on the third Tuesday of each month commencing at 7.00pm, except in August, when there would not be a meeting. Also the Annual Assembly would be held in March 2017.

- (b) a Finance Ctte would give initial consideration to appropriate matters and make recommendations to the Parish Council. The Ctte would comprise of the Chairman, Deputy Chairman, immediate past year's Chairman plus substitute membership at the discretion of the Chairman.
- (c) for planning applications requiring early attention there be delegated powers to the Chairman, Deputy Chairman and a Parish Councillor resident in the vicinity of the site in question to consider the application.
- (d) regarding public footpaths within the Parish, residents should be urged to walk them at all times and to report any damage or obstruction of the paths in order that any necessary action may be taken.
- 7 Standing Orders: the current standing orders, issued by NALC, required updating. The Clerk gave Councillors model Standing Orders issued by Society of Local Council Clerks to be approved at the September meeting.
- 8 Banking, Accounts and Financial Procedures: **Resolved that**:  
(a) the NatWest Bank continue to be the Council's bankers and that the bank be authorised to honour cheques drawn on the current account held in the bank, which should be signed by 2 members of the Council plus the Clerk to the Council in accordance with the current mandate.  
(b) the latest financial regulations also required updating. The Clerk gave Councillors model Financial Regulations issued by SLCC to be approved at the September meeting.  
(c) the responsibility for the financial affairs of the Council be vested in the Clerk to the Council, as the Responsible Financial Office (RFO).  
(d) there be delegated authority to sign cheques in accordance with the management agreement to those Councillors on the Ecclesfield Sports Facility Management Ctte.  
(e) Mr Philip Taylor to continue as internal auditor for 2016/17.
- 9 Code of Conduct: **Resolved that**: the model Code of Conduct be adopted for 2016/17.
- 10 Representation on Other Bodies: **Resolved that**: the following members of the Council be approved as representatives on the following bodies:  
(a) Bleak Hill Governors – Cllr S Barton  
(b) Police and Community Forum – Cllr K Roughley  
(c) Windle United Charities – Cllr N Ashcroft  
(d) St Helens District Sports Council – Cllr A Dockerty  
(e) Age UK – Cllr E Uren  
(f) Crime Prevention – Cllr K Roughley  
(g) Halton and St Helens VCA –  
(h) Ecclesfield Management Ctte – Cllr S Barton, Cllr R Barton and Cllr Bate

The meeting closed at 7.15pm

Signed:  
Chairman

Date: