



Aintree Village Parish Council

Minutes of meeting of the Parish Council held on Monday 20 March 2017 at 7.00pm

Present

Councillors - J Colbert (Chair), G Payne, G Downey, N Kelly, G Harris,
M Carter, M Wykes, R Preston, C Forrest, F Forrest

In Attendance

M Dilworth (Parish Clerk) K Ellis (Responsible Financial Officer).

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Apologies for absence

S Gent

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Declarations of interest

None

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Public participation

None

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Minutes of previous meeting

It was resolved to approve the minutes of the Parish Council meeting held on Monday 20 February 2017, after including the recorded vote with regard to the adult football and a few minor script adjustments.

It was agreed to review the minutes of the Parish Council meeting held on Friday 3 March 2017 under confidential staffing matters.

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Update on matters arising from minutes (for information only)

Letter sent to Rev. G Bentley.

Letter of support for Youth & community centre - still outstanding.

Communication with Sefton Council with regard to road resurfacing actioned.

Council Website updated -

The Aintree Youth and Community centre is not a Parish Council body albeit it supports its vision and recognises its significant value to the community.

Road names re old library site submitted to developers.

On-Line questionnaire with regard to dog controls submitted.

Letter to Sefton council re Peel Ports developments no longer required.

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Reports from external meetings (for information only)

None

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Financial matters

The budget monitoring report and payments for February 2017 were considered and agreed.

Internal Audit Report Oct16 to Jan17 was accepted.

A discussion with regard to projects to be undertaken by the internal auditor, it is believed that current list has been exhausted. The clerk informed the council that she has asked the RFO to review the reporting requirements alongside the financial regulations and with reference to other parish council websites to ensure legal compliance and transparency.

Decisions with regard to Unity Bank.

Clerk M Dilworth - to be key contact

Signatories to be in line with Natwest - currently Cllrs S Gent, F Forrest, G Downey & G Harris

K Ellis (RFO) to establish the length of time the council has maintained an account with the Natwest, with the assistance of one of the signatories

The RFO to report back to council with regard to timescale for employers pension contribution rates increasing to 2%

The RFO informed the council -

As from 1 April 2017 the national living wage rises to £7.50 per hour

The quarterly VAT return has been submitted

BANK RECONCILIATION- AS AT 28 FEBRUARY 2017**CURRENT ACCOUNT**

| | £ | |
|---|-------------------|---------------|
| BALANCE B/FWD 31.01.2017 | £40,598.96 | |
| ADD RECEIPTS | £0.00 | |
| LESS PAYMENTS | -£7,624.99 | |
| TRANSFERS TO RESERVE ACCOUNT | £0.00 | |
| ADD CHQ WRITTEN BACK | £0.00 | |
| TRANSFERS FROM RESERVE ACCOUNT | £0.00 | |
| BALANCE C/FWD | £32,973.97 | |
| ADD UNPRESENTED CHEQUES | £3,087.02 | |
| BALANCE AGREED TO STATEMENT (772) 28.02.2017 | £36,060.99 | Agreed |

BANK RECONCILIATION- AS AT 28 FEBRUARY 2017**RESERVE ACCOUNT**

| | |
|----------------------------------|--------------------|
| BALANCE B/FWD 31.01.2017 | £122,471.38 |
| ADD INTEREST RECEIVED X 1 MONTHS | £0.00 |
| TRANSFERS TO CURRENT ACCOUNT | |
| TRANSFERS FROM CURRENT ACCOUNT | |
| BALANCE C/FWD 28.02.2017 | £122,471.38 |

Summary of balances 28.02.2017

| | |
|--|-----------------|
| Current Account-(less unrepresented cheques of £3087.02) | £32,974 |
| Reserve Account | £122,471 |
| Total cash available | £155,445 |

| Payee | Details | Amount | Cheque number/ Payment method |
|--------------------------|---|-----------|----------------------------------|
| M Carter | Mileage | | 6175 |
| HMRC | Tax/Ni Month 12 | 355.95 | 6176 |
| C Price | Internal audit February 2017 | 122.50 | 6177 |
| Aitkens Sportstuff | Line marker | 47.70 | 6178 |
| Maghull Town Council | Grounds maintenance March 2017 | 1,200.00 | 6179 |
| Communicorp | Clerks & Councils Direct magazines | 12.00 | 6180 |
| United Utilities | Half year water charge | 851.36 | 6181 |
| Grainger Fire & Security | Maintenance visit £72.50/ Replace 4 heat detectors £180.00 plus vat | 303.00 | 6182 |
| M Dilworth | Stationery £19.98/Postage £19.80 | 39.78 | 6183 |
| C Forrest | Padlocks for tennis courts | 17.98 | 6184 |
| Yates Playgrounds | Ability roundabout & 2 Springers | 9,420.00 | 6185 |
| M Carter | Mileage | 16.25 | 6186 |
| United Utilities | Charges November 2016-February 2017 | 33.98 | DDR |
| B & C E | Pension scheme-monthly charge March 2017 | 18.43 | Direct debit |
| Scottish Power | Monthly payment plan-March 2017-Playing Fields | 50.00 | Direct debit |
| Scottish Power | Monthly payment plan-March 2017-Bowls Pavilion | 39.00 | Direct debit |
| Sefton Council | Open/close park | 766.50 | Standing order |
| Epica | Monthly subscription for health and safety | 60.00 | Direct debit |
| Natwest Autopay | Payroll charge- 06 March2017 | 2,619.91 | Direct debit |
| Natwest Autopay | Autopay charges - February 2017 | 3.00 | Direct debit |
| Public Works Loan Board | Half yearly loan repayment | 7,099.26 | Direct debit |
| Natwest | Monthly charge-Feb 17 | 5.95 | Direct debit |
| Hive Telecom | February call charges | 5.59 | Direct debit |
| | Total cost of payments | 23,088.14 | |

- 6462 Grass Verges - Cllr G Harris**
It was agreed to send a letter to Molyneaux Ward Councillors with regard to the condition of the grass verges in the parish with specific reference to a tarmacking replacement programme.
- 6463 Electricity Supplier - Clerk**
It was agreed to change electricity suppliers ,when the existing contract expires to a one year contract with Extra Energy - with regard to all three locations Chambers, Changing Rooms and Bowls Pavilion.
Standing Charge at 7.76 pence per day
Standard rate of 11.28 pence per KWH (kilowatt-hour)
The RFO to organise switch.
- 6464 Park & Safety Issues (Park Committee)**
Councillors C Forrest & F Forrest have resigned from the park committee with immediate effect. Alternative councillors were sought but none were available, so future park issues will be assimilated into the full council meetings.
It was agreed to extend F Boyle (weekend park assistant) contract by 6 months to 16 September 2017.
It was agreed, if out of necessity given current staffing issues, to offer F Boyle £10 per day to deactivate (morning) & reactivate (evening) alarm system to allow bowling club access to bowls pavilion and toilet facilities on days when they are playing matches, with reference to fixtures listing. (usually Mon & Wed)
It was agreed to engage Sefton Council (Mr G Berwick) to remove graffiti from rear of changing rooms, as previous in-house and Maghull Town Council attempts had been unsuccessful.
It was agreed that the Clerk would familiarise herself with the flagpole operation in anticipation that the flag may at some stage require removal or flight at half mast.
- 6465 Planning**
App No 0214 - 45 Beaumont Drive L10 8LS
Loft Conversion ink hip to gable conversion & construction of rear dormer - Noted

App No 0275 - 11 Sefton Drive L10 8JB
Erection of a two storey extension to the side and a single storey extension to the rear of the dwellinghouse. - Noted

App No 0340 - 51 Wango Lane L10 8JQ
Erection of a single storey extension to the rear and alterations to front porch and garage of the dwellinghouse. - Noted

App No 0351 - 28 Wrekin Drive L10 6NE
Erection of a single storey extension and pitched roof to an existing extension at rear of the dwellinghouse. - Noted
- 6466 Correspondence (for information)**
LALC newsletter - circulated
LALC spring conference - circulated - Attendance free of charge to members.
10 parishes consultation on supplementary planning documents - circulated.
Liverpool mayoral election - circulated
- 6467 Date of next meeting**
Monday 24 April 2017 at 7pm.

Due to the confidential nature of the next item, the press and public were excluded from the meeting

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Staffing matters

It was resolved to approve the minutes of the Parish Council meeting held on Friday 3 March 2017.

The clerk outlined the current position with regard to RA's settlement negotiations. £5,000 without prejudice offered as per meeting of 3 March 2017, still awaiting reply.

It was agreed that the Clerk (RA's line manager) would action a return to work plan, if appropriate and that plan would include a phased return in RA's first week back in post.

It was agreed that the Clerk would take legal advice with regard to Maghull Town Council still undertaking groundwork duties in the first month of RA's return to work.

It was agreed that Cllr M Wykes would accompany the Clerk at RA's return to work meeting , if appropriate.

It was agreed that the Clerk would take legal advice with regard to advertising a position to undertake modest park keeping duties before the outcome of RA's settlement negotiations. She would firstly approach F Boyle to see if he wished to undertake additional duties before advertising a post in the local press (and other notifications).

The meeting closed at 10.40pm

Standing Orders having been waived in order to complete the business

Minutes 6455 to 6468 received as a correct record on 24 April 2017

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Chairman