



Aintree Village Parish Council

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

- Present** Councillors - J Colbert (Chair) M Carter, M Wykes, G Downey, G Harris, G Payne, R Preston
- In Attendance** M Dilworth (Parish Clerk), K Ellis (RFO)
- 6570 Apologies for absence**  
Councillors - N Kelly, S Gent, F Forrest
- 6571 Declarations of interest**  
None.
- 6572 Public participation**  
A number of members of public in attendance as was Borough Cllr Tony Carr  
Christmas decorations/tree in Aintree Village  
A number of residents spoke of their disappointment re the lack of Christmas decorations within Aintree Village, with particular reference to the contrast of neighbouring areas and their feeling of being a neglected locality  
Deliberations followed with regard to precept vicinities paying both the boroughs standard rates alongside the local precept and why this seem to exclude them to some services (decorations included) rather than enable them, as it seem to do in other areas.  
Discussions followed with regard to funding from Sefton Council. Borough Cllr T Carr explained that funding was available to Parish Council districts with grants up to £1,500 but these grants were only available on a matched funding basis.  
Cllr J Colbert explained that funds were not currently available for decorations as the present precept had all been assigned, the vast majority allocated to maintain Harrow Drive park.  
The Parish Council stated that a working party would be considered in future years to address these concerns and it would in due course contact the community for its engagement.  
Lack of road sweepers in the area  
A number of residents observed that the provision of road sweeping had, in their opinion, reduced significantly over the last few years and they believed this added to the detreating environmental setting of Aintree Village, with particular reference to litter.  
Cllr J Colbert explained that the Parish Council had no authority over street cleansing, that was the responsibility of the Borough Council and asked Borough Cllr T Carr (present) to make note of the Aintree community concerns. Cllr J Colbert also stated that the Parish Council would make consideration of a letter to be sent to Sefton Council outlining these concerns.  
Newsletter  
Some residents asked why the local newsletter was no longer distributed. It was explained that the newsletter in question was never a Parish Council document but it did understand that it would no longer be produced. With this in mind the Parish Council are currently in the process of producing a Bi-Annual newsletter to keep local residents informed  
Casual Vacancy  
The Parish Council prompted those present to become involved with the Parish Council and appraised them of the current casual vacancy  
The administrator of the local community Facebook page stated that he would be happy to promote Parish Council activities, including the current casual vacancy and the civic awards to be held in January 2018  
Pre-application planning advice - Rear of 2 Valley Close Aintree Village (Mulberry Homes)  
Some residents local to the proposed development expressed concerns -  
: Previous housing settlement issue - Residents believe, historically in relation to a localised stream which ran dry circa 1976, that development in this area may see a recurrence of subsidence issues  
: Vehicle access point onto Wango Lane - Suggested point of access could cause traffic issues re proximity to canal bridge which is closed for periods throughout each and every day.  
: Flood plain - Additional housing in the area may exasperate flooding issues in and around the vicinity.  
Cllr J Colbert explained that the Parish Council would review these considerations once a planning application was made to Sefton Council.

6573

**Minutes of previous meeting**

It was resolved to approve the minutes of the Parish Council meetings held on Monday 16 October 2017 after a few minor script adjustments, the chairman was authorised to sign as correct records.

6574

**Update on matters arising from minutes (for information only)**

*The Clerk gave an update on matters arising -*

Electric car points for all newly built homes- Sefton Council expected to adopt requirement for all new significant housing developments

Litter at shopping area adjacent to the Valentines public house - Landlord has taken action to clear area.

Asset Valuations both Building & Equipment - Building to be undertaken Tuesday 21st November, awaiting date for equipment.

Aintree Lane / Sherwoods lane area - still awaiting replies / execution.

The Website was having issues with document display and upload, these have been rectified

Clerks contact details have now been updated on website.

Donated Tickets to Haydock races 25 November 2017 - passed to Woodlands Hospice

6575

**Reports from external meetings and Chairman's report (for information only)**

Closed Session

Letter of complaint received from Ms L Jones (Lou's barbers) re removal and disposal of advertising signs  
Complaint of which Ms L Jones considers theft, after consultation with Merseyside Police.

Value of signs approx. £2,500

Ms L Jones requests disciplinary action and that Cllr Harris does not approach her premises

Cllr Harris denies the fact that it was he who removed the signs in question

Course of action -

Clerk to write to Ms L Jones stating

: Cllr G Harris denies the fact that he removed the signs in question

: Cllr Harris does not have the delegated authority to remove signs on behalf of the Parish Council

Clerk to Inform Sefton Council of Complaint received

Cllr J Colbert reported attendance at an awards night and three sessions at Davenhill school WW1 exhibition

Cllr J Colbert thanked Cllr G Downey for placing the Parish Council wreath at the Remembrance Sunday service at short notice, with a note that planning for next years event should be more thorough.

Cllr M Carter reported attendance and gave a synopsis of proceedings from the Lancashire Area Local Council AGM

**Financial matters**

It was resolved to accept - Budget monitoring report for October 2017.

: It was resolved to accept the redesigned budget monitoring report format and the budget virement adjustments as standard for the remainder of the financial year.

It was resolved to accept - Bank reconciliation for October 2017.

It was resolved to accept - Current payments for authorisation.

It was resolved to accept the Internal Audit report (Oct16 to Sep17) with full recommendations.

: It was noted that the regularity of reporting has crept to improper levels but it was accepted that this was due to exceptional circumstance and that examination and reporting would return to a more regular routine.

: It was also noted that a comprehensive audit coverage document still remained outstanding.

## Budget Monitoring Report October 2017

Payments	Quarter 1	JUL	AUG	SEP	OCT	Total	Spend to date	Budget	Balance to date
<b>1 PARK REFURBISHMENTS</b>	£9,155.77	£0.00	£0.00	£0.00	£0.00	£9,155.77	£9,155.77	£11,150.00	£1,994.23
<b>2 PAYROLL</b>	£15,138.65	£2,461.73	£1,723.54	£2,316.17	£1,530.89	£23,170.98	£23,170.98	£50,000.00	£26,829.02
Skip hire	£125.00	£0.00	£0.00	£125.00	£0.00	£250.00			
Sefton Council-Park open/close	£1,916.20	£638.70	£0.00	£0.00	£0.00	£2,554.90			
Maghull TC- Grounds maintenance	£3,600.00	£1,300.00	£1,300.00	£1,300.00	£1,300.00	£8,800.00			
Sefton Council-Alarm maintenance	£0.00	£0.00	£745.00	£132.97	£0.00	£877.97			
Health/Safety	£150.00	£50.00	£193.00	£50.00	£50.00	£493.00			
Maintenance-Play Equipment	£0.00	£0.00	£535.00	£0.00	£0.00	£535.00			
Maintenance-Buildings	£139.59	£0.00	£346.76	£25.19	£405.00	£916.54			
<b>3 PARK EXPENSES</b>							£14,427.41	£31,500.00	£17,072.59
Postage/Stationery/Computer costs	£358.16	£0.00	£-25.74	£55.33	£53.96	£441.71			
Refreshments	£24.67	£4.75	£0.00	£11.15	£0.00	£40.57			
IT Commission	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
Audit fees	£0.00	£0.00	£0.00	£0.00	£400.00	£400.00			
Subscriptions	£817.60	£35.00	£0.00	£0.00	£0.00	£852.60			
Training	£189.00	£0.00	£0.00	£0.00	£0.00	£189.00			
Advance on Chairman's Expenses	£-550.00	£0.00	£0.00	£0.00	£0.00	£-550.00			
Other staff costs	£1,500.00	£0.00	£0.00	£0.00	£0.00	£1,500.00			
<b>4 SUNDRY EXPENSES</b>							£2,873.88	£6,500.00	£3,626.12
<b>5 LOAN REPAYMENTS</b>	£0.00	£0.00	£0.00	£7,099.24	£0.00	£7,099.24	£7,099.24	£14,198.00	£7,098.76
Gas	£72.51	£0.00	£0.00	£82.92	£0.00	£155.43			
Electric	£391.88	£58.91	£55.17	£58.43	£60.33	£624.72			
Water	£26.90	£0.00	£0.00	£863.58	£0.00	£890.48			
Telephone	£156.21	£150.24	£4.81	£4.81	£149.83	£465.90			
<b>6 UTILITIES</b>							£2,136.53	£5,000.00	£2,863.47
<b>7 INSURANCE</b>	£0.00	£0.00	£0.00	£0.00	£3,629.82	£3,629.82	£3,629.82	£3,500.00	£-129.82
<b>8 SECTION 137 GRANTS</b>	£100.00	£0.00	£0.00	£0.00	£100.00	£200.00	£200.00	£2,500.00	£2,300.00
<b>9 ELECTION COSTS</b>	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,500.00	£1,500.00
<b>10 BANK CHARGES</b>	£61.68	£15.80	£15.95	£14.75	£12.84	£121.02	£121.02	£400.00	£278.98
<b>11 MILEAGE</b>	£6.72	£0.00	£1.35	£0.00	£0.00	£8.07	£8.07	£300.00	£291.93
<b>12 PROFESSIONAL FEES</b>	£6,850.00	£0.00	£0.00	£0.00	£0.00	£6,850.00	£6,850.00	£9,850.00	£3,000.00
<b>13 CONTINGENCY</b>	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£31,500.00	£31,500.00
<b>14 VAT PAID</b>	£4,837.02	£430.79	£605.15	£345.72	£388.58	£6,607.26	£6,607.26	£1,000.00	£-5,607.26
	<b>£45,067.56</b>	<b>£5,145.92</b>	<b>£5,499.99</b>	<b>£12,485.26</b>	<b>£8,081.25</b>	<b>£76,279.98</b>	<b>£76,279.98</b>	<b>£168,898.00</b>	<b>£92,618.02</b>
Receipts	Quarter 1	JUL	AUG	SEP	OCT	Total	Received to date	Budget	Balance to date
<b>15 PRECEPT</b>	£42,000.00	£6,000.00	£6,000.00	£6,000.00	£0.00	£60,000.00	£60,000.00	£60,000.00	£0.00
<b>16 BOWLS</b>	£420.12	£0.00	£0.00	£0.00	£0.00	£420.12	£420.12	£200.00	£-220.12
<b>17 FOOTBALL</b>	£175.00	£0.00	£0.00	£0.00	£108.33	£283.33	£283.33	£350.00	£66.67
<b>18 BANK INTEREST (Deposit acc)</b>	£2.70	£0.87	£0.00	£0.87	£0.81	£5.25	£5.25	£50.00	£44.75
<b>19 SUNDRY</b>	£0.00	£2,205.00	£0.00	£0.00	£0.00	£2,205.00	£2,205.00	£0.00	£-2,205.00
<b>19 VAT COLLECTED</b>	£35.00	£0.00	£0.00	£0.00	£21.67	£56.67	£56.67	£0.00	£-56.67
<b>20 VAT - HMRC</b>	£4,846.83	£0.00	£0.00	£2,975.47	£0.00	£7,822.30	£7,822.30	£0.00	£-7,822.30
	<b>£47,479.65</b>	<b>£8,205.87</b>	<b>£6,000.00</b>	<b>£8,976.34</b>	<b>£130.81</b>	<b>£70,792.67</b>	<b>£70,792.67</b>	<b>£60,600.00</b>	<b>£-2,370.37</b>
							NET VAT = line 14 less lines 19&20		
							£-1,271.71	£1,000.00	£2,271.71

Payments Authorised 20 November 2017

	Payee	Details	Amount	Cheque No / Pay Type
1	Royal British Legion	S137 Donation	£100.00	6250
2	Sefton Council	Missed October standing order payment for opening/closing park	£613.20	6251
3	HMRC	Tax/Ni Month 08	£416.72	6252
4	C Price	Internal audit	£116.67	6253
5	British Gas	Estimated bill 31 July- 01 October 2017	£116.37	6254
6	Grainger Fire & Security	Routine maintenance to fire alarm system	£87.00	6255
7	Sefton Council	Removal of graffiti August 2017	£73.20	6256
8	Sefton Area Partnership of Local Councils	Annual donation 2017/18		6257
9	Maghull Town Council	Grounds maintenance contract October 2017	£1,560.00	6258
10	Karen Ellis (RFO)	Laptop for groundwork staff	£250.00	6259
11	Sefton Council	Waste collection Nov to end March 2018	£306.65	6260
12	M Dilworth	Padlocks &	£204.74	6261
13	M Carter	Mileage	£74.10	6262
14	Epica	Health & Safety Support November 2017	£60.00	DDR
15	NatWest Autopay	Payroll October 2017	£2,000.57	DDR
16	NatWest Autopay	Monthly bank charges- October 2017	£3.00	DDR
	Hive Telecom	Call charges October 2017	£5.52	DDR
	Extra Energy-Contract 892288	Electricity Changing Rooms 25 September-25 October 2017 Estimated	£49.69	DDR
	Extra Energy-Contract 892253	Electricity Bowls Pavilion 25 September-24 October 2017 2017 Estimated	£3.15	DDR
	Extra Energy-Contract 892287	Electricity Council Chambers 21 April-12 September - 24October 2017-Estimated	£23.61	DDR
	NatWest Bank	Bank Charges	£18.06	DDR
		<b>Total cost of payments (excluding Sefton area partnerships)</b>	<b>£6,082.25</b>	

**Summary of balances 31.10.17**

Current Account	£30,877.95
Reserve account	£102,479.68
Less Unpresented Cheques	-£5,369.29
Less Uncredited Funds	£0.00
Funds Available	<b>£127,988.34</b>

**6610 Casual Vacancy - Clerk**

Official notification of resignation of Mrs C Forrest from the position of Councillor as of 10 October 2017  
The Parish Cllrs would like to thank Mrs Forrest for all her dedicated work over the years with particular reference to the effort and commitment as an active member of the park committee.

The casual vacancy as a result of the resignation of Mrs C Forrest has not drawn any requests from the electorate for a by-election after the statutory period of notification.

It was resolved to consider applications for the fulfilment of the current casual vacancy, at each and every Parish Council meeting until which time the vacancy is filled.

Clerk gave an update on actions taken to encourage the local community to engage with Parish Council business with the prospect of becoming a Parish Councillor.

**6611 Civic Service - Clerk**

*St Giles Church Aintree Lane Sunday 14th January 2018 at 3pm followed by refreshments in St Giles church hall.*

It was resolved that Cllr J Colbert would approach Aintree Racecourse with regard to sponsorship for the civic service.

It was resolved to approach the local press with regard to the inclusion of an article in the local newspaper to advertise the civic service. Clerk to write article Cllr J Colbert to approach press.

It was noted that the administrator of the Aintree Village community Facebook page was happy to promote this activity on the page. Clerk to keep him informed

It was noted that only one nomination so far had been received for consideration of a civic/community award. All applications will be considered and assigned at the Parish Council meeting in December 2017.

**6612 Maghull Town Council Testimonial for groundworks contract - Cllr S Gent**

It was resolved to accept the testimonial content, as below.

*Maghull Town Council's Grounds Maintenance team have been tending to our playing field, bowling green, extensive hedgerows and shrubbery for the last 20 months. We have been pleased with the quality and timeliness of the service we have been provided with during this time. We know that we are in safe hands with the experienced and well trained operatives, the health and safety of park users is we know always top of the agenda.*

*Clerk to issue to Maghull Town Council.*

**6613 Newsletter - Cllr M Carter**

It was resolved to agree the outlined format as presented, for the first newsletter - to be distributed February 2018

It was resolved that the current working party add article details to the agreed format in preparation for submission to a future Parish Council meeting for final editorial resolution, prior to publication and distribution.

**6614 Parish Plan - Cllr M Carter**

It was resolved that all Cllrs would critique the presented ideas and formulate objectives, as they sought for Aintree Village community, by submission to the Parish Plan Working Group in readiness for presentation at the next Parish Council meeting.

**6615 Ownership of land at the front of the three shopping areas of Aintree Village - Cllr G Harris (for information only)**

Cllr G Harris outlined the information which he had received as to the ownership of land in the vicinity of the shopping complexes within Aintree Village

**6616 Campaign for the Protection of Rural England.(CPRE) - Clerk**

It was resolved to support CPRE to the value of £64, as the council had made a donation of £36 earlier in the year as way of an annual subscription.

**6617 Past Chairman pins - Clerk**

It was resolved to carry this item forward to the next meeting.

Cllr J Colbert to approach an alternative supplier (other than Fattorini) for badge costs.

**6618 Christmas tree - Cllr J Colbert**

It was resolved not to purchase and erect a Christmas tree this 2017 Christmas season

**6619 Park & safety issues**

The Clerk gave an update on park issues including but not exclusively

F Boyle to apply anti vandal paint on perimeter fences to bowling green area.

Weekly waste collection, by Sefton Council waste services to start before the end of the month and skip removal to coordinate with start of new contract.

Fire Risk Assessment recommendations to be undertaken, including the replacement of the chambers rear door. The Clerk reported that she had contacted a number of local suppliers and only two were able to supply a fire door ( push handle escape), the least expensive estimate being £980 (standard fire door fitted). It was resolved to accept this estimate whilst recognising that the cost may change, within reason, once a full assessment of size and fit was undertaken.

The Clerk reported that the tennis courts have now been closed for the winter months.

The Clerk reported that she had purchased a number of padlocks, as agreed by the park committee, to update and extend the master padlock system throughout the park. Most locks have now been changed and replacement keys issues to all key persons/organisations with only a few still to issue.

Clerk and F Boyle are to organise a meeting to reflect on the signage requirements (including wording) for the park area, after which additional signs and notices will be displayed in the park

**6620**

**Planning**

App No 2037 - 4 Aintree Lane L10 2JN

Erection of a single storey extension to the side of the dwellinghouse - Noted

App No 1937 - 6 Topham Drive L9 5AY

Variation of Condition 2 (to revise approved plans) and the removal of Condition 6 (pedestrian footway improvements) pursuant to planning permission DC/2015/00714 approved 30/09/2015 - Noted

App No 1930 - 2 Valley Close L10 8JJ

Erection of the boundary wall following demolition of existing - Noted

App No 1931 - 2 Valley Close L10 8JJ

Listed Building Consent for the erection of the boundary wall following demolition of existing - Noted

App No 1904 - 77 Wango Lane L10 8JQ

Prior approval submission for a proposed rear extension projecting 3.150 metres from the rear wall of the original dwellinghouse with a height of 2.38 metres at the eaves and a MAXIMUM height of 3.65 metres at the pitch (Valid on 11/10/2017) - Noted

App No 1863 - 50 Aintree Lane L10 2JN

Erection of a single storey extension with roof lantern to the rear of the dwellinghouse following the demolition of existing conservatory (Retrospective Application) Open for Comment - Noted

App No 1903 - 23 Eaton Drive L10 2JY

Prior approval submission for a proposed rear extension projecting 6 metres from the rear wall of the original dwellinghouse with a height of 2.370 metres at the eaves and a MAXIMUM height of 3.900 metres at the pitch (Valid on 09/10/2017) - Noted

App No 1857 - 27 Ellesmere Drive L10 2JP

Erection of single storey extensions to the side and rear, a porch to the front and conversion of the existing garage into habitable space - Noted

App No 1860 - 2 Denstone Avenue L10 6LH

Erection of a dormer extension to the rear of the dwellinghouse and alteration of roof from hipped end to gable - Noted

**6621**

**Correspondence (for information only)**

Complementary letter in the Champion Newspaper Wednesday 25 October edition

Complementary comments on the Website

Training schedule 2018 - LALC - Circulated

CPRE upcoming events - Circulated

Sefton MBC - Local plan - Brownfield site registration - Circulated

**6622**

**Date of next meeting**

Monday 18 December 2017

The meeting closed at 10.50pm

Standing Orders having been waived in order to complete the business.

Minutes 6603 to 6622 received as a correct record on 18 December 2017

.....  
Chairman

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**Update on matters arising from minutes (for information only)**

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