

Aintree Village Parish Council

At the Annual Meeting of the Parish Council held on 11 May 2009 at 7.00pm
the following Parish Councillors were present:

G Downey (Chairman)
T Baldwin, R Barber, M Carroll, M Duggan,
F Forrest, L Green, C Mitchell, G Payne and M Varney

4862 Election of Chairman for the Parish Council Year 2009/2010

Councillor Carole Mitchell was elected Chairman for the 2009/2010 Parish Council year, signed the Declaration of Acceptance of Office and took the Chair.

Councillor Carole Mitchell in the chair

Councillor Mitchell thanked Parish Councillors for electing her as Chairman and prior to continuing with the meeting, she requested Parish Councillors to abide by the rules of procedure at meetings to ensure the smooth transition of debate and decision making.

She further requested Parish Councillors not to place minor items on the agenda but instead to deal with minor issues direct with the appropriate departments/organisations and/or to seek the Clerk's advice between meetings, again to ensure that Parish Councillors' valuable time at meetings is used productively and the Parish Council's business is carried out efficiently and effectively.

4863 Vote of thanks to the Retiring Chairman

The Parish Council unanimously thanked Councillor Godfrey Downey for his excellent year of service as Chairman and agreed to place on record its sincere thanks and appreciation to him for his services as Chairman in 2008/2009.

4864 Election of Vice Chairman for the Parish Council Year 2009/2010

Councillor Terry Baldwin was elected Vice Chairman for the 2009/2010 Parish Council year.

4865 Declarations of interest

The Chairman reminded Parish Councillors that they should declare any interests they may have;

Councillor Mitchell declared her interest in the payment for cheque number 5159 and the consideration of the Chairman's allowance under agenda item 4868; Councillor Forrest declared an interest in the review of the Internal Auditor's fee under agenda item 4869.

4866 Apologies for absence

There were no apologies for absence.

4867 Cheque signatories

The Parish Council agreed that Parish Councillors Baldwin, Downey and Forrest and the Clerk be authorised to sign cheques and other bank requirements for the 2009/2010 Parish Council year.

4868 Review of the Chairman's Allowance for 2009/2010

The Parish Council agreed that

- 1) the allowance be set at £620 for 2009/2010 with a reserve of £250
- 2) the cost of the Civic Service would not be a charge on the allowance

- 3) in future, the Chairman will be responsible for the cost of the wreath for Remembrance Sunday supplied by the Aintree Royal British Legion
- 4) approval be given to the payment of the first half of the Chairman's allowance.

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The Chairman Councillor Mitchell declared an interest in this item, vacated the chair and did not take part in the discussion or decision; the Vice Chairman Councillor Baldwin took the chair for this item.

4869 Review of the Internal Auditor's Fee for 2009/2010

The Parish Council agreed that the Internal Auditor's fee for 2009/2010 be set at £300.

Councillor Forrest having earlier declared an interest took no part in the discussion or decision for this item.

4870 Representatives on Outside Bodies

Parish Councillors were appointed as follows:

- 1) Merseyside Association of Local Councils
Councillors Baldwin and Downey
- 2) Sefton Partnership of Local Councils
Councillors Downey, Mitchell and Varney
- 3) Aintree Youth Centre
Councillors Carroll, Payne and Green
- 4) Merseytravel Advisory Panel (Sefton area)
Councillors Downey and Green
- 5) Sefton East Parishes Area Committee
Councillor Baldwin
- 6) Altside Business Village Partnership

Councillors Payne and Green

4871 Park Committee and Press Officers for 2009/2010

Parish Councillors were appointed as follows:

- 1) Park Committee: Councillors Baldwin, Duggan, Green and Mitchell
- 2) Press Officers: Councillors Baldwin and Mitchell.

4872 Minutes of the Parish and ordinary meetings held on 27 April 2008

Subject to a minor amendment, the Parish Council agreed that

- 1) *the minutes be received as correct records and the Chairman be authorised to sign them*
- 2) *the proposed bowling match with Aintree Harrow Bowling Club be held on either 1, 8 or 15 August 2009 at 1.00pm*
- 3) *the Clerk be requested to check the booking for the bowling green on 18 July 2009.*

4873 Disposal of business from the last meeting

The Parish Council considered the following items deferred from the last meeting and agreed the decisions shown:

	Details	Decision
1	Value of the Parish Meeting	Agreed not to seek the abandonment of the Parish Meeting
2	Community Cohesion Week 22/26 June 2009	Agreed that much was already being done but a suggestion was made to supply pots with flowers to elderly people
3	Tesco vehicles around the Parish	Noted that the Clerk had referred this

		matter to the Ward Councillors
4	Ponding in School Lane by mini roundabout	Noted that the Clerk had referred this matter to the Ward Councillors

4874 Clerk's action

The Parish Council noted the following action taken by the Clerk since the last meeting:

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	Details
1	Replied to a letter from Mr M Bleasdale
2	Wrote to Ward Councillors regarding Tesco vehicles around the Parish
3	Wrote to Ward Councillors regarding ponding in School Lane by mini roundabout
4	Wrote to United Utilities regarding site area charging
5	Agreed free use of football pitch for the Over The Hill Mob to play a naval team on 6 May 2009 but declined a similar request for 27 May 2009

4875 Park and safety issues

The Parish Council considered the following item and agreed the decision shown:

	Details	Decision
1	Review of the snack bar catering facility	Agreed that it would be beneficial if the facility could be open during the summer; further agreed that as the Aintree Initiative Group had agreed to provide the service with an initial grant from the Parish Council, the group be asked what the current position is regarding the group

4876 Financial matters

The Parish Council agreed that the following payments were lawfully payable under the General Powers of the Parish Council and Open Space legislation and consequently that the following payments be made:

Payee	Details	Amount £-p
	Cheque no/ Payment method	
	1	
HMR&C Tax/NI May 2009		1,185.37
	5158 2	
C Mitchell Vacuum cleaner/mop/bucket		30.48
	5159 3	

K Ellis Refreshments	5160 4	5.17
LALC New Councillors' Workshop fees – Councillors Barber and Carroll	5161 5	60.00
R G Harris Expenses – telephone system and postage	5162 6	59.63
Petty cash Petty cash	5163 7	108.72
Turners Parts	5164 8	54.74
A Harrold Mileage for two months	5165 9	46.90
ASDA Fuel	DD 10	36.59
Saunders Wall construction	5166 11	975.00
PBW Paving etc	5167 10	4,980.00
C Mitchell First half of Chairman's allowance	5168 11	310.00
D Evans First half of Internal Audit fee	5169	150.00

Having earlier declared her interest in the payment for cheque number 5159, Councillor Mitchell declared a further interest in the payment for cheque number 5168 vacated the chair and took no part in the discussion or decision for those payments; the Vice Chairman Councillor Baldwin took the chair for those items

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4877 Audit of accounts, 2008/2009

The RFO reported that

- a) the Annual Return for 2008/2009 had been completed and the documents required by the external auditor had been compiled
- b) the Parish Council now had to consider and approve the Annual Return and to record such approval in the minutes after considering and approving the following elements of the return:
 - the statement of account (section 1) as submitted
 - the brief explanations of significant variations in expenditure and income from 2007/2008 to 2008/2009 as submitted
 - its annual governance statement (section 2)
- c) the Parish Council was also required to carry out a review of the effectiveness of its internal audit system as part of its annual governance statement.

After

- considering the statement of account and the brief explanations of significant variations in expenditure and income from 2007/2008 to 2008/2009
- considering its annual governance statement
- carrying out a review of the effectiveness of its internal audit system

the Parish Council agreed that

- 1) the statement of account as submitted be approved
- 2) the brief explanations of significant variations in expenditure and income from 2007/2008 to 2008/2009 as submitted be approved
- 3) it had complied with the nine requirements in the annual governance statement and so it be completed by answering 'yes' to questions 1 to 8 and not applicable for the trust and charitable fund disclosure note
- 4) it is satisfied that it has a robust and effective system of internal audit in relation to independence, competence, relationships with the Clerk and Parish Councillors, audit planning, audit scope and audit reporting due to
 - the internal auditor's distinct independence from the Parish Council and residing outside the Parish
 - the internal auditor having the necessary skills, ability and knowledge of public authorities to enable him to objectively carry out internal audits and make recommendations on issues arising
 - the internal auditor having no significant relationships with the Clerk and Parish Councillors
 - the audit planning consisting of at least three internal audits being carried out each financial year

- the scope of the audit being in line with the Audit Commission's document entitled 'Statement of responsibilities of local councils and their auditors', letter received from the Lancashire Association of Parish and Town Councils headed 'Governance and accountability in local councils in England and Wales – an update', draft documents 'Annual report by an internal auditor' and a 'Suggested approach to internal audit testing which were given to the internal auditor when he was appointed on 3 July 2002
- internal audit reports being submitted to the Parish Council and then appearing in the minutes with appropriate action plans to comply with

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the internal auditor's recommendations, such action plans being reviewed at the following meeting to ensure compliance

- 5) the Annual Return for 2008/2009 as submitted be approved
- 6) the Chairman, Clerk or RFO be authorised to sign the required returns as appropriate.

4878 Correspondence

The Parish Council considered the following items of correspondence and agreed the decisions shown:

	Details	Decision
1	LALC: new car mileage rates from 1 April 2009	Agreed that the new rates be implemented and further that the Clerk be requested to check if an allowance is given for passengers
2	LALC: Lancashire and Merseyside Calor Village of the year 2009	Noted
3	LALC: Planning workshop on 25 June 2009	Noted
4	LALC: Power of Well-being workshop on 9 July 2009	Noted
5	Mr M Bleasdale: funding of proposed flower beds	Letter and Clerk's response noted

4879 General matters

The Parish Council considered the following general matters and agreed the decisions shown:

	Details	Decision
1	Review of the web site; the Parish Council agreed to consider this matter at this meeting	Agreed that the web site was functioning very well and that it should continue
2	Alternative names and styles for Parish Councils	Agreed no change of title for the Parish Council
3	Parish Plan	Agreed that a sub group consisting of Councillors Baldwin, Barber, Carroll, Duggan and Payne be requested to consider this matter and if possible, to report to the next meeting
4	Condition of footpath across the racecourse	Agreed to await any comments from users
5	In April 2009: 1) 186 people accessed the web site; 87 from the UK, 46 from the USA, 2	Noted

	<p>from Australia, 1 from Austria, 1 from Bulgaria, 1 from Canada and 38 unknown</p> <p>2) they visited the site 197 times and accessed 1,203 pages</p>	
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4880 Vacancy for a Parish Councillor

The Parish Council considered the vacancy but no nominations were made.

4881 Planning matters

The Parish Council considered and noted the following planning matters:

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Application number	Details
1 0197	Approval for extension – 26 School Lane
2 0205	Approval for canopy – Holy Rosary School
3 0225	Approval for extension – 6 Wellington Close
4 0227	Approval for extension – 2 Sefton Drive
5 0296	Application for extension – 1 Bull Bridge Lane

4882 Chairman's communications

The Chairman reported that she would be attending the installations of the Mayors of Maghull and Sefton on 13 and 14 May 2009 respectively.

4883 Any other business

Items for the next meeting:

1. Derelict state of flower beds on Ormskirk Road (Councillor Varney)
2. Progress report on the water supply in Bleasdale Avenue (Councillor Baldwin)
3. Outcomes from the Area Committee to be held on 22 May 2009 (Councillor Baldwin)

4884 Press relations

No issues were raised.

4885 Dates of next meetings

The Parish Council noted the following schedule of meetings, all to commence at 7.00pm:

- 22 June 2009
- 27 July 2009
- 24 August 2009
- 28 September 2009
- 26 October 2009
- 23 November 2009
- 14 December 2009

The meeting closed at 8.55pm

Minutes 4862 to 4885 received as a correct record on 22 June 2009

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Chairman