

## AINTREE VILLAGE PARISH COUNCIL

From: The Clerk (526 8866)

To: Parish Councillors

8 December 2009

There will be a meeting of the Parish Council on Monday 14 December 2009 at 7.00pm in the Assembly Room; I hope you will be able to attend but apologies may be given to me in writing or by telephone.

There will be an open forum prior to the commencement of the formal business during which the public may petition the Parish Council.

There will be a light buffet at the conclusion of the meeting to which you may bring a guest.

### Agenda

#### 4985 Declarations of interest

#### 4986 Apologies for absence

#### 4987 P Carlton; resignation from the Parish Council

To receive Councillor P Carlton's resignation submitted on 29 November 2009

#### 4988 Minutes of the meeting held on 23 November 2009

To:

- 1) receive the minutes as a correct record; please see attached on green paper
- 2) authorise the Chairman to sign the minutes
- 3) consider any progress reports arising from the minutes

#### 4989 Park and safety issues

To consider the following matters:

	Item
1	Playbuilder grant; outcome of meeting on 30 November 2009 with prospective contractor

#### 4990 Financial matters

To consider

- 1) the process for the 2010/11 budget and precept; for 2009/10, the Parish Council approved these on 26 January 2009
- 2) the following amendment to the Clerk's delegated powers and the Parish Council's financial regulations:
  - 'Due to the change to monthly meetings, the Clerk be delegated the power to authorise the payment of any invoice which the RFO deems should be paid between meetings to comply with conditions agreed with the Parish Council's creditors, or for such reasons as being acutely outstanding; any such payments must still appear in the list of payments at the following meeting'
- 3) the following invoices for payment:

	Payee	Details	Amount £-p	Cheque no/ payment method
1	Aitkens	Fungicide/fertiliser/line marker	342.55	5260
2	HMR & C	Tax/NI, December 2009	1,233.65	5261

3	NatWest Autopay	Salaries/wages, December 2009	4,257.13	DD
4	Plymol (RBS Finance)	New Parish Council flag	371.45	5262
5	Asda	Fuel, November 2009	21.14	DD
6	K Ellis	Refreshments/stamps	9.86	5263
7	R G Harris	Staff gifts/refreshments/stamps	102.61	5264

4) the budget monitoring report for November 2009; please see attached 4990 (1) on buff paper.

#### **4991 Correspondence**

To consider the following:

Details	
1	Inspector I Pilling; Parish Council's letter passed to Chief Inspector Ellison

#### **4992 General matters**

To consider the following general matters raised by a Parish Councillor and the Clerk:

Details	
1	Village Inn; outcome of application for extension of hours (Councillor Baldwin)
4	Web site (Clerk) To note that in November 2009: 1) 179 people accessed the web site; 100 from the UK, 30 from the USA, 4 from Ireland, 2 from France, 2 from Australia and 1 from New Zealand with 40 unknown 2) they visited the site 187 times and viewed 921 pages 3)

#### **4993 Planning matters**

To consider the following:

	<u>Application Number</u>	<u>Details</u>
1	S/2009/0878	191 Altway, Aintree; advertisement consent for the display of a non-illuminated shopping centre sign at the first floor level
2	S/2009/0964	Aintree Health Centre, 243 Oriel Drive; non-material amendment to application S/2008/0816 approved on 12 December 2009 to exchange car parking space 14 with planter and a new 1.8 metre high mesh fence with double car gate and pedestrian gate to the leased boundary
3	S/2009/0988	2 Oriel Drive; application for the erection of a conservatory to the rear
4	S/2009/0917	Unit 9B Topham Drive; advertisement consent for the display of one non-illuminated fascia sign on the front elevation and one internally illuminated fascia sign on the rear elevation of the premises
5	S/2009/0997	39 Aintree Lane; application for the erection of a single storey extension incorporating a porch at the front

#### **4994 Parish Plan**

To consider the report of the Parish Plan Sub Group; please see attached on white paper marked 4994

**4995 Vacancy for a Parish Councillor**

To consider co-option

**4996 Chairman's communications**

**4997 Any other business**

**4998 Press relations**

**4999 Dates of next meetings**

To note the following meetings in 2010, all to commence at 7.00pm:

25 January

22 February

29 March

26 April Annual Parish Meeting followed by a Parish Council meeting

17 May Annual Meeting

21 June

26 July

23 August

27 September

25 October

22 November

13 December

### **Aintree Village Parish Council**

At a meeting of the Parish Council held on 23 November 2009 at 7.00pm  
the following Parish Councillors were present:

Councillor C Mitchell (Chairman)  
T J Baldwin, R Barber, M Carroll, G Downey, M Duggan, L Green, G Payne and G Povey

#### **4968 (b) 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 of cheques 5245 and 5252 and Councillor Downey declared his interest in the payment of cheque 5244.

#### **4969 Apologies for absence**

An apology for absence was received from Councillor F Forrest.

#### **4970 Minutes of the meeting held on 26 October 2009**

The Parish Council agreed that the minutes be received as a correct record and the Chairman be authorised to sign them. There were no matters arising.

#### **4971 Disposal of business from the last meeting**

	Details	Decision
1	Altside Business Village Partnership; minutes of the last meeting	Noted
2	LALC Code of Conduct workshop on 4 February 2010; £20 per place	Agreed that Councillors Baldwin, Carroll, Povey and Mitchell be requested to attend and that travelling and subsistence allowances be paid in accordance with the Parish Council's scheme in connection with attendance at this event
3	Maghull High School; consultation on feasibility of becoming a Foundation School	Agreed that support be given

#### **4972 Clerk's action**

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

	Details
1	Asked the Secretary of State for Health to give consideration to an NHS drop in centre in Aintree Village
2	Agreed to the closure of the footpath across the racecourse from 5pm on Saturday 21 November until 5pm on Sunday 22 November 2009; noted that Councillor Baldwin would represent the Parish Council at a residents' meeting on 9 December 2009 called by the Aintree Racecourse Company relating to the Grand National meeting
3	Denied request from Aintree Harrow Bowling Club for the bowling green to be kept open until 30 September 2010
4	Placed urgent order to Cottrells for hard wire and portable appliance testing

#### **4973 Park and safety issues**

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

	Details	Decision
1	Playbuilder grant; Councillors Baldwin, Mitchell and Povey reported on the meeting that they had attended and submitted possible designs	Agreed that Councillors Baldwin, Mitchell and Povey be thanked for their very proactive action in this matter and the designs as submitted be agreed for the next stage of the process; it was noted that a requirement of a grant was that a consultation exercise of relevant stakeholders would need to be undertaken
2	Park Committee; notes of the meeting held on 12 November 2009	Noted
3	Purchase of a new Parish Council flag; £323 plus VAT for existing design or £413 plus VAT for design with coloured logo on white background	Agreed that a new flag be purchased at a cost of £323 plus VAT; however, if the flag can be produced with the logo in yellow on a green background at no more than £413 plus VAT, then that option be agreed
4	Harrogate Show, 19/20 January 2010; Head Groundsperson's attendance	Agreed that Mr Atherton could attend and that up to £100 be agreed for his travelling/subsistence expenses
5	Sunday user The Falcon FC resigned from their league	Noted

#### **4974 Financial matters**

##### The Parish Council

- 1) agreed that the Clerk be requested to submit a draft policy on possible urgent payments between meetings for the Parish Council's consideration at the next meeting
- 2) agreed that in accordance with its powers under section 137 of the Local Government Act 1972, it should incur the following expenditure which in the Parish Council's opinion is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: £100 grant to Merseyside Police to fund a Victims of Crime Christmas Party
- 3) agreed that a request for a section 137 grant from Merseyside Police for The Hope Centre be regrettably declined due to lack of funds
- 4) agreed that a request for a section 137 grant of £300 from the 2<sup>nd</sup> Sefton East Scout Group to purchase new badges be regrettably declined due to lack of funds
- 5) agreed that a request for a section 137 grant request for a section 137 grant from The Northwest Air Ambulance be regrettably declined due to lack of funds
- 6) 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	Ormskirk Oils	Gas oil September 2009	148.52	5243
2	Scottish Power	Electricity usage; bowls pavilion June/ September 2009	32.33	DD
3	G Downey	Mileage/parking fee	63.52	5244
4	C Mitchell	2 x Civic Award gifts/flowers	70.48	5245
5	Euphony	October calls	6.53	DD
6	Netsolva	Website; November 2009	45.00	SO
7	Natwest	Bank charges re Autopay	10.00	DD
8	Handscon	Quarterly monitoring and review report	316.06	5246

9	M Chambers	Sign writing; Chairmen and Civic Award boards	60.00	5247
10	Natwest Autopay	Salaries and wages November 2009	4,227.86	DD
11	HMR&C	Tax/NI November 2009	1,069.06	5248
12	Asda	Fuel usage October 2009	40.72	DD
13	Natwest	Bank charges	25.98	DD
9	Kirkby Skips	Skip hire 22 October 2009	138.00	5249
10	L Ferrie	Mileage for locking park September/October 2009	15.63	5250
11	Arco	Gloves £10.58/boots £113.09/jacket £59.39/padlock £49.89	232.95	5251
12	C Mitchell	Second half of Chairman's allowance	310.00	5252
13	D Evans	Second half of internal audit fee	150.00	5253
14	Arvato Government Services (Sefton) Ltd	CRB check L Ferrie; replacing cheque 5237 made out in error to Sefton Council	79.78	5254
15	R Atherton	Petty cash	61.21	5255
16	R Atherton	Reimbursement for payment of fencing	245.30	5256
17	Merseyside Police	Section 137 grant	100.00	5257
18	Lancashire and Merseyside County Training Partnership	Fee for Councillors Baldwin, Carroll and Povey to attend Code of Conduct event on 4 February 2010	60.00	5258
19	Lancashire and Merseyside County Training Partnership	Fee for Councillor Mitchell to attend Code of Conduct event on 4 February 2010	20.00	5259

*Having earlier declared her interest in the payment of cheque numbers 5245 and 5252, Councillor Mitchell vacated the chair and took no part in the discussion or payment for those payments; the Vice Chair Councillor Baldwin took the chair for those payments; having earlier declared his interest in the payment of cheque 5244, Councillor Downey took no part in the discussion or decision for that payment*

- 7) considered and noted the following budget statement for October 2009; in doing so, the Parish Council noted that the effective balance was £113,824 due to provision being made for the committed section 137 grant of £3,600 and that the effective balance would reduce further to £62,066 should the Parish Council spend exactly the remaining expenditure balance of £51,758; further, that pence figures did not appear for ease of reading so totals would not necessarily balance:

#### **Expenditure**

<u>Budget head</u>	2009/2010 budget £	Seven months' expenditure £	Balance £
1. Alside Business Village	2,500	2,500	0
2. Bank charges	500	183	317
3. Capital expenditure	59,560	55,975	3,585
4. Loan repayments	14,200	7,099	7,101
5. Mileage	500	295	205

6. Sundry expenses	15,400	10,602	4,798
7. General park expenses	7,020	3,310	3,710
8. Maintenance expenses park	10,000	6,492	3,508
9. Section 137 grants	1,000	625	375
10. Utilities	3,000	2,312	688
11. Salaries/wages	68,000	40,561	27,439
Totals	£181,680	£129,955	£51,758

### Income

	2009/2010 income £	Seven months' income £	Balance £
12. Bank interest	200	0	-200
13. Bowls	400	522	+122
14. Donations/refunds	20	26	+6
15. Football	600	739	+139
16. Sefton Council Double Rating	13,450	16,774	+3,324
17. Precept	125,000	125,000	0
18. VAT collected from receipts	-	271	+271
19. VAT refunded	-	716	+716
20. Area Committee contribution and sundry receipts	3,860	4,441	+581
Totals	£143,530	£148,489	+£4,959

After taking account of unrepresented cheques, the Parish Council had cash in hand at October 2009 of £117,424 as follows: 31

- £25,250 – current account
- £92,074 – capital reserve account
- £100 – petty cash

### 4975 Correspondence

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

	Details	Decision
1	Inspector Booth; attendance at a Parish Council meeting	Noted that Inspector Booth unable to attend.
2	Sefton Council; electoral cycle, consultation on one third/whole council election review	Agreed that Councillors Baldwin, Payne and Povey be requested to review this matter and they be authorised to submit comments on the Parish Council's behalf
3	Sefton Council; Rural Economic Strategy presentation 3 December 2009 at 11.00am	Agreed that Councillor Baldwin be requested to represent the Parish Council and that travelling and subsistence allowances be paid in accordance with the Parish Council's scheme in connection with attendance at this event

**4976 General matters**

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

	Details	Decision
1	Outcomes of Area Committee meeting on 12 November 2009; Councillor Baldwin briefed Parish Councillors on the following significant issues which had been discussed: increased burglaries/theft from cars/robberies with violence, manning levels down and Home Office grant of £19,000 received for 'smart water'	Agreed that a letter be sent to Sefton Area Commander Chief Superintendent Pilling expressing the Parish Council's concerns about manning levels and resources in Aintree Village compared to other areas
2	Leukaemia Trust Fund Annual Carol Service on 3 December 2009 at 7.30pm	Noted that the Chairman would be representing the Parish Council
3	Former Paradox site for sale	Noted
4	Web site (Clerk) To note that in October 2009: 4) 221 people accessed the web site; 140 from the UK, 37 from the USA, 1 from Italy, 1 from the Netherlands with 42 unknown 5) they visited the site 240 times and viewed 1,434 pages	Noted

**4977 Planning matters**

The Parish Council considered and noted the following planning matters:

	Application number	Details
1	0917	Application for advertisement; Unit 9B Topham Drive
2	0800	Approval for extension; 122 Oriel Drive
3	0877	Application for advertisement; 1 Altway
4	0878	Application for advertisement; 191 Altway
5	0661	Withdrawn application; conversion into two dwellings, 97 Sherwoods Lane

**4978 Parish Plan**

The Parish Council considered the Parish Plan Sub Group's second report and after noting that the sub group would meet again on 30 November 2009, agreed that

- 1) the sub group members be thanked for their report and enthusiasm for this project
- 2) Parish Councillors be encouraged to attend the sub group's meeting on 30 November 2009 when a representative of Sefton Council would be attending and also Councillor D Russell of Lydiate Parish Council regarding a possible community hall.

**4979 Vacancy for a Parish Councillor**

No nominations were made.

**4980 Chairman's communications**

The Chairman thanked everybody concerned for the excellent and well attended Civic Service which many people had commented was the best for many years; the offertory had amounted to £259.80

and had been donated to Aintree Volunteers. The Clerk submitted letters of thanks from Civic Award winners Eddie Caldwell and George Sands.

**4981 Any other business**

There was no other business.

**4982 Press relations**

No issues were raised.

**4983 Dates of next meetings**

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

14 December 2009

2010

25 January

22 February

29 March

26 April Annual Parish Meeting followed by a Parish Council meeting

17 May Annual Meeting

21 June 2009

26 July 2009

23 August

27 September

25 October

22 November

13 December

*Due to the confidential nature of the following business, the public and press were excluded from the meeting for the item*

**Confidential item**

**4984 Minute deemed confidential and not for publication**

The meeting closed at 8.45pm

Minutes 4969 to 4984 received as a correct record on 14 December 2009

.....  
Chairman

**Aintree Village Parish Council  
November 2009 budget monitoring report**

**Expenditure**

<u>Budget head</u>	2009/2010 budget £	Eight months' expenditure £	Balance  £
18. Altside Business Village	2,500	2,500	0
19. Bank charges	500	219	281
20. Capital expenditure	59,560	55,975	3,585
21. Loan repayments	14,200	7,099	7,101
22. Mileage	500	375	125
23. Sundry expenses	15,400	11,308	4,092
24. General park expenses	7,020	3,868	3,152
25. Maintenance expenses park	10,000	7,087	2,913
26. Section 137 grants	1,000	725	275
27. Utilities	3,000	2,318	682
28. Salaries/wages	68,000	45,858	22,142
Totals	£181,680	137,332	44,348

**Income**

	2009/2010 income £	Eight months' income £	Balance  £
29. Bank interest	200	0	-200
30. Bowls	400	522	+122
31. Donations/refunds	20	26	+6
32. Football	600	739	+139
33. Sefton Council double rating	13,450	16,774	+3,324
34. Precept	125,000	125,000	0
18. VAT collected from receipts	-	271	+271
19. VAT refunded	-	716	+716
20. Area Committee contribution and sundry receipts	3,860	4,441	+581
Totals	£143,530	£148,489	+£4,959

After taking account of un-presented cheques of £1,984, the Parish Council had cash in hand at 30 November 2009 of £109,928 as follows:

- £17,754 – current account

- £92,074 – capital reserve account
- £100 – petty cash

However, the effective balance is £106,328 due to provision being made for the committed section 137 grant of £3,600. The effective balance reduces further to £61,980 should the Parish Council spend exactly the remaining expenditure balance of £44,348.

Pence figures did not appear for ease of reading so totals will not necessarily balance.

**4994**

## **AINTREE VILLAGE PARISH COUNCIL**

### **Presentation to Aintree Village Parish Council 'Parish Plan Steering Group' on 30 November 2009 at 7.00pm**

Present: Cllr Russell Barber, Cllr Mal Carroll, Cllr Geoff Payne, Cllr Ged Povey and Cllr Dave Russell of Lydiate Parish Council

Apologies: Cllr Terry Baldwin and Cllr Len Green

#### **1. Presentation**

Cllr Dave Russell kindly accepted our offer to present a report on how Lydiate Parish Council formulated a plan for the construction of the new Lydiate Community Centre to be built on the grounds of the old centre that was demolished in 1996.

Dave informed the steering group that their plan was based on the following key criteria:

- a) planning
- b) publicity
- c) performance

Dave discussed all aspects of their plan from initial consultation stage to the final construction stage; the centre is now due to be completed in January 2010.

#### **2. Conclusion**

The steering group was most impressed with Dave's presentation and have taken note that such projects are not realised 'overnight'. Constant consultation with residents, local elected members and Sefton Council, including regular focus groups to gain feedback from the community throughout the whole process from 'inception' to 'completion' are vital and would be vital if Aintree Village Parish Council wished in the future to undertake a project of this scale.

The presentation finished at 8.15pm and the steering group thanked Dave for his excellent and very informative presentation.

#### **3. Date of next steering group meeting**

January 2010, date to be confirmed