

AINTREE VILLAGE PARISH COUNCIL

From: The Clerk (526 8866)

To: Parish Councillors

10 March 2009

There will be a meeting of the Parish Council on Monday 16 March 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.

Agenda

4829 Declarations of interest

4830 Apologies for absence

4831 Resignation of the Vice Chair

To

1. receive the resignation of Councillor T Baldwin as Vice Chair of the Parish Council
2. consider appointing to the vacancy

4832 Minutes of the meeting held on 23 February 2009

To:

1. receive the minutes as a correct record
2. authorise the Chairman to sign the minutes
3. consider any progress reports arising from the minutes

4833 Disposal of business from the last meeting

	Details
1	Traffic issues at the Manhattan public house/B & Q junction with Ormskirk Road
2	Councillor Payne's report on CPRE meeting

4834 Clerk's action

To note the following actions taken since the last meeting:

	Details
1	Reported the poor condition of Aintree Lane from its junction with Ormskirk Road to St Giles Church
2	Reported litter at Old Roan Station, including in the fenced former ticket office area
3	Reported sunken grid in Heysham Road
4	Reported poor condition of traffic humps
5	Sent the Parish Council's apologies for Sefton Rights of Way meeting on 12 March 2009
6	Reported illegal advertising along Ormskirk Road
7	Wrote to Sefton Council regarding the Parish Council's request to enlarge the keep clear junction, Aintree Lane/Mostyn Avenue

4835 Park and safety issues

To consider the following matters:

	Item
1	Minutes of the Park Committee held on 5 March 2009; please see attached marked 4835 (1)
2	Quotations for the improvement of the park's facilities: Yates Playgrounds i) five tri-tables: £1,020 each ii) two bench seats with arms: £910 each

	iii) major improvements to the hard play area: £31,800 iv) rebound wall: £,3580 v) coloured top around the court perimeter: £1,970 vi) removal of top steel railings and extension of fencing at £4,640 Safe and Sound Various at a total cost of £55,000 <p style="text-align: center;">VAT is not included</p>
3	Park Committee: fitting of a gate near assembly rooms
4	Park Committee: rotovator quotes for soak away and nursery bed
5	Aintree Harrow Bowling Club: three applications to use the bowling green for the 2009 summer season
6	Brian Buckley: boiler and other signed compliance certificates

4836 Financial matters

To consider

- 1) the following invoices for payment:

	Payee	Details	Amount £-p	Cheque no/ payment method
1	Netsolva	Website	45.00	DD
2	United Utilities	Water charges November 2008/February 2009	77.74	5125
3	ICS	Cleaning materials	66.33	5126
4	ASDA	Fuel – February 2009	17.43	DD
5	HMR&C	Tax/NI March 2009	1,182.39	5127
6	NatWest Autopay	Wages 6 March 2009	3,929.18	DD
7	Kirkby Skips	Skip hire 25 February 2009	138.00	5128
8	Viking Direct	Cash book/paper	36.51	5129
9	Brian Buckley	Boiler maintenance and certificates	933.80	5130
10	R G Harris	Re-issue of claim to replace lost cheque No 5123 (now cancelled)	11.60	5131
11	R G Harris	Replacement computer mouse (£14.50) and balance for transport to Charity Dinner (£128)	142.50	5132
12	A Harrold	Mileage claim for locking park from June 2009 to present	187.84	5133
13	C Mitchell	Deposit for transport/cleaning materials	21.73	5134
14	NatWest	Monthly charges	13.05	DD
15	Handscon	Quarterly health and safety monitoring review	274.00	5135
16	Public Works Loan Board	Half yearly loan repayment	7,099.26	DD

- 2) the proposed expenditure and income budgets for 2009/2010; please see attached marked 4836 (2)
- 3) increasing the Head Groundsperson's petty cash limit from £40 to £100 due to the change to monthly meetings
- 4) the following orders:

Hulme Groundcare	Pitch renovations	£2,500
Turner groundcare	backpack blower	£331
	Jet wash	£139
Aitkens	Bowling green:	
	Fertiliser	£100
	Chemical	£80
	Seed	£120
CAS	200 kg seed	£500

4837 Correspondence

To consider the following:

	Details
1	Sefton Council: Aintree Lane repairs
2	Sefton Council: sunken grid in Heysham Road
3	Sefton Council: repair of speed humps
4	Sefton Council: non-inclusion of Ormskirk Road, Haileybury Avenue, Broomsgrove, Always and Oriel Drive in the 2009/2010 highway maintenance programme
5	Sefton Council: remarking of keep clear junction, Aintree Lane/Mostyn Avenue
6	Sefton Council: survey of planning enforcement services
7	Sefton Council: refusal to attend a Parish Council meeting to discuss Melling Road accident statistics
8	Sefton Council: refusal to attend a weekend site meeting to discuss enlarging the keep clear junction at the Aintree Lane/Mostyn Avenue junction and further allied correspondence
9	Sefton Council: potholes in Bradfield Avenue to be repaired
10	Liverpool City Council: World Heritage Site supplementary planning document
11	Merseyrail/Merseytravel re litter at Old Roan Station

4838 Conclusion of the Local Government Pay Settlement for 2008/2009

Confidential and not for publication

4839 General matters

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

	Details
1	Outcome of further footpath site meeting; Councillors Carlton and Payne
2	Proposed canal tow path community clean up, 26/29 March 2009; Clerk

4840 Vacancies for three Parish Councillors

To consider co-option

4841 Planning matters

To consider

- 1) letter from Knowsley Council regarding a planning application for the creation of a sports and nature park etc on the Fazakerley Playing Fields, Longmoor Lane, Liverpool L10 1LF
- 2) the following planning applications:

	<u>Application Number</u>	Details
1	0119	Retrospective application for conservatory – 3 Exeter Close
2	0147	Application for extension – 80 Aintree Lane
3	0096	Application for extension – 64 Shrewsbury Avenue

4842 Chairman's communications

4843 Any other business

4844 Press relations

4845 Dates of next meetings

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

27 April 2009 Annual Parish Meeting to be followed by a Parish Council meeting
11 May 2009 Annual General Meeting
22 June 2009
27 July 2009
24 August 2009
28 September 2009
26 October 2009
23 November 2009
14 December 2009

AINTREE VILLAGE PARISH COUNCIL

4835 (1)

Minutes of the Park Committee held on Thursday 5 March 2009 at 9.30am at
Harrow Drive Council Chamber and Aintree Playing Field

PRESENT: Cllr Carole Mitchell (**CM**) – Chair of Park Committee, Cllr Terry Baldwin (**TB**)
– Vice Chair of Park Committee, Cllr Len Green (**LG**) and Mr Robin Atherton (**RA**) –
Park Manager

APOLOGIES: Cllr F Forrest

1. MINUTES: Approved as a correct record.
2. MATTERS ARISING: LG re bulb planting; all are starting to bloom, RA hoped to plant more next autumn.
3. ISSUES FROM STAFF: 3.1 RA had no issues to bring from his staff. CM informed other committee members of the appointment of a new cleaner. RA to monitor the standard of work; all agreed she be informed by the Clerk that the position is subject to a three month trial.
3.2 RA requested his petty cash allowance be increased to £100 taking into consideration the Parish Council will soon be meeting only once a month. Park Committee agreed this with effect from 16 March 2009.
4. RA MONTHLY STAFF/WORK REPORT: Work schedules were reviewed and noted.
5. NURSERY BEDS/COMPOSTER: CM asked RA to start this project immediately; it was postponed due to flooding around bowling green. All agreed this could be finished in time for late spring planting; inspection after meeting.
6. SIX MONTH PLAN:

- **MARCH/APRIL** - Build up composter area, rotovate overgrown area after spraying.
Replace rotten handrails on pavilion, replace guttering on pavilion
- **MAY/JUNE** - Football field renovation, planting in flower beds
- **JULY/AUGUST** - General overall field, bowling green, beds and building maintenance.

7. AOB

7.1 TB asked about Andrew Harrold; RA feels we will leave at the end of this summer to pursue his career. The PC may need to consider advertising the weekend position again in time for the winter season. RA also suggested John Gordon will be leaving in approximately 18 months time and asked if the PC would consider at that time employing another full time member of staff.

7.2 RA re damage to bollard by meeting room after a car had hit it. He suggested we install a full gate which would have a centre pedestrian opening but still allowing access for skip lorry and emergency service vehicles. CM asked RA to get quotes for the work in time for the next the Parish Council meeting agenda.

7.3 RA asked for final football fixture dates for this season to enable him to book field renovations; CM will ask the Clerk to ask managers to contact Robin.

7.4 CM asked if the staff could try to reduce the amount of waste put in the skip to reduce the cost of its hire.

The meeting closed at 10.15am

8. An inspection of the proposed nursery bed/composter area took place; following suggestions were made;

- Perspex greenhouse to be sited in the corner away from tennis courts
- Remainder of old bowling green boards be used to contain compost material
- Other areas be raked and fine tilled ready for planting/hardening off of stock of bedding plants.

9. All present agreed the park, shrubs, fields, bedding areas, play equipment and buildings are all well maintained. RA was thanked and was asked to convey the Parish Council's thanks to the staff for their efforts.

Date of next meeting: Thursday 16 April 2009

Aintree Village Parish Council

Proposed budget for 2009/2010

	Budget head		Budget allocation £
1	ALTSIDE BUSINESS VILLAGE		2,500
2	BANK CHARGES		500
3	CAPITAL EXPENDITURE		40,000
4	LOAN		14,200
5	MILEAGE		500
	Parish Councillors		
	Head Groundsman		
	Clerk/RFO		
6	SUNDRY EXPENSES		15,400
	Audit services; internal/external	1,000	
	Chair's allowance	500	
	Charity Dinner tickets/travel	500	
	Civic Service expenses	900	
	Conference/training fees	1,200	
	Insurance	9,300	
	Membership fees	850	
	Refreshments	300	
	Postage/stationery	250	
	Website	600	
7	GENERAL PARK EXPENSES		7,020
	Alarm maintenance	500	
	Boiler maintenance	820	
	Cleaning materials	200	
	Health & Safety, fire and play equipment reports	1,500	
	Sefton Security	700	
	Professional fees	300	
	Taxis	500	

	Repairs/materials	2,500	
8	MAINTENANCE EXPENSES PARK		7,400
	Fertiliser/seed	2,700	
	Hedge/tree cutting	500	
	Fuel for park machinery	400	
	Equipment repairs/servicing	800	
	Litter bins	500	
	Work wear	500	
	Skip hire	1,500	
	Play equipment repairs	500	
9	SECTION 137 DONATIONS		1,000
10	UTILITIES		3,000
	Gas/electric/telephone/water		
11	SALARIES/WAGES/NI		68,000
	Total		£159,520

Income budget for 2009/2010

	AMOUNT
	£
Bank interest	200
Bowls	400
Donations	20
Football	600
Sefton Council Double Rating	13,450
Precept	125,000
Vat collected from receipts	-
Vat refunded	-
Total	£139,570