

## Aintree Village Parish Council

At a meeting of the Parish Council held on 26 January 2009 at 7.00pm  
the following Parish Councillors were present:

G Downey (Chairman)

T Baldwin, P Carlton, M Duggan, F Forrest, L Green, C Mitchell, G Payne and M Varney

*Prior to the commencement of the formal business, Mr D Rooney of Forefield Rangers discussed with Parish Councillors issues relating a team starting football matches at 9.15am contrary to the Parish Council's rules and also the effect that would have on his team's ability to use the car park when starting at 10.30am; after much discussion, the issues raised were referred to the Park Committee to deal with under its delegated powers.*

*Councillor Mitchell having at previous meetings declared her interest in the use of the park by Aintree Davenhill United, declared an interest in the above prior to Mr Rooney addressing Parish Councillors, left the meeting and took no part in the discussions with Mr Rooney.*

### **4778 Declarations of interest**

The Chairman reminded Parish Councillors that they should declare any interests they may have; Councillor Baldwin declared his interest in the payment for cheque 5107.

### **4779 Apologies for absence**

There were no apologies for absence, all Parish Councillors being present.

### **4780 Minutes of the meeting held on 12 January 2009**

The Parish Council agreed that the minutes be received as a correct record and authorised the Chairman to sign them.

### **4781 Disposal of business from the last meeting**

The Parish Council considered the following item deferred from the last meeting and agreed the decision shown:

	Details	Decision
1	Altside Business Village Partnership – to consider any projects/issues which the partnership might take forward	Agreed that the provision of a CCTV in Aintree Lane and any projects decided upon by the Park Committee be referred to the partnership.

### **4782 Clerk's action**

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

	Details
1	Wrote to Sefton Council regarding street lights out in Melling Road
2	Wrote to Sefton Council regarding damaged central reservation of Ormskirk Road

### **4783 Park and safety issues**

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

	Details	Decision
1	Park Committee meeting on 27 January 2009 at 9.30am	Noted and as agreed above, the committee will consider the conditions of football use

#### **4784 Financial matters**

The Parish Council

- 1) considered the following report of the Internal Auditor:

##### *Findings:*

*Having received the books from the RFO on 4 January 2009 I checked the maintenance of the cashbook and the bank reconciliation which are only up to date for November 2008 and not yet for December 2008.*

*I checked the balance of books for October and November 2008 and have no comment to make concerning the arithmetic. However, in the October records for uniform cost I found that the figure of £337.07 was still plainly visible when it had been replaced by the figure £347.07. I have taken the liberty of pencilling this out for clarity.*

*I also have to make a plea for consistency in relation to the record for the cost to Kirkby Skips. In previous records the dates have been clearly written as 22 September. In this case for October and November they are written 22.9, 13.10 and 24.10; each of which could be misread as cash figures. I would ask the responsible finance officer be requested to maintain the records for dates as e.g. 22 September.*

*The VAT is identified and I was pleased to note that the RFO has noted the reduction in VAT from 17.5% to 15%.*

*I checked a number of invoices against the appropriate entry and for the necessary two signatures. Invoices 137 to 145 in October and invoices 152 to 157 in November were checked and all had the required two signatures. I checked the cheque book for two signatures and 005044 – 005070 and 005071 – 005087 all had the required two signatures.*

*I checked cheques number 5076, 5078, 5081 and 5083 against the bank statement and found them to balance. I also checked paying in slip 101194 against the bank statement and this too was accurate. However, I do have some concerns that some of the paying in slips do not include a bank stamp. I would ask the responsible finance officer to ensure that future payments into the bank include a bank stamp or the quick pay slip appropriate to the payment.*

*In making a check of the payroll file I noted the letter from the HM Revenue and Customs concerning the taxi payments made to Mr Gordon which I raised as an issue in a previous report. I note that they believe that this payment should be subject to National Insurance and Tax and yet in checking the October figures I found a payment to Mr Gordon for £36.50 which was not reflected for Tax and NI in the corresponding payroll file. I would be grateful if I could be updated on the action taken to implement the recommendations of HM Revenue and Customs.*

##### *Proposal:*

*In consequence I would propose that the items highlighted above should be noted and appropriate action taken by the Council to ensure compliance with Financial Standing Orders and external audit requirements.”*

- 2) agreed that Mr Evans be thanked for his report
- 3) noted that the RFO had accepted all comments and had made amendments/corrections as required
- 4) agreed that Mr Evans be informed that the Parish Council is taxing taxi reimbursements
- 5) noted the following budget monitoring report for April to December 2008:

<u>Budget head</u>	2008/2009 budget £	Nine monthly budget £	9 months expenditure £
1. Wages	70,000	52,500	48,279
2. Heat, light & telephone	2,500	1,875	1,205
3. Water	2,000	1,500	735
4. Repairs & renewals *	10,000	7,500	12,889
5. Bank charges	500	375	222
6. Loan repayments	14,200	10,650	7,099
7. Sundries	15,000	11,250	6,697
8. Purchases	20,000	15,000	14,485
9. Mileage	500	375	442
10. Section 137	2,000	1,500	700
11. Altside Business Village membership	2,500	1,875	2,500
Capital expenditure not in budget	-	-	2,500
Totals	£139,200	£104,400	£97,753

- 6) agreed that the annual review of the membership of the Altside Business Partnership be considered as part of the budget setting process
- 7) 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	Euphony	December 2008 telephone calls	5.79	DD
2	R G Harris	65% telephone rental/calls	35.68	5106
3	T Baldwin	Mileage	30.23	5107
4	NatWest	Bank charges December 2008	27.71	DD
5	BT	Line rental/calls	71.04	DD
6	NatWest	Bank charges January 2009	21.07	DD
7	Cheque cancelled	Cheque cancelled	-	5108
8	R Atherton	Contribution to Harrogate Conference expenses	100.00	5109
9	Sandy Lane Nurseries	Trees and bulbs	1,527.50	5110

*Having earlier declared his interest in the payment for cheque number 5107, Councillor Baldwin took no part in the discussion or decision for that payment.*

#### **4785 Budget and precept for 2009/2010**

The Parish Council agreed that

- 1) no change be made to the precept and it consequently be set at £125,000 for 2009/2010
- 2) the RFO be requested to submit to the next meeting a stand still budget of £139,200 allocated against the proposed new budget heads as submitted but with the Parish Council reserving the right to vary the £139,200 budget at the meeting.

*Councillors Forrest and Varney requested that their votes against the decision in 4785 1) be recorded in the minutes.*

**4786 Risk Management Plan**

The Parish Council agreed to defer consideration of the risk management plan to the next meeting.

**4787 Correspondence**

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

	Details	Decision
1	Councillor Mrs M Duggan; notification of resignation from the Parish Council with effect from 28 April 2009	Noted with regret.
2	Mr J Thick of Aintree Racecourse; request to close the footpath across the racecourse from midnight on Monday 30 March 2009 until midnight on Monday 6 April 2009	Closure agreed as requested.
3	Resident regarding the Ain Tree/white beam proposal	Noted.
4	Resident regarding proposal for a new Ain Tree	Agreed that <ol style="list-style-type: none"> <li>1) this Parish Council has significantly commemorated the former beech tree in Bull Bridge Lane known as the "Ain Tree" by sponsoring the local History Society's provision of a commemorative stone in the grounds of Aintree Library with a grant of £1,600 through the Aintree Initiative Group</li> <li>2) Mr Harper be thanked for planting a tree in the Parish</li> <li>3) due to 1) above and the outcome of the Parish Council's public consultation regarding the possible adoption of the white beam tree by Molyneux Way, the Parish Council will consequently not be adopting either tree as a new "Ain Tree".</li> </ol>
5	Councillor G Howe regarding the allocation of two litter bins by the Area Committee to be sited in the Parish	Agreed that <ol style="list-style-type: none"> <li>1) both be sited in Aintree Lane, one by Aintree Davenhill School and the other by the bus stop by St Giles Church</li> <li>2) Sefton Council be asked if it would empty and maintain any bins which the Parish Council might purchase.</li> </ol>
6	CPRE Conference in Preston on 28 January 2009: "Implementing the Regional Spatial Strategy and influencing local development frameworks in the north west"	Agreed that <ol style="list-style-type: none"> <li>1) Councillor Payne be requested to represent the Parish Council</li> <li>2) travelling and subsistence allowances be paid in accordance with the Parish Council's scheme in connection with attendance at this conference.</li> </ol>

**4788 General matters**

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

	Details	Decision
1	Vacancies for a cheque signatory, press officer and representative on the Merseyside Association of Local Councils	Agreed that <ol style="list-style-type: none"> <li>1) Councillors Baldwin and Mitchell be appointed the Parish Council's joint press officers</li> <li>2) the vacancies for a cheque signatory and representative on the Merseyside Association of Local Councils be deferred to the Annual General Meeting.</li> </ol>
2	Area Committee outcomes	Councillor Baldwin reported on the following outcomes relating to the Parish: <ol style="list-style-type: none"> <li>1) the budget allocation for 2009/2010 would remain fixed at £3,860 and invited suggestions for the next meeting as to how the allocation could be spent in the Parish</li> <li>2) the Parish did not feature well in the 2009/2010 highway maintenance schedules and he invited Parish Councillors to undertake their own surveys for the Parish Council's consideration and for possible forwarding to Sefton Council</li> <li>3) a no waiting traffic order had been agreed for the junction of Altway/Atholl Crescent to improve the sight line of drivers exiting Atholl Crescent but residents' requests for orders around Aintree Davenhill School's new gate in Atholl Crescent and outside the Aintree Park Group Practice surgery in Oriel Drive had not been agreed.</li> </ol>
3	Neighbourhood Watch AGM and latest crime statistics	Councillors Baldwin and Mitchell reported that <ol style="list-style-type: none"> <li>1) the AGM had been very successful</li> <li>2) two new members had agreed to join the committee and one former member had returned</li> <li>3) the police had supported the meeting very well</li> <li>4) burglaries and criminal damage were increasing, recognised by Inspector Booth who had allocated additional resources</li> <li>5) Inspector Booth would be holding a crime awareness event in the Assembly Room on 11 February 2009 between 10.00am/4.00pm.</li> </ol>
4	Review of the model agenda	Agreed that the new agenda was generally working well; the Clerk was requested to print the minutes on tinted paper so that a distinction between the agenda and the minutes could be more easily made.

#### **4789 Vacancies for two Parish Councillors**

The Clerk reported that Sefton Council had not received any election petitions in respect of the further vacancy so there were now three vacancies on the Parish Council; the Parish Council then considered the vacancies but no nominations were made.

#### **4790 Planning matters**

The Parish Council considered and noted the following planning matter:

	Application Number	Details
1	0937	Approval for conservatory and replacement of flat roof with pitched roof – 71 Aintree Lane

**4791 Chairman's communications**

The Chairman reported that

- 1) the Merseyside Association of Local Councils would be meeting in the Assembly Room on Wednesday 4 February 2009 at 7.30pm and invited Parish Councillors to attend
- 2) he had attended the LALC AGM; the association had £76,000 in its reserves and was considering investing in a number of financial institutions due to the current financial situation.

**4792 Any other business**

Items for the next meeting:

- Youth Centre Report (Councillor Payne)
- Review of footpath sweeping (Councillor Payne)
- Road traffic accident statistics (Councillor Carlton)

The Clerk reported that he had received letters relating to the following which would appear as agenda items for the next meeting:

- 1) the Mayor of Sefton's Annual Charity Ball on 13 March 2009 at the Royal Clifton Hotel
- 2) Sefton Council regarding the extension of the no keep clear zone at the junction of Aintree Lane/Mostyn Avenue
- 3) Sefton Council regarding pedestrian safety issues at the junction of Ormskirk Road/Park Lane.

**4793 Press relations**

No issues were raised.

**4794 Dates of next meetings**

The Parish Council agreed the following schedule of meetings for 2009, all meetings to commence at 7.00pm:

9 February 2009  
 23 February 2009  
 16 March 2009  
 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

The meeting closed at 9.35pm

Minutes 4778 to 4794 received as a correct record on 9 February 2009

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 Chairman