

AINTREE VILLAGE PARISH COUNCIL

From: The Clerk (526 8866)

To: Parish Councillors

22 September 2009

There will be a meeting of the Parish Council on Monday 28 September 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

4936 Declarations of interest

4937 Apologies for absence

4938 Minutes of the meeting held on 24 August 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

4939 Clerk's action

To note the following significant action taken since the last meeting:

	Details
1	Increased the Parish Council's fidelity guarantee to £200,000 at a cost of £25

4940 Park and safety issues

To consider the following matters:

	Item
1	Verbal update on the multi user play area
2	Park Committee: minutes of the meeting held on 17 September 2009
3	2009 RoSPA play equipment/field inspection
4	Staffing
5	Playbuilder grants

4941 Financial matters

To consider

- 1) the following invoices for payment:

	Payee	Details	Amount £-p	Cheque no/ payment method
1	Sefton Council	Security visits 5 July 2009	668.91	5208
2	Broker Network Ltd	Fidelity guarantee increase	25.00	5209
3	Netsolva	Website upkeep	45.00	DD
4	Olympic Fire Training Services	Fire equipment service	154.12	5210
5	Euphony	Monthly telephone calls	4.66	DD
6	Natwest	Monthly Autopay charges	5.50	DD
7	Petty Cash	Fuel	15.00	5211
8	Playsafety Ltd	Annual playground inspection service	172.50	5212

9	Natwest	Monthly bank charges	18.19	DD
10	United utilities	Water usage June/August 2009	55.06	5213
11	Kirkby Skips Ltd	Skip hire 5 August 2009	138.00	5214
12	Sefton Council	Annual intruder alarm maintenance	634.41	5215
13	United utilities	Half yearly charges	607.80	5216
9	Natwest Autopay	Salaries and wages 6 September 2009	4,660.0	DD
10	Public Works Loan Board	Half yearly loan payment	7,099.26	DD
11	HMRC	Tax/NI September 2009	1,614.64	5217
12	RBS	Plymol Tubes, repair of flagstaff base	138.00	5218
13	Sefton Area Partnership of Local Councils	Annual donation	55.00	5218
14	K Ellis	Refreshments/Stationery/Postage	10.61	5220
15	Yates Playgrounds	Supplying and install multi user games area and seating	55,200.00	5221
16	Kirkby Skips Ltd	Skip hire 17 September 2009	138.00	5222
17	ICS	Cleaning materials	65.50	5223
18	Sefton Council	Enhanced CRB clearance fee	TBA	5224

- 2) the budget monitoring report for August 2009; please see attached marked 4941 (2) on buff paper
- 3) update on the audit of the Parish Council's accounts for 2008/2009.

4942 Correspondence

To consider the following:

	Details
1	Sefton Council: outcome of complaint
2	Sefton Council: outcome of complaint
3	Unlock Democracy – promoting the Sustainable Communities Act – please see attached marked 4942 (3) on white paper
4	LALC: LALC AGM on 7 November 2009
5	Aintree Racecourse: noise levels at motor sport events
6	Sefton Council: Strategic Housing Land Availability Assessment
7	Sefton Council: mini roundabout, Bull Bridge Lane/Altway

4943 General matters

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

	Details
1	Outcomes from the Area Committee meeting of 10 September 2009 (Clerk)
2	Sefton Area Partnership to consider <ol style="list-style-type: none"> 1) outcomes of meeting held on 22 September 2009 (Councillors Baldwin and Mitchell) 2) to consider vacancy on the Parish Council's representation (Clerk)
3	Purchase of Christmas cards 2009 (Councillor Mitchell)
4	Local government pay settlement for 2009 (Clerk)
5	Web site (Clerk) To note that in August 2009: <ol style="list-style-type: none"> 1) 212 people accessed the web site; 110 from the UK, 38 from the USA, 2 from Ireland, 1 from Italy, 1 from Greece and 1 from Turkey with 59 unknown 2) they visited the site 225 times and viewed 1,404 pages.

4944 Planning matters

To consider

- 1) the following Sefton planning matters:

	Application number	Details
1	0661	Application for conversion to two dwellings and extension – 97 Sherwoods Lane
2	0604	Approval for extension – 50b Altway
3	0620	Application for part new build – Aintree Davenhill School
4	0613	Application for extension – 48 Lincoln Drive
5	0552	Approval for advertising sign – Domino's Pizza, 3 Molyneux Way
6	0496	Approved on appeal – extension at 151 Sherwoods Lane

- 2) the amended planning application submitted to Knowsley Council for the creation of a sports and nature park etc at Fazakerley Playing Fields.

4945 Vacancy for a Parish Councillor

To consider co-option

4946 Chairman's communications

4947 Any other business

4948 Press relations

4949 Dates of next meetings

To

- 1) note the following, all to commence at 7.00pm:

28 September 2009
26 October 2009
23 November 2009
14 December 2009

- 2) consider the following schedule of proposed meeting dates for 2010:

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

4950 Confidential item

4951 Confidential item

Aintree Village Parish Council

At a meeting of the Parish Council held on 24 August 2009 at 7.00pm
the following Parish Councillors were present:

C Mitchell (Chairman)
R Barber, M Carroll, G Downey, M Duggan, F Forrest, G Payne and G Povey

Prior to the commencement of the formal business, an Oriel Drive resident petitioned the Parish Council regarding its decision not to part fund the replacement of the grass outside his property by tarmac; after much discussion, the Parish Council reaffirmed its decision but agreed to ask Sefton Council to meet with the Liverpool PCT, Holy Rosary School, the Youth Club and the Children's Centre with a view to discussing, controlling and alleviating the parking problems which will inevitably occur at the junction of Oriel Drive/Haileybury Avenue.

4922 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 5205.

4923 Apologies for absence

An apology for absence was received from Councillor T J Baldwin.

4924 Minutes of the meeting held on 27 July 2009

The Parish Council

- 1) agreed that the minutes be received as a correct record and the Chairman be authorised to sign them
- 2) noted that Forefield Rangers had withdrawn as a football pitch user
- 3) noted that Yates Playgrounds would not fund the additional tarmac surfacing but would install an additional tri-table at no cost.

4925 Clerk's action

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

	Details
1	Declined requests for three football matches; approved one match for Forefield Rangers who subsequently declined
2	Wrote to Councillor Varney regarding letter re sign for Repton Grove; the Parish Council noted that Councillor Varney had submitted his resignation on 23 August 2009 and that the Clerk had advertised the vacancy
3	Declined request for the Parish Council to become involved with a prospective complaint regarding a One Vision tenant
4	Approved the urgent repair of flag pole at a cost of £120

4926 Park and safety issues

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

	Details	Decision
1	Update on new equipment (MUGA)	Report on progress noted.
2	Park Committee	Noted that the next meeting would be on 17 September 2009 at 9.30am.
3	Park staffing	Noted that the Head Groundsperson would be away from his duties for about two weeks and that Mr Harrold had indicated that he would

		be leaving before 2010. Agreed that the vacancy be advertised on the notice boards and in Aintree Library and the Aintree Ratepayers' Association be requested to advertise the vacancy in its next newsletter.
4	Bowls match held on 1 August 2009	Noted that this had been an extremely successful event and that it should be held annually with prizes.
5	Annual review of free crazy golf and tennis policy	Policy reaffirmed with no need to reconsider on annual basis for the immediate future.

4927 Financial matters

The Parish Council

- 1) agreed not to purchase Arnold-Baker's Local Council Administration at a cost of £53-60
- 2) 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	Sefton Council	Call out 2 June 2009; returned 16 June 2009	235.75	5200
2	HMR&C	Tax/NI August 2009	1,167.39	5201
3	J Gordon	Taxi fares reimbursed	64.20	5202
4	Netsolva	Website maintenance August/September 2009	45.00	SO
5	Handscon	Review of new playground equipment	172.31	5203
6	Natwest Autopay	Payroll August 2009	3,986.74	DD
7	Euphony	July 2009 calls	4.91	DD
8	Kirkby Skips	Skip hire 16 July 2009	138.00	5204
9	Natwest	Bank charges August 2009	17.12	DD
10	Natwest	Autopay charges July	5.50	DD
11	C Mitchell	Bowls match buffet	42.92	5205
12	Sefton Council	Key holding August 2009/August 2010	137.22	5206
13	R G Harris	Expenses	7.28	5207

Having earlier declared her interest in the payment for cheque number 5205, Councillor Mitchell vacated the chair for that item and took no part in the discussion or decision; Councillor Duggan was appointed Chairman for that item

- 3) considered and noted the following budget statement for July 2009:

Expenditure

Budget head	2009/2010 budget £	Four months' expenditure £	Balance £
1. Altside Business Village	2,500	2,500	0
2. Bank charges	500	105	395

3. Capital expenditure	59,560	7,975	51,585
4. Loan repayments	14,200	0	14,200
5. Mileage	500	156	344
6. Sundry expenses	15,400	8,429	6,904
7. General park expenses	7,020	531	6,489
8. Maintenance expenses park	10,000	5,795	4,205
9. Section 137 grants	1,000	625	375
10. Utilities	3,000	1,398	1,602
11. Salaries/wages	68,000	22,516	45,484
Totals	£181,680	50,097	131,583

Income

	2009/2010 income £	Four months' income £	Balance £
12. Bank interest	200	0	200
13. Bowls	400	191	209
14. Donations	20	14	6
15. Football	600	235	365
16. Sefton Council Double Rating	13,450	0	13,450
17. Precept	125,000	100,000	25,000
18. VAT collected from receipts	-	66	-66
19. VAT refunded	-	365	- 365
20. Area Committee contribution	3,860	3,920	- 60
Totals	£143,430	£104,791	£38,739

As at 31 July 2009, the Parish Council had cash in hand of £164,550.00 as follows:

- £32,392 – current account
- £132,058 – capital reserve account
- £100 – petty cash

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

- 4) noted the RFO's report that the external auditor had asked questions which had been answered and that the auditor had required amendments to the Annual Return for 2008/2009 which required the Parish Council's approval
- 5) agreed that the amended Annual Return as submitted be approved.

4928 Correspondence

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

	Details	Decision
1	Councillor G Howe – street signs	Agreed that Malvern Grove and Lancing Drive be added to the list for consideration
	Sefton Council – request for information on grass cutting	Noted

3	Lancashire CPRE – NW Regional meeting on 7 September 2009 at County Hall, Preston	Noted
---	---	-------

4929 General matters

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

	Details	Decision
1	Litter bins by the shops and bus stops, Altway/Aintree Lane	Agreed to press for replacement
2	Review of disciplinary and grievance procedures	Agreed to await any national guidelines
3	Web site: in July 2009: 3) 228 people accessed the web site; 133 from the UK, 43 from the USA, 2 from Canada, 1 from Switzerland and 1 from India with 48 unknown 4) they visited the site 245 times and viewed 1,293 pages.	Noted

4930 Planning matters

The Parish Council considered and noted the following planning matters:

	Application number	Details
1	0604	Application for extension – 50b Altway
2	0534	Approval for conservatory – 12 Atholl Crescent

4931 Chairman's communications**4932 Any other business**

- Items for the Youth Centre Management Committee
- Leaning tree in Altway
- Litter bins by shops junction of Ormskirk Road/Altway

The Clerk indicated that he would be reporting on the following matters at the next meeting:

- 1) Sefton Council's housing land study: public consultation
- 2) planning matters relating to the rebuild of Aintree Davenhill School, 48 Lincoln Drive and an amendment to the planning application to redevelop the land at Fazakerley Playing Fields
- 3) the outcome of a resident's comments regarding the mini roundabout at the junction of Bull Bridge Lane/Altway
- 4) LAPTC Conference on 31 October 2009.

4933 Press relations

No issues were raised.

4934 Dates of next meetings

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

28 September 2009

26 October 2009

23 November 2009

14 December 2009

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

4935 Minute deemed confidential and not for publication

The meeting closed at 8.30pm

Minutes 4922 to 4935 received as a correct record on 28 September 2009

.....
Chairman

Aintree Village Parish Council

August 2009 budget monitoring report

Expenditure

<u>Budget head</u>	2009/2010 budget £	Five months' expenditure £	Balance £
18. Altside Business Village	2,500	2,500	0
19. Bank charges	500	127	373
20. Capital expenditure	59,560	7,975	51,585
21. Loan repayments	14,200	0	14,200
22. Mileage	500	156	344
23. Sundry expenses	15,400	8,586	6,814
24. General park expenses	7,020	1069	5,951
25. Maintenance expenses park	10,000	5,916	4,084
26. Section 137 grants	1,000	625	375
27. Utilities	3,000	1,402	1,598
28. Salaries/wages	68,000	27,666	40,334
Totals	£181,680	56,023	125,657

Income

	2009/2010 income £	Five months' income £	Balance £
29. Bank interest	200	0	200
30. Bowls	400	191	209
31. Donations	20	26	6
32. Football	600	235	365
33. Sefton Council Double Rating	13,450	16,774	3,324
34. Precept	125,000	112,500	12,500
18. VAT collected from receipts	-	68	68
19. VAT refunded	-	365	365
20. Area Committee contribution	3,860	3,920	60
Totals	£143,530	£134,079	£17,097

As at 31 August 2009, the Parish Council had cash in hand of £186,636 as follows:

- £54,478 – current account
- £132,058 – capital reserve account
- £100 – petty cash

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

4942 (3)

More Powers for Parish and Town Councils

The Sustainable Communities Act is a radical piece of legislation that became law due to a 5 year campaign run by the Local Works coalition of which the National Association of Local Councils and the Society of Local Council Clerks are leading members.

The Act sets up a 'bottom up' process whereby citizens and their councils can drive government action to promote or protect thriving communities. The Act has the potential to devolve powers down to local level, allow local people to have more say over how public money is spent in their area and even change primary legislation on things like planning rules.

But in the final days of the Act being passed, Local Councils were omitted from the process by Whitehall officials. Local Works is now campaigning for an amendment Bill to the original Act that will not only formally include Local Councils in the process but will also give them new powers in that process.

The Sustainable Communities Act Amendment Bill enables (and I emphasise that word: it enables, not requires) Local Councils to take advantage of the Act if you wish to, as follows

- First by requiring principal councils to include representatives of Local Councils on the citizens panels required by the original Act;
- But what if principal councils do not 'opt in' to the process required by the Act? The new Bill deals with this by enabling County Associations of Local Councils to put proposals for action direct to government;
- By ensuring that the process is an ongoing one- i.e. not a one-off, so that councils and communities everywhere can continue to feed their ideas into government to ensure greater local sustainability.

The Bill can be viewed here at:

www.publications.parliament.uk/pa/cm200809/cmbills/104/2009104.pdf

ACTION! - your help needed

Your help is needed in order for this amendment Bill to become law. May we please ask you to do the following things?

1. Please write to, or email, (as a council) your MPs asking them to 'Please sign Early Day Motion No. 1545 in support of the Sustainable Communities Act Amendment Bill.', and
2. Please urge others, e.g. individual Parish and Town Councillors to write to their MPs in a similar way - the more people that help the better!

Please do let us know the outcome. Note - a sample letter for doing the above is available on the Local Works website - www.localworks.org

Thank you. If you have any queries please contact me on this email or on 020 7278 4443.

Steve Shaw
National Co-ordinator
Local Works - promoting the Sustainable Communities Act
part of Unlock Democracy
office: 020 7278 4443

mobile: 07788 646 933

websites: www.localworks.org and www.unlockdemocracy.org.uk

address: Local Works, c/o Unlock Democracy,
6 Cynthia St, London N1 9JF

AINTREE VILLAGE PARISH COUNCIL

Minutes from Park Committee meeting held on Thursday 17 September 2009

PRESENT: Cllr Carole Mitchell (CM) – Chairman, Cllr Mavis Duggan (MD), Mr Robin Atherton (RA)

APOLOGIES: Cllr Terry Baldwin

Issues discussed during inspection of park area and outbuildings:

BOWLING GREEN – Green due to be scarified and re-seeded over next two weeks. Area adjacent to pavilion to be dug over once weeds have died back after spraying. Soil will then be levelled and re-turfed; this will hopefully be completed by early November. RA and will do costings for concrete posts and panels for compost bay (previously agreed but delayed due to RA being off sick). RA plans to lay out a central flower bed in spring.

PAVILION – Staff intend to treat exterior of building with wood preservative during autumn.

JUNIOR SWING SOFT-POUR AREA – RA highlighted part of this area was sinking and was therefore a serious trip hazard; CM asked 'Yates Playgrounds' staff who were on site to inspect and repair.

PARK KEEPER'S ROOM – In a tidy condition but CM asked staff to keep cooking equipment (toaster, microwave), bin and work surfaces in a clean condition.

The rest of the park was in very good condition.

MEETING

The following points were discussed;

- **RoSPA REPORT**; the inspector stated our park was very well maintained and gave praise to our team of staff for looking after it so well. There were no issues of note in the report apart from the older pieces of equipment in U8 Play Area fail to meet certain criteria but were still only low risk.
- **PLAY BUILDER GRANT**; the Parish Council have been made aware of funding that may be available to us. The Chairman, members of the Park Committee and Mr Atherton will be meeting with a rep from the fund to discuss our ideas. Various suggestions were put forward; installing equipment for adults on the current crazy golf area was most favoured.
- **WORK EXPERIENCE**; RA stated that he had misgivings of having children work in the park given the nature of the tasks involved with use of machinery etc. After much discussion it was agreed that we agree to accommodate one pupil and assess any issues as and when they arise. CM will forward documentation to the Work Experience Co-ordinator.
- **BOWLERS PLAYING SEASON**; RA was happy with the cut off date this season (14 September). He added if we adhere to that in future it will give staff enough time to renovate the green before the first frosts.
- **AUTUMN/WINTER PLANS**; Treatment of pavilion/new planting area as above, repairing worn grassed areas around play areas, lopping of whole of perimeter hedges, RA asked if the PC would consider lowering the height of hedges to approx 5ft as this would make trimming them much easier without the need for scaffolding. CM stated we would have to consult all the residents whose properties back onto the park. RA stressed staff would only cut trees and hedges which were on park boundary and park property.

- STAFF ISSUES; Andrew Harrold will be leaving us on 25 September to pursue his career in Information Technology. We have employed Lee Ferrie to work weekends and to cover for holiday, sickness and as and when RA needs extra help for bigger projects; Lee starts work on Saturday 26 September. At the time of meeting Mr Ferrie was working alongside Mr Harrold to learn his roles within the park.
- OUTSTANDING WORKS; Overgrown weeds in U12 play area, around perimeter of MUGA and adjacent to new picnic area due to restricted access while MUGA was being installed, RA had sprayed some areas with weed-killer but to deal with all infestation he requested permission to purchase a selective weed-killer at a cost of approx £50, this was approved.

Anti-Vandal paint sign for high structures still needs to be erected. RA will bring in his own high ladders to enable him to fix it high up on side of changing room building.

Overgrown weeds in Crazy Golf area; RA will be asking the staff why strimming was not carried out during his recent sick leave.

Damaged Dog Waste Bin at main entrance; RA to fit a new metal bracket to support the bin.

CM asked RA to make sure all the above are dealt with as soon as possible.

Robin and staff will ensure changing rooms are kept in a clean condition during cleaner's absence.

A.O.B: CM suggested we install a notice board in the park to give users opening times, information on facilities, contact details and to advertise events which may be held in the park. She had researched a few companies adding the notice board would be best if it was wall mounted on the side of the meeting room close to the glare of the camera. Both RA and MD thought this would be a very useful addition to the park facilities. CM will order a board (cost within the Park Committee's £250 delegated authority) after the next PC meeting.

DATE OF NEXT MEETING: Thursday 12 November 2009 at 9.30am (TBC)

Meeting closed at 10.35am