

MINUTES of Astley Village Parish Council Annual meeting held Wednesday, 13 May 2015 at Astley Village Community Centre, Hallgate, Astley Village.

Present Cllrs L Lennox (Chairman), R Fraser, M Lynch, K Robinson
Clerk Mrs D Platt.
After item 2. Cllrs A Bridge, D Hope, J McAndrew.

262.01 Election of Chair

RESOLVED: Cllr Lennox was elected to the Chair for the forthcoming year.

262.02 In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason of insufficient nominations

RESOLVED: Council co-opted the following applicants to the five vacancies.

Mr Almond, Mr Bridge, Mr Handley, Mr Hope, Mr McAndrew. Mr Bridge, Hope and McAndrew signed their Declarations of Acceptance of Office and joined the meeting.

262.03 Election of Vice Chair

RESOLVED: Cllr Robinson was elected to Vice Chair for the forthcoming year.

262.04 Appoint Representatives to Outside Bodies

RESOLVED: Council reviewed the list and agreed the representatives and committee members (as below).

262.05 Apologies Cllr C Lennox.

262.06 Declarations of Interest - none

262.07 Minutes of Meeting

RESOLVED: Minutes of the Council meeting of 4 March 2015 were accepted as a correct record and signed by the Chair.

262.08 Public Participation - none present.

262.09 Clerks Report

Members received the report.

262.10 Statutory Business

Members noted the applications.

262.11 Financial Matters

i) Consider applications for payment made to the Council
Councillors considered the requests for payment.

RESOLVED: The following requests for payment/standing orders were approved.

£	312.41	Employee 1	Salary April 15
£	75.83	Employee 2	Salary April 15
£	583.16	Employee 3	Salary April 15
£	26.17	Employee 1	Salary April 15 adjustment
£	2.17	Employee 2	Salary April 15 adjustment
£	12.13	Employee 3	Salary April 15 adjustment
£	84.60	HMRC	Tax & NI for April 2015

£	35.00	ICO	Subscription
£	19.80	Chorley Council	Hire of Comm. Cnt
£	50.00	J R Lawson	Annual Internal Audit
£	316.00	Townsend Print	Printing of newsletter
£	94.71	Employee 1	Reimbursements
£	312.41	Employee 1	Salary May 15
£	75.83	Employee 2	Salary May 15
£	583.16	Employee 3	Salary May 15
£	26.17	Employee 1	Salary May 15 adjustment
£	2.17	Employee 2	Salary May 15 adjustment
£	12.13	Employee 3	Salary May 15 adjustment
£	84.60	HMRC	Tax & NI for April 2015
£	338.58	Employee 1	Salary June 15
£	78.00	Employee 2	Salary June 15
£	595.29	Employee 3	Salary June 15
£	84.60	HMRC	Tax & NI for June 2015
£	355.52	Zurich Insurance	Insurance Premium

ii) Approve financial monitoring statements – withdrawn

iii) Review and agree the end of year figures for year ending 31 March 2015

RESOLVED: Council received and approved the final figures for year ending 31 March 2015.

iv) Receive Internal Auditors report on the figures for year ending 31 March 2015

RESOLVED: Council received the report and noted its contents.

v) Scrutinise and approve the Annual Return and statement of accounts and annual governance statement for year ending 31 March 2015

RESOLVED: Council scrutinised and approved the Annual Return and statement of accounts and annual governance statement.

262.12 Seat on Chancery Road

Approve the location and cost of a proposed new seat by the bus stop on Chancery Road.

RESOLVED: Council approved the position and seat cost of £542 and fitting up to £160 but Clerk to approach Chorley Council as they offered to fit for free.

262.13 Standing Orders of the Council

Consider any changes or adjustments.

RESOLVED: Council approved a change to the Standing Orders at item 15. to move the public participation above approval of the minutes, after apologies and declarations. Clerk to circulate the latest template standing orders.

262.14 Complaints Procedure

Review and consider any changes necessary.

RESOLVED: Council reviewed the document and made no changes.

262.15 Insurance Cover

Review cover.

RESOLVED: Council considered two quotations, one from the current company and a second from Zurich. Council agreed to go with the Zurich quotation at £355.52.

262.16 Transparency Code for Smaller Authorities

Consider the new legislation and actions required to comply with new rules (see report 262.16) link to new code, from 1 April.

RESOLVED: Council considered the new legislation and its requirements and agreed it would comply and make changes where necessary.

Clerk to look into the grants available for this new legislation, in respect of having a new website built.

262.17 Environment Reports

Seat at Great Meadow bus stop (on Hallgate side) the seat wood is often wet and may be rotten, report.

Double yellow lines at Hallgate were discussed.

Play area at Foxcote is reported to be tatty and dirty, ask Chorley when it might be replaced or maintained.

Harewood area behind and along Hallgate to Deerfold need cutting and cleaning.

It was reported that there was a fire in the underpass, the lights had been changed but one of the boxes was left open, report

Leaves on the steps from Ravensthorpe down to the underpass, rocks and rubble left need picking up

Discussed the fencing around the Christmas Tree damage, now repaired, Clerk to price up new electric junction box next to tree

Litter on field by Derian House, ask Lengthsman to check on Mondays and report problems on to CBC

Tesco blown rubbish in hedges and trees referred to the Bgh Cllrs to ask CBC to enforce and get Tesco to pick it up

262.18 Reports from Parish Councillors who represent the Parish Council on Other Bodies

Three Tier Forum – Cllr L Lennox reported the meeting had been cancelled until July.

Friends of Astley Park - Cllr Robinson reported on the sensory clearing and weeding, re-seeding of wildflower areas, path complete from Queens Rd car park, re-seeing behind St Laurences, Reed bed grant applications ongoing, Acorn project, bat boxes project, possible new location for a fountain, social event raised £90, Balsam programme ongoing.

Astley Park Advisory Committee - Cllr Robinson reported the Flower Show on 1-2 August, Hall restoration and scaffolding works, Heritage Society is in Old Farmhouse, dog bath being made near toilets, grandstand with seating next year, lighting is being re-considered.

PACT - Cllr Lynch reported that the crimes reported were very low.

Neighbourhood Working – Cllr L Lennox reported on a site visit, The Farthings wildflower meadow being sown, trees to soak up wet grass verges along Chancery Road, asked for opinion on which sort (agenda for July), entrance at Hallgate suggestions being sought.

Green Team is to meet on the 19th May at 6pm.

262.19 Matters for information

The Chairman declared the public part of the meeting closed.

2015 meeting dates: 7pm Wednesdays: 1 July, 2 September, 4 November.

Item 262.04 above

Representatives of outside bodies

Chorley Three Tier Liaison Forum (Cllr L Lennox)
Astley Park Advisory Committee (Cllr Robinson)
Neighbourhood Working Group (Cllr L Lennox)
Friends of Astley Park (Cllr Robinson)
PACT (Cllr Lynch)
Places For People Green Team (Cllr Lynch)

Personnel Committee

Cllrs C Lennox, M Lynch, K Robinson