

## **Billinge Chapel End Parish Council Minutes of Council Meeting held on 21<sup>st</sup> January 2019**

Present; Councillor N Smith (Chairman)  
Councillors B Bradbury, D Clift, A McCormack, D McDonnell, S Murphy,  
S Rahman  
T Kelly (Clerk to the Council)

### **PUBLIC SESSION**

*Residents asked questions about the Local Plan (Submission Draft) and how Barrows Farm has been designated. A resident asked a question about the build out on Rainford Road.*

*The police report was presented and noted.*

### **No 91**

#### **Apologies**

Apologies for absence were received from Councillors M Flynn and K Cleary.

### **No 92**

#### **Declaration of interest from Members**

Councillor McDonnell declared a non-pecuniary interest in item 94, as a member of the Planning Committee.

### **No 93**

#### **Minutes of last meeting**

Resolved: The minutes of the Council meeting held on 17<sup>th</sup> December 2018 were confirmed as a true record and signed by the Chairman.

### **No 94**

#### **Planning Applications**

Resolved: The Clerk should inform St. Helens Council that the Council raises no objection to the following application:

P/2018/0891/HHFP                      39 Brookside Close

### **No 95**

#### **Financial Matters**

Resolved: The Council received and noted the budget monitoring report to 31<sup>st</sup> December 2018. There were no issues arising from this.

Resolved: The Council authorises the payment of accounts numbered 92 to 98 for the total sum of £1,814.48 (attached).

### **No 96**

#### **Budget, Precept and Charges for 2019/20**

After discussing the recommendations of the Estimates Committee meeting, the Council resolved the following:

- Budgeted net expenditure should be £49,950 in 2019/20.

- The Parish Council should precept the sum of £47,541 (£23.50 per council tax bill) on St Helens Council for the financial year 2019/20, for expenditure to be incurred.
- Charges for the use of the Public Hall should remain unchanged.
- The Clerk's and Cleaner's salaries should be increased in line with the national pay award; estimated costs of this are included in the budget.

Councillors noted there has been no increase in the precept for 10 years. They also thanked the Clerk for his clear presentation of the budget.

*Details of the budget and charges are attached.*

#### **No 97**

##### **Review of Internal Control and Internal Audit**

Resolved: The Council has considered the review of the effectiveness of Internal Control and has identified no concerns arising from this. It notes that this provides assurance that will be reflected in the Annual Governance Statement at the year end.

Resolved: The Council has considered the review of the effectiveness of internal audit and has identified no concerns arising from this. It notes that this provides assurance that will be reflected in the Annual Governance Statement at the year end. The Council also notes and approves the Engagement Letter and Work Plan for the internal auditor for 2018/19.

Resolved: The Council confirms that it wishes to continue with the current internal audit arrangements in 2019/20, where the audit will be carried out by an experienced clerk from another parish council.

#### **No 98**

##### **Environmental Policy**

Resolved: The Council agrees the proposed changes to the draft Environmental Policy covering greenbelt land, planning applications and environmental impact assessment. The revised policy will be confirmed at the February Council meeting.

#### **No 99**

##### **Clerk's Report**

Resolved: The Clerk's report for January is received and noted.

#### **No 100**

##### **Exclusion of Press and Public**

Resolved: In view of the confidential nature of the matters being discussed, the press and public should be excluded under the Public Bodies (Admission to Meetings) Act 1960.

#### **No 101**

##### **Proposed Purchase of a New Hall and Sale of Public Hall**

The Clerk explained the current position on the sale of the Public Hall and purchase of a new hall.

Resolved: It was agreed to accept the new offer for the sale of the Public Hall.

**BILLINGE CHAPEL END PARISH COUNCIL  
AGREED BUDGET 2019/20**

	<b>Budget</b>	<b>Year-end forecast</b>	<b>Estimate</b>
	<b>2018/19</b>	<b>2018/19</b>	<b>2019/20</b>
<b>Staff Costs</b>			
Clerk	14,962	14,962	15,262
Clerk's superannuation	3,631	3,631	3,702
Cleaner	4,140	4,456	4,693
Employer's national insurance	909	902	944
Employee expenses	113	50	60
	<b>23,755</b>	<b>24,001</b>	<b>24,661</b>
<b>Administration</b>			
Stationery, postage	206	150	153
Audit	300	300	300
Subscriptions	834	834	853
Chairman's Allowance	600	600	600
Members expenses	21	21	21
Miscellaneous	532	532	544
Telephone and internet	278	430	440
Insurance	1,188	1,173	1,200
Conferences/training	103	103	105
Elections	0	0	4,600
Photocopying	82	70	72
Publications (Beacon)	567	300	307
Information Technology	309	309	316
	<b>5,020</b>	<b>4,822</b>	<b>9,511</b>
<b>Public hall</b>			
Repairs and maintenance	1,289	1,000	1,023
Cleaning materials	31	40	41
Water	588	588	602
Electricity and gas	900	900	921
General improvements/major repairs	309	200	205
	<b>3,117</b>	<b>2,728</b>	<b>2,792</b>
Less public hall income	(5,000)	(5,800)	(5,500)
	<b>(1,883)</b>	<b>(3,072)</b>	<b>(2,708)</b>
<b>Other expenditure</b>			
Dam Slacks - maintenance/Health and Safety	1,653	1,653	1,691
Millennium Gardens - maintenance/Health and Safety	630	630	644
Millennium Garden - PWLB loan	4,026	4,026	4,026
Barrier Baskets	1,339	1,218	1,246
Improvements in the parish	3,200	6,283	8,154
	<b>10,848</b>	<b>13,810</b>	<b>15,761</b>
<b>Section 137 expenditure</b>			
Grants and other payments	2,000	3,500	2,400
School poster competition	345	345	345

	<b>2,345</b>	<b>3,845</b>	<b>2,745</b>
Other income	(157)	(20)	(20)
<b>Transfers from Reserves</b>			
General Reserves	0	(5,523)	0
<b>Net expenditure</b>	<b>39,928</b>	<b>37,863</b>	<b>49,950</b>

## **AGREED PUBLIC HALL CHARGES 2019/20**

	<b>Public Hall – cost per session (up to 3 hours)</b>
Community groups	No charge
Not-for-profit users	£20.00
Occasional users	£20.00
Commercial users	£48.00
Children’s parties	£30.00

The Clerk has discretion to vary the amounts payable where this is beneficial to the Parish Council.

