



Billinge Chapel End Parish Council

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12 September 2023

Members are summoned to attend a Parish Council Meeting of the Billinge Chapel End Parish Council, on Monday 18 September 2023 at 7.30pm.

This will be held in The Public Hall, 216 Main Street, Billinge WN5 7PE.

Hazel Broatch

Clerk to the Council

PUBLIC SESSION

1. Statement (if any) from Merseyside Police
2. Statements (if any) from Borough Councillors Betts, Murphy and Peers
3. The public may speak of any matters of concern, but the Council may not make any lawful decision during the public session. The public cannot take part at any other time in the meeting.

Please note that Council Meetings are filmed.

Please note that The Clerk is publishing any reports attached on the website along with Agenda unless they are of an exempt nature (Local Government Act 1972).

AGENDA

1. **To receive** any declarations of interests from Members.

2. To approve the Minutes of the meeting held on 17 July 2023 (attached) as a correct record.

To note the verbal report from the Clerk on progress with the Action Log.

3. To resolve whether, in accordance with Section 100A(4) of the Local Government Act 1972 members of the public and press be excluded whilst Agenda Item 15 is discussed (likely disclosure of exempt information as defined in Para 1 and 2 of Schedule 12A of the Act). This item includes information about proposed actions to be taken in connection with the prevention of crime.

4. Community Improvements 2023/24

4.1 Flood Resilience

To note that the Clerk apologises but she has been unable to confirm a date/time for Flood Hub to join an initial meeting.

To resolve to go ahead and set up an initial meeting of the community flood resilience group as soon as possible (in the hope that Flood Hub will be able to attend but if not, the meeting would go ahead without them).

4.2 Dam Slacks

To note that Cllrs Fiona Gill (Chair), Frank Gill and Sue Murphy have agreed to join the Working Group. The Group will report back to the Parish Council. If any other Members wish to join the Group can they please contact Cllr Fiona Gill (Chair).

4.3 Flagpole

To note that Cllr C Betts undertook to do an assessment of the flagpole (that Cllr B Bates has kindly offered to donate to the Parish Council) and will give an update at the meeting.

To note that the Clerk has had confirmation that if the flag only flies the Union Jack that there is no need for planning consent. Therefore the costs would be for installing the flagpole and purchasing a flag. Depending on size of flag the cost of purchasing it could be anywhere between £10 to £30. The unknown cost is the cost of installation.

4.4 Defibrillator

To note that Willowbrook have indicated that they would support installation of defibrillator at their shop. However the important outstanding issue is ensuring that the property owner is in agreement. The Clerk will update at the meeting.

To note that the estimated cost of purchasing a defibrillator (including an outdoor cabinet) is between £1280 and £1600 plus VAT. The installation cost is unknown. The Clerk is looking into applying for grant funding towards the cost of the defibrillator and will report back to the Parish Council.

To note that the Clerk has been advised about free training being available once the defibrillator is installed and has expressed an interest on behalf of the Parish Council.

4.5 Community Led Book Service

To note that Book Cycle are still awaiting a response from the Eddleston Trust.

4.6 Food Pantry

To note St Aidans Church advises that the Food Pantry is on track to open in November. They appreciate the help to-date from the Parish Council but have a shortfall of £400 for furnishing costs.

To resolve whether to award a grant towards the above costs.

4.7 Community Events

To note that Members were advised that the CIF funding supplied in the past by St Helens Council would not be available in 2023/24. This has implications for the Children's Remembrance Service and for Christmas Tree Supply, Installation and Lighting.

To note that a request (by a member of the public) is being submitted to the Eddleston Trust for a grant to cover the cost of the temporary road closure because it is essential to the Childrens Remembrance Service. The Risk Assessment clearly identifies that without the temporary road closure the event at the Remembrance Garden would not be safe.

To note that a decision from Eddleston Trust (one way or the other) about a grant may not be known until end of October and **to resolve** whether to earmark the necessary funds in the Parish Council Budget so that this event would still go ahead if the grant application is not successful.

To note that the Budget 2023/24 for grants (Section 137 expenditure) is £6281 of which £888 has already been spent (£650 Billinge in Bloom and £238 Big Help Out). Apart from above, the Parish Council is also exploring (1) options for funding Christmas Tree and Lighting and (2) for a celebration of community heroes in March 2024 . Both are likely to have budgetary implications. The Clerk will update at future meetings.

4.8 Car parking Safety Concerns at St Aidans School

To note that the Chair will report on safety concerns raised with her by local residents.

To resolve what action to take.

4.9 Online Survey about "Your Safety Matters"

To note that a Serious Violence Consultation has been launched with the aim to create a safer Merseyside by sharing views on what can be done to make people feel safer and minimise fear of violence. The survey is seeking the views of everyone living, studying or working in Merseyside aged 16 or above. The survey will take approximately 15 minutes to complete and is live at <https://smartsurvey.co.uk/s/your-safety-matters/>
The closing date is 1 October 2023.

5. St Helens Parish Councils - Community Governance Review 2022/23

To note that St Helens Council has published their draft recommendations for community governance arrangements across Parish Councils in St Helens. They are asking for comments on the recommendations to help them consider if any changes are

needed. The draft recommendations can be viewed at www.sthelens.gov.uk/cgr. The deadline for any comments is 9 October 2023.

To resolve whether the Parish Council wishes to make any comments.

6. Community Police Officer

To note that no response has been received (at the time of publishing this agenda) to the request for an improved presence of the community police officer in the village.

7. Parish Council Surgeries

To resolve whether to continue with the Surgeries or not. If it is resolved to do so to identify who will attend and at what times/dates so the Clerk can publicise them.

8. Planning

To note planning decisions:

P/2023/0402/FUL	L/A Sefton Fold Gardens	Erection of 1No bedroom bungalow with associated works	REFUSED
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P/2023/0408/CLP	42 Clifton Road	Certificate of lawfulness for proposed dormer extension to existing rear dormer + roof lights to front elevation.	GRANTED
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To resolve whether to make any observations on the following applications. The Planning Advisory Group (Cllrs Betts, Gill and Webster) have had details and will advise the Council:

P/2023/0494/HHFP	39 Douglas Avenue	Part two storey part single storey rear extension.
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P/2023/0498/FUL	52 Garswood Rd	Change of use of the property from a residential dwelling house (Class C3) to a Childrens Home (Class 2) for the care of up to 4 No children.
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P/2023/0499/TPO	5 Delph Meadow Gdns	Works on 2 No Trees covered by TPO.
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P/2023/0504/HHFP	37 Royden Road	Single storey side and rear extension and front porch extension
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P/2023/0507/HHFP	37 London Fields	Single storey rear extension for disabled use.
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9. Financial Matters

9.1 To resolve whether to authorise the payments listed on the attached Schedule of Payments VN49-62 totalling £5,245.65 for September 23.

9.2 External Audit 2022/23

To note the conclusion of the external audit was that the qualification on the prior year's return (2021/22) was not accurately completed before submission to review. The Clerk discussed this with the External Auditors and they advised that this would resolve itself when the 2023/24 External Audit documentation is submitted. There were no other matters and the External Auditor Certificate for 2022/23 was signed off on 31/8/23.

To note the Notice of Conclusion of the Audit has been published on the Parish Council website and on its noticeboards. It advises that the Annual Governance & Accountability Return is available for inspection by any local government elector of the area covered by the Parish Council (by prior arrangement with Clerk/RF0) from 1000 on 12/9/23 to 1600 on 3/10/23 on Mondays and Tuesdays).

10. Health and Safety

To note the Clerk has got definitive expert guidance (from the Fire Service) that the existing arrangements for evacuating the building in the event of a fire are acceptable. She is also undertaking regular checks of the emergency lighting and the fire alarm.

11. Review of Policies and Procedures

To note the attached report.

To resolve whether to approve the recommendations in the attached report.

Members of the Public and Press may be asked to leave the meeting (see Agenda item 3 above) for the following agenda item.

Please notes that the report is attached For Members Only.

12. Improving ICT Security

To note that the Parish Council was not affected by the recent serious cyber-attack on St Helens Council. It was one of two Parish Councils who were not affected. This has led (along with changes being developed and proposed by Central Government to “.gov” security) to the Clerk starting to review the Parish Council's ICT security with expert advice from our ICT support.

To resolve whether to approve the initial recommendations for improving ICT security (see attached report).