

MINUTES of the Full Council Meeting held 20 August 2015 at 7.15 pm at The Annexe, Euxton PC Community Centre, Wigan Road, Euxton.

<u>Present</u>	Cllr J Bamber (Vice Chair)	Cllr C Jones	Cllr K Reed (Chairman)
	Cllr M Bamber	Cllr M Jarnell	Cllr A Reed
	Cllr A Caughey	Cllr E Jones	Cllr A Riggott
	Cllr J Caughey	Cllr J Matson	Cllr V Thornhill
	Cllr H T Cook	Cllr A Platt	Cllr S Wellerd
	Cllr P Fellows	Cllr J Prayle	

3 members of the public

1. Apologies Cllr M Parr

2. Declarations of Interest

Cllr Platt declared a pecuniary interest in items forming part of agenda items 7.1, as a relative of an employee and 9, as he has been named.

3. Minutes of Council Meetings

Resolved: Minutes of the Council Meeting on 18 June 2015 were agreed to be an accurate record, and signed by the Chairman, with the addition of words at item 6.2.

4. Statutory Business

Planning - considered applications in report from Lead Member for Planning.

15/00706/CTY Primrose Hill School - concerns regarding the parking and access to and from school and how the traffic and increased traffic will cause more problems for access of emergency vehicles.

15/00740/TPO Balshaw Villa - objection to the felling of the tree, send standard letter.

15/00768/OUT Euxton Mills - object to the increased use of the one entrance/exit which will be left if this new build were to happen and take away the second entrance/exit. It is very difficult to turn right onto the A49 from the exit and more traffic will increase the risks. It is also concerned over the loss of parking spaces which may displace the parking onto the pavements outside, and residential streets close by.

Clerk to write to the developer/owner of the pub sites in the village to ask if they will give the Council information of their plans or aims.

Chair proposed Item 11 be brought forward.

11. War Memorial

Resolved: Council resolved to suspend standing orders.

Representatives of Euxton War Memorial Group attended to share and discuss information regarding the stone of the war memorial and their plans to find out and solve a marking problem at the base. Cllr J Bamber will assist and be involved with any meetings with the stonemason and Council will get a report back when there is more information.

Cllr M Bamber showed to Council the gift which was given to the 9 members of the EWMG and read the card which was on the gift. EWMG members thanked the Parish Council for the gift.

Resolved: Council resolved to restore standing orders.

5. Public Participation - Residents and Police Matters

Resolved: Council resolved to suspend standing orders.

A resident spoke regarding a planning application in the village, he envisaged problems with increased traffic in the future, an example being the quarry.

Resolved: Council resolved to restore standing orders.

5. Sealing of Documents

Resolved: Council agreed to sign a Lancashire County Council 7 year lease renewal for land at Primrose Hill, as recommended by the Leisure Committee.

The Chair and the Chair of Leisure Committee will sign.

7. Financial Items

7.1 Receive financial reports 1, 3 and 4 and approve Expenditure report 2

Questions were asked about the precept/grant split, what reimbursements were (mileage), petty cash high amount and items in the claim, library grant. Viking stationery account had been set up to purchase high value items such as supplies of postage stamps.

It was discussed how the claim could be kept within the amount in hand and not subsidised by the Clerk's own money. Solutions agreed were: in the months where there is no meeting the cash in hand should be doubled to £600. Regular expenditures such as telephone, computer and photocopy charges are not in the future to be taken from the petty cash. Provision in the Financial Regulations (item 3.4) provides for any further emergency purchases by the Clerk.

Resolved: Council received reports 1, 3 and 4 and agreed the itemised requests for payment be approved for payments on report 2, which had been checked by a Councillor prior.

Creditor	Description	Total £
Lancs Cty Training Ptnshp	Training for 3 persons	75.00
United Utilities	Water/wastewater at pavilion	18.75
RHF Turf Growers	Play bark for Balshaw	550.00
RHF Turf Growers	Play bark for Balshaw and grass seed	1210.00
DWG NW Ltd	Tree make safe	36.00
ARK Welding	Repair to fence post, fix plates x2	72.00
BDO	Audit fee	480.00
Royal Mail	Freepost fees	22.20
Viking Direct	Stationery and stamps	198.76
Cash	Petty cash fund reimbursement	606.67
Employee 1	Reimbursements	28.35
Employee 2	Reimbursements	66.50
Employee 3	Reimbursements	55.48
Employee 4	Reimbursements	54.95
Employee 1	Salary August 2015	1442.74
Employee 2	Salary August 2015	917.15
Employee 3	Salary August 2015	783.99
Employee 4	Salary August 2015	894.20
HMRC	Tax&NI Aug 2013	655.59

7.2 Receive and approve the Annual Return and report from the External Auditor

Questions were asked regarding the reduced amounts, from last year, in boxes 3 and 6 and an explanation was given.

Resolved: Council approved the Annual Return and report from the External Auditor.

8. Committee/Working Group Reports

8.1 LDF Working Group

Co-Chair verbally updated that Chorley Council adopted the LDF on the 21 July. This working group can now be disbanded.

8.2 Bowling & Boules Committee meeting

Chair verbally updated on the feedback received through the questionnaire responses. Some members had met with some Chorley Council Officers regarding the length of lease at Greenside which was discussed at great length at the committee meeting.

Resolved: Council agreed to investigate costings to commission a professional feasibility study report on Greenside to inform of restrictions, possibilities for changes and different options which could be created in the space. To contact Chorley Council for any suitable contractors and make initial enquiries with an aim to obtaining indicative costs to bring back to Council for discussion.

8.3 Leisure Committee meeting - verbal update

Chair verbally updated that the minutes had been circulated. Two working groups for the Millennium Green and Greenside letting document had been set up and would report back.

8.4 Finance Committee - verbal update

Chair verbally reported the next meeting would be the 6 October and the terms of reference are on the Full Council agenda later. A plan of works had been circulated. The Committee's were asked to submit precept requests.

8.5 Other Committee/Working Group updates

All Purposes Committee, the Chair informed that a meeting had been arranged for the 25 August.

The representative on the Chorley Civic Society reported of their project to improve wheelchair access at Chorley Railway Station.

Chair proposed Item 10 be brought forward.

10. Finance Committee

Consider for approval draft Terms of Reference for the Finance Committee. Some amendments were discussed and voted upon.

9.25pm Chair proposed 15 minutes be added past 9.30pm meeting finish time, agreed.

Initial Proposal. Proposed Cllr K Reed and seconded Cllr C Jones, and a recorded vote requested; a line be added to the terms of reference that the Responsible Financial Officer is essential and should be present at the Finance Committee meetings, barring exceptional circumstances arising after it is arranged.

Counter Proposal: Proposed Cllr Cook and seconded Cllr Prayle, and a recorded vote requested; the requirement of the attendance of the Responsible Financial Officer at Finance Committee meetings should not be included in the terms of reference.

Counter proposal votes:

Votes for: Cllrs J Caughey, A Caughey, Cook, Prayle (4).

Vote against: Cllrs C Jones, Thornhill, Fellows, K Reed, Jarnell, Matson, E Jones, Riggott, Platt, A Reed (10) - proposal defeated.

Abstention: Cllrs M Bamber, J Bamber, Wellerd (3).

Initial Proposal votes:

Vote for: Cllrs C Jones, Thornhill, Fellows, K Reed, Jarnell, Matson, E Jones, Riggott, Platt, A Reed (10) - proposal carried.

Against: Cllrs J Caughey, A Caughey, Cook, Prayle (4).

Abstention: Cllrs M Bamber, J Bamber, Wellerd (3).

Resolved: Council agreed the Terms of Reference for the Finance Committee with the amendments of:

At point 5h) to finish the sentence with 'and submit to Full Council for approval'

At point 5. Describe the abbreviation RFO at its first use as 'Responsible Financial Officer'

At point 5a) insert the word 'must' in the last sentence after the word budget

At point 2. The quorum to change to 5.

At point 3. To insert, A Finance Committee should not be arranged if the RFO is not able to attend the date.

9. Risk Register

Council discussed the draft document prepared by the Risk Working Group and discussed a number of points. The group were thanked for the work but due to the lack of time and number of questions arising it was suggested the document should be revisited or revised and re-presented, a number of options were discussed how to do this.

9.45 pm Chair proposed 15 minutes more time and the meeting to end at 10.00 pm, after taking advice from the Clerk. Council agreed to vary Standing Order 1.1 meeting finish time of 9.30 pm, using clause 1.18, to vary the end time of this meeting only to 10.00 pm.

Resolved: Council agreed to return the document to the Risk Working Group, all Councillors to submit their questions, queries and suggested changes to the group for it to assess and re-work the document and re-present to Full Council at a later date, the current approved document remains in place.

Items 12 and 13 will be referred to the next meeting.

Due to the time, the Chairman declared the meeting closed.