

CRONTON PARISH COUNCIL

ANNUAL MEETING



Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL held on 13 MAY 2019 at 7.31 pm at the Parish Council Office, 7 Hampton Drive, Cronton.

Present : Councillors W Cook (Chairman), D Bray, S Cooper, J Foran, G McGann, G Pentin and D Thomas

In attendance: Vitti Osborne (The Clerk)
2 Members of the public

1. ELECTION OF CHAIRMAN 2019/20

It was moved by Councillor S Cooper, seconded by Councillor G McGann and **resolved unanimously** that Councillor Will Cook be re-elected Chairman for 2019/20.

2. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

After signing the Declaration of Acceptance of Office, Councillor Will Cook took the Chair.

3. ELECTION OF VICE-CHAIRMAN 2019/20

It was moved by Councillor G McGann, seconded by Councillor J Foran and **resolved unanimously** that Councillor S Cooper be re-elected Vice-Chairman for 2019/20.

4. COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE 2019/23

It was resolved to accept Declarations of Acceptance of Office for 2019/23 from Councillors W Cook, D Bray, S Cooper, J Foran, G McGann, G Pentin and D Thomas, and to approve Councillor D Rostance to sign his Declaration before the next meeting.

5. DISPENSATIONS

It was resolved that dispensation under Section 33 of the Localism Act 2011 be granted to Councillors W Cook, D Bray, S Cooper, J Foran, G McGann, G Pentin, D Rostance and D Thomas in order that they are able to discuss and eventually set the 2020/21 precept. The dispensation is set to continue until the next Parish Council elections in May 2023.

6. APOLOGIES

It was resolved that apologies for absence received from Councillor D Rostance be accepted.

7. DECLARATIONS OF INTEREST

It was reported that no declarations of Interest were received.

8. MINUTES

It was resolved to accept the minutes of the Council Meeting held on 1 April 2019 as an accurate record and signed by the Chairman.

9. PUBLIC PARTICIPATION

There were no issues raised by the members of the public.

10. COMMITTEE MINUTES

It was resolved that the minutes of undermentioned Committees be noted:

- (a) General Purposes and Environment Committee meeting held on 15 April 2019
- (b) Finance and Policy Committee meeting held on 15 April 2019

11. STANDING ORDERS AND FINANCIAL REGULATIONS

It was resolved that the Standing Orders and Financial Regulations be adopted for 2019/20.

12. POWER OF DELEGATION

It was resolved that the Powers of Delegation to Committees be adopted for 2019/20.

13. TERMS OF REFERENCE OF COMMITTEES

It was resolved that the Terms of Reference of the undermentioned Committees be adopted for 2019/20.

- (a) General Purposes and Environment Committee
- (b) Finance and Policy Committee

14. COMMITTEES AND MEMBERS

It was resolved that the undermentioned Committees be appointed for 2019/20:

FINANCE AND POLICY COMMITTEE

Cllr W Cook (Chairman)
Cllr S Cooper (Vice-Chairman)
All other Council Members

GENERAL PURPOSES AND ENVIRONMENT COMMITTEE

Cllr D Rostance (Chairman)
Cllr S Cooper (Vice-Chairman)
All other Council Members

15. REPRESENTATIVES TO OUTSIDE BODIES

It was resolved that representatives to outside bodies be reviewed at the next meeting.

16. COMPLAINTS PROCEDURE

It was resolved that the Complaints Procedure be adopted for 2019/20.

17. FREEDOM OF INFORMATION

It was resolved that the Freedom of Information Publication Scheme is adopted for 2019/20.

18. END-OF-YEAR REPORTS

It was resolved that the undermentioned End-of-Year Reports be received:

- (a) Chairman's Annual Report
- (b) General Purposes and Environment Report
- (c) Finance and Policy Report

19. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018/19 PART 2 – INTERNAL AUDIT

- (a) The Internal Audit Report of the audit took place on 3/5/19 was presented to the Council for consideration.

It was resolved that Internal Audit Report for 2018/19 be noted and accepted.

- (b) The signed Annual Internal Audit Report of the Annual Return (Part 2) was presented to the Council for consideration

It was resolved that the Annual Internal Audit Report of the Annual Return (Part 2) be noted and accepted.

- (c) **It was resolved** that the internal audit fee of £97 be approved.

20. ANNUAL RETURN 2018/19

The Council's Annual Return for the year ended 31 March 2019 – Section 1 (Annual Governance Statement 2018/19) and Section 2 (Accounts Statements 2018/19) were presented to the Council for approval.

- (a) **It was resolved** that Section 1 (Annual Governance Statement) of the Annual Return for the year ended 31/3/19 be approved.
- (b) **It was resolved** that Section 2 (Accounting Statements) of the Annual Return for the year ended 31/3/19 be approved.

The Chairman and the Clerk/Responsible Financial Officer signed Sections 1 and 2 of the Annual Return respectively.

21. CERTIFICATE OF EXEMPTION FROM LIMITED ASSURANCE REVIEW 2018/19

It was resolved that the Council be certified as exempt from a limited assurance review by satisfying the following criteria:

- the higher of total gross income or total gross expenditure below £25,000
- no public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account issued by its external auditor in the prior year
- been in existence since before 1/4/14

The Certificate of Exemption was signed by the Responsible Financial Officer and the Chairman.

22. FIXED ASSET REGISTER AS AT 31/3/19

The Fixed Asset Register as at 31/3/19 was presented to the Council for consideration and approval.

It was resolved that the Fixed Asset Registered as at 31 March 2018 be accepted subject to the following items be removed for Council's further consideration:

- 2 x information board (2 x £1,475 = £2,950)
- 1 x birch bench (£350)
- 1 x 2 sections/shelves/cabinet (£170)

23. INTERNAL AUDITOR

It was resolved that Dave Blanchflower be re-appointed Internal Auditor for 2019/20 and a remuneration of £97 (no change) be approved.

24. PLANNING APPLICATIONS

APP. NO: 19/00177/FUL

APP. TYPE Full Application

LOCATION: 22 Smithy Close Cronton Knowsley

PROPOSAL: DEMOLITION OF EXISTING SIDE EXTENSION TO NO22. ERECTION OF 1NO ATTACHED BUNGALOW AND ERECTION OF SINGLE STOREY REAR EXTENSION TO NO22

It was resolved that the Council does not object to the planning proposal provided the development is in-keeping with the character and appearance of the area.

APP. NO: 19/00254/TWA

APP. TYPE Tree Works Application

LOCATION: Bluebell Cottage 61 Chapel Lane Cronton

PROPOSAL: REMEDIAL WORKS TO 1NO TREE

It was resolved that the application be noted.

25. BUDGETARY CONTROL REPORT

It was resolved that the Budgetary Control Report as at 13 May 2019 shown in Appendix A be received and approved.

26. RECEIPTS AND PAYMENTS

It was resolved that receipts and payments as listed in the attached Appendix be noted and approved.

27. GRANTS APPLICATIONS 2019/20

Two grants applications had been received from the Cronton Community Association and the Cronton Senior Citizens Christmas Party.

After careful consideration, **it was resolved** that a grant of £250 for the Cronton Community Association and £350 for the Cronton Senior Citizens Christmas Party be approved.

A cheque for £350 for the Cronton Senior Citizens Christmas Party would be made payable to the Cronton Community Association as its event organiser and that the Party did not have a bank account.

28. THE INDEPENDENT REMUNERATION PANEL ON TOWN/PARISH COUNCIL ALLOWANCES

It was resolved that the Report of the Independent Remuneration Panel on Town/Parish Council Allowances 2019 be noted.

29. VILLAGE AND COMMUNITY ISSUES

- (a) United Utilities Project at Pex Hill – The Council would comment on the proposal when a planning application was submitted by United Utilities.
- (b) Comments from a resident on the works being taken at Pex Hill were noted. As the case had been taken care of by Knowsley Council, the resident would be kept informed of progress.
- (b) Policing – To thank the Police for visiting the Pasture and to request for their continued support. Feedback on joint-Force operation and the proposed speeding operations in Cronton would also be requested.
- (c) Speed indicator device (smiley face sign) on Smithy Lane – To seek assistance from the Ward Councillors.
- (d) To invite the newly elected Ward Councillor to the Council's next meeting.
- (e) To find out which department is responsible for the maintenance of the public rights of way in Knowsley.
- (f) Advertising signs in the village – To find out if permission for the signs was needed and if so whether approval had been given.

30. CRONTON NEWS

Proposed topics for the next newsletter:

- Defibrillators project update – training and contacts of volunteers

The meeting closed at 8.25 pm.

Signed _____ Date 24 July 2019