

# THORNTON PARISH COUNCIL

## Minutes of the Annual Meeting of Council Held on Friday, 19<sup>th</sup> July 2019 at St William of York Parish Centre

**Present:** Cllrs: Atkinson, Donegan, McGill, O'Keefe and White  
**In Attendance:** Mrs V Swift (Clerk)

**1410: Election of Chairman**

Cllr. McGill was elected as Chairman of the Parish Council for the forthcoming year by a unanimous vote and his Declaration of Acceptance of Office was received.

**1411: Election of Vice Chair**

Cllr. O'Keefe was elected as Vice-Chairman of the Parish Council for the forthcoming year by a unanimous vote.

**1412: Apologies for Absence**

Apology for absence was received from Cllr. Pennington.  
No apology was received from Cllr. Blanchard.

**1413: Declarations of Acceptance of Office**

Declarations of acceptance of office were received from all available Councillors.

**RESOLVED unanimously that the time for delivery of Declarations of Acceptance of Office from any absent Councillors be extended to before or on Monday, 9<sup>th</sup> September 2019.**

**1414: Declarations of Interest - Members are requested to give notice of any pecuniary interest relating to any item on the agenda.  
None**

**1415: Minutes of an Ordinary Meeting**

**Resolved that the minutes of the Ordinary meeting of the Council held on 1<sup>st</sup> April 2019 be approved and signed as an accurate record.**

**1416: Matters arising from Minutes (for information only)  
None**

**1417: Public Participation**

**The meeting was adjourned at 19:15 to allow public participation. The Chairman welcomed four members of the public and the following items were brought up for discussion:**

- Forth Homes Orchard Farm 25 Holgate planning appeal, lodged 6<sup>th</sup> May 2019.
- Installation of speed bumps and road signs along Southport Road.
- Overgrown brambles and weeds, lifting tarmac and damaged pathways along Edgemoor Drive. Overgrown Japanese knotweed, brambles and hedgerows at the top end of Holgate Road and Broom's Crossing. Overgrown verges along Long Lane.
- Drivers using The Crescent as a cut-through road.
- Homewatch video footage of people walking up and down driveways trying car door handles in the early hours of the morning has been shared with Merseyside Police.
- Residents wished the newly elected Councillors the best of luck.

**The meeting was reconvened at 19:37.**

**Resolved that a member of Sefton Highways be invited to the next meeting.**

**1418: Community Defibrillator**

Members noted the successful application made to the British Heart Foundation for 50% of the cost of an Automated External Defibrillator (AED) and training kit. The Parish Council's contribution of £600 was budgeted for within the 2018-19 accounting statements. The Nation of Lifesavers Community Package (iPAD SP1 defibrillator and Call Push Rescue training kit) has now been delivered. The award is made on the basis that the AED is placed in an uncoded/unlocked cabinet which is not supplied and will have to be funded by the Parish Council.

**RESOLVED that the Clerk investigate housing the defibrillator on an external wall on The Crescent.**

**1419: Internal Auditor**

**RESOLVED that:**

- 1. The appointment of Batten Hughes as internal auditor to complete the Annual Internal Audit Report for the financial years 2018-19 and 2019-20 be agreed.**
- 2. The annual fee for an internal audit be agreed at £144 (inc VAT).**

**1420: 2018-19 Annual Return and Annual Accounts**

Members noted that PKF Littlejohn LLP, the external auditor, has granted an extension to the AGAR submission deadline from 1<sup>st</sup> July to the 29<sup>th</sup> July 2019 due to an inquorate Council.

**RESOLVED that the certificate of exemption, the annual internal audit report, the governance statement, the accounting statements and the annual accounts be agreed. That all information including the Notice of Public Rights be posted on the Parish website and notice board.**

**1421: Bank Signatories**

**RESOLVED that Cllrs. McGill, O'Keefe and Pennington be appointed as bank signatories.**

**1422: Training**

Members were asked to consider the following training opportunities:

New Councillors - Members were asked to approve attendance on the New Councillors course and Effective Meeting course provided by LALC for Cllr. Atkinson at a total cost of £63. Course dates: 31<sup>st</sup> Aug. and 14<sup>th</sup> Sept. 2019.

New Clerk - Members were asked to approve attendance on the CiLCA course provided by LALC at a total cost of £150..

Councillor Training at Maghull Town Hall - Members were asked to confirm their attendance on training sessions set out in the attached schedule. To include social media and risk assessment.

**RESOLVED that:**

- 1. The New Councillor training be agreed at a total cost of £66.00.**
- 2. The New Clerk CiLCA course be agreed at a total cost of £150.00.**
- 3. Councillors to confirm their availability for training to be provided by the clerk's network at Maghull Town Hall as soon as possible.**

**1423: Accounts Paid and For Payment**

<b>Payments Out</b>				
14/05/19	000649	Sefton Council (3x £50)	Holy Family School room hire	£150.00
10/06/19	000650	Plantscape	Window Boxes x 8	£276.00
10/06/19	000651	BHIB Insurance Brokers	Local Council Public Liability Insurance	£422.17
25/06/19	000654	Mrs V Swift	Clerk Expenses	£60.00
26/07/19	000657	Batten Hughes & Co	2018-19 Internal Auditor	£144.00
26/06/19	000658	Mrs V Swift	Clerk Salary June 2019 (Tax Rebate)	£276.75
26/07/19	000659	Mrs V Swift	Clerk Salary July 2019	£230.75
26/08/19	000656	Mrs V Swift	Clerk Salary August 2019	£230.75
<b>Total amount</b>				<b>£1,790.42</b>

**RESOLVED** that the amounts set out in the schedule of payments circulated and the payments listed above be paid.

**1424: Planning Applications**

The Clerk read out correspondence received from Sefton's Planning Department.  
For information only.

**1425: Merseyside Police**

The Clerk read out correspondence received from Merseyside Police.  
For information only.

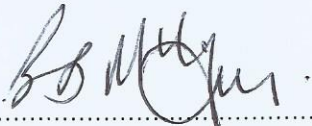
**1426: Date and Time of Next Meeting**

Monday, 9<sup>th</sup> September 2019 at Holy Family High School at 7:00pm

**1427: Deadline for Agenda Items**

Monday, 30<sup>th</sup> August 2019

Signed



Date

09/09/19

(Chairman)