

**MINUTES OF THE ANNUAL MEETING OF BICKERSTAFFE PARISH  
COUNCIL HELD ON 14<sup>TH</sup> May 2007**

**Parish Councillors present:-**

Hilary Rosbotham (Chairman)  
Albert Webster (Vice Chairman)  
Jennifer Currie  
Kathleen Fairhurst  
Gladys Gardiner  
Margaret Sumner  
Philippa Tubb  
Linda Webster

**Also present :-**

Paul Andrews (representing Bickerstaffe Football Club), John Mercer (Governor, Bickerstaffe School), Bryan Marshall (Footpaths Co-Ordinator) and two members of the public.

**1. Election Chairman and Declaration of Acceptance of Office**

Resolved that Hilary Rosbotham be elected as Chairman and she then signed the Declaration of Acceptance of Office.

**2. Election of Vice Chairman**

Resolved that Albert Webster be elected as Vice Chairman.

**3. Apologies**

There were no apologies.

**4. Declaration of Interest**

- (i) Cllrs were reminded to complete the new Register of Interest forms.
- (ii) No Cllrs. declared any personal interest in respect of agenda items and their nature.
- (iii) Cllr Tubb declared a prejudicial interest in respect of agenda item 13(ii). Cllrs Currie, Rosbotham and Linda Webster declared a prejudicial interest in respect of agenda 13(i). The respective Cllrs. left the meeting for the relevant items.

**5. Parish Council Representative Appointments**

- (i) Resolved that Cllrs Currie and Tubb be the appointed representatives to the Lancashire Association of Parish and Town Council's Area Committee.
- (ii) Resolved that Cllrs. Rosbotham and Albert Webster be the appointed representatives to the West Lancashire District Council Liaison Committee.

**6. New Model Code of Conduct for Parish and Town Councils**

Resolved to adopt the Model Code of Conduct including paragraph 12(2).

**7. Timetable of Meetings for 2007/2008**

Resolved to hold meetings on 9<sup>th</sup> July 2007, 10<sup>th</sup> September 2007, 12<sup>th</sup> November 2007, 14<sup>th</sup> January 2008 and 10<sup>th</sup> March 2008.

**8. Minutes**

Following an amendment at item 4 for Stanley Crescent to read Stockley Crescent the minutes of the meeting held on 12<sup>th</sup> March 2007 were approved as a correct record and signed by the Chairman.

**9. Public Participation**

Cllrs resolved an adjournment of the meeting for public participation. No matters were raised. Prior to agenda item 10 the Chairman reconvened the meeting.

**10. Quality Parish Council Status**

- (i) Cllr Tubb reported that in conjunction with Holy Trinity Church a Parish Council Website had been established.
- (ii) Resolved to make a payment of £50 to the Website Co-Ordinator to offset the costs of setting up and maintaining the website.
- (iii) Resolved to hold further Parish Council Surgeries on 11<sup>th</sup> June 2007 to be attended by Cllrs Currie and Tubb, on 8<sup>th</sup> October 2007 to be attended by Cllrs Linda Webster and Albert Webster, 11<sup>th</sup> February 2008 to be attended by Cllrs Fairhurst and Gardiner and 14<sup>th</sup> April 2008 to be attended by Cllrs Rosbotham and Sumner. The venue for the June Surgery to be the Stockley Crescent Meeting Room with the venues for the other surgeries to be decided at the Parish Council meeting prior to respective surgery being held.
- (iv) The date for the 'New Councillors' Training Course was not convenient for each of the new cllrs. The Clerk agreed to find out the dates(s) of any further training courses for new cllrs, from the Lancashire Association of Parish and Town Councils.

**11. Clerks Progress Report for Information**

The Clerk presented his report which had been circulated to Cllrs. for information.

**12. Planning**

- (i) The clerk reported on the delegated decisions taken in respect of the following planning applications:-
  - Waterworks Houses, Simonswood Lane, Bickerstaffe for a part two storey/part single storey extension to side and rear: no comments submitted to WLDC
  - 124 Church Road, Bickerstaffe for a two storey extension to side and rear and a replacement porch and bay window including canopy; no comments submitted to WLDC.

- (ii) 16 Barrow Nook Lane, Bickerstaffe for a conservatory at the rear; resolved to make no comments to WLDC.

### **13. Parish Field**

- (i) Resolved for the parish field to be used for the Annual Treat Day on 6<sup>th</sup> June 2007 and the Summer Fair on 14<sup>th</sup> July 2007.
- (ii) Resolved for the parish field to be used for the Bickerstaffe Festival on 28<sup>th</sup> July 2007.
- (iii) Resolved to pursue the options for fencing around the children's play area with the ROSPA Inspector and to obtain costings in respect of the suggested options.
- (iv) Following a discussion in respect of the letter concerning the hedgerow adjacent to the children's play area a resolution was proposed by Cllr Tubb and seconded by Cllr Currie that the spraying of hedgerow be discontinued until further notice. The vote resulted in 3 Cllrs in favour and none against with 5 Cllrs abstaining. The Clerk was requested to inform the contractor to cease the spraying process until further notice. It was also resolved that 'chicken wire' should be used to cover the existing gaps in the hedgerow and Cllr Rosbotham agreed to make the necessary arrangements.

### **14. Finance**

- (i) Resolved to approve the statement of accounts for the financial year 2006/2007 and for the Clerk to arrange for an internal audit.
- (ii) Resolved to approve the bank reconciliation report dated 30th April 2007.
- (iii) The report concerning the insurance cover was presented by the Clerk and it was resolved to renew the insurance and for the premium payment of £484.09 to be processed.
- (iv) Resolved to process the payment of £455.25 to Ian Smith in respect of the parish field maintenance for the period April and May 07.
- (v) Resolved to make the following donations:-
  - £25 to Childline North West
  - £25 to Victims Support Lancashire
  - £35 to West Lancs Dial-a-Ride.
- (vi) Resolved that Cllrs Rosbotham, Webster and Fairhurst be designated as the bank account signatories and for the Clerk to progress the necessary documentation.
- (vii) The award of £1800 from WLDC'S 'Parish Councils Capital Funding Scheme' was noted.

### **15. Environmental Improvements**

Following consideration of a letter from the Street Scene Manager of WLDC it was resolved that untidy and hazardous land around the empty property at 7 Heyes Croft should be reported.

## **16. War Memorial**

The Chairman reported that enquiries concerning a schedule of work for the cleaning of War Memorial was still to be completed. It was resolved to have this item carried forward to the next meeting.

## **17. Maintenance of Street Furniture**

The Clerk informed Cllrs. that the cost of repairing the damaged seat at Heyes Croft would be £155 and that the insurance policy excess was £125. It was resolved that the repair work should be taken forward and that a claim against the insurance policy should not be made.

## **18. Correspondence for Information**

The Clerk made reference to the circulated list of items of correspondence which were available for inspection at the meeting.

## **19. Cllrs. reports and items for future agenda**

The Chairman invited individual Cllrs. to comment and the Clerk noted matters in relation to environmental issues at Heyes Croft and the need for no parking restrictions around the left hand bend from the school side of Hall Lane into Church Road. The Clerk noted the requests for a letter of thanks to be forwarded to retiring Parish Councillors and a letter to the newly elected District Councillor for Bickerstaffe concerning future liaison.

## **20. Date of next meeting**

The Chairman confirmed that the next meeting would be held on Monday 9<sup>th</sup> July 2007 commencing at 7.45pm.