

HEAPEY PARISH COUNCIL

DRAFT MINUTES (subject to approval at the next meeting) of the Annual Council Meeting held on 7 May 2024 at 7.30 pm at St Barnabas Church, Heapey.

Present Cllrs C Grunstein (Chairman), A Hodgson and M Osborne.

24.24 Election of Chairman

Resolved: Cllr Grunstein was elected.

The Chairman's Declaration of Acceptance of Office was received.

24.25 Apologies for Absence

Apologies were received from Cllrs A Crompton, C Egerton-Smith and G France.

24.26 Declarations of Interests

None received.

24.27 Election of Vice Chairman

Resolved: Cllr Osborne was elected.

24.28 Appointment of Representatives to Outside Bodies

Chorley Council Eastern Parishes Neighbourhood Area Meeting - Cllr Grunstein

Heapey and Wheelton Village Hall Committee - Cllr Hodgson

Rivington and Brinscall Local Advisory Group - Cllr Osborne

It was agreed remaining positions would be filled when necessary.

24.29 Minutes of the Meeting held on 5 March 2024

Resolved: the Minutes (as circulated) were approved and signed by the Chairman as a correct record.

24.30 Public Participation

The condition of the path from the footbridge in the White Coppice layby had been raised by a resident. This has been reported to Lancashire County Council.

Information regarding a resident's suggestion for the introduction of traffic lights at the junction of Blackburn road and Millennium Way was provided. Further information will be provided when received.

24.31 Planning Matters

24/00279/FULHH Demolition of 1no. pier, replacement boundary treatment and site access gates (maximum height .2m) at Eagle Tower Barn, Chapel Lane

24/00329/FULHH Garden room at 11 Kittiwake Road

Councillors had no objections to these applications.

24.32 Financial Matters

i) Resolved: the monitoring statement for the year ended 31 March 2024 was received.

ii) Resolved: the current monitoring statement was received.

iii) Resolved: the following payments were approved:

£ 30.36	Easy Websites	Monthly fee - May 2024
£ 2493.82	Wheulton Parish Council	Play area/War Memorial maintenance
£ 257.60	Zurich Municipal	Annual insurance premium
£ 191.59	LALC	Annual subscription
£ 25.00	Lancashire Best Kept Village	Entry fee
£ 3.14	Npower	Grass cutting
£ 82.30	DWG (NW)	Salaries, reimbursements and deductions
£ 80.00	A Partington	Internal audit fee
£ 25.00	Heapey Parish Church	Room hire
£ 791.98	Staff costs	Salaries, reimbursements and deductions
£ 30.36	Easy Websites	Monthly fee - June 2024

24.33 Asset Register

Councillors completed the annual review of the asset register.

Resolved: the Asset Register was approved.

24.34 Annual Governance and Accountability Return for the Year Ended 31 March 2024

The Annual Governance and Accountability Return for the year ended 31 March 2024 was considered in accordance with guidance within the publication Joint Panel on Accountability and Governance Practitioners' Guide 2024.

- i) The Internal Auditor's report was noted.
- ii) Resolved: the Annual Governance Statement was approved and signed by the Chairman and Clerk.
- iii) Resolved: the Accounting Statements, having been signed by the Responsible Financial Officer prior to the meeting, were approved and signed by the Chairman.

As gross income or expenditure for the financial year did not exceed £25000 and the remaining criteria for exemption from a limited assurance review were met, Councillors considered certification as exempt from a limited assurance review.

- iv) Resolved: the Certificate of Exemption was approved and signed by the Chairman and Clerk.

24.35 Reports from Outside Bodies

The new Village Hall Committee has introduced a new booking system and formal agreements for room hire. A replacement tenant for the previous nursery business has been found and some redevelopment of the building will be carried out to accommodate the new tenant.

24.36 Date of Next meeting

Tuesday 2 July 2024.

There being no further business the Chairman declared the meeting closed.