

Minutes of the Annual General Meeting and Full Parish Council Meeting held on 9/5/22 at Bretherton Endowed School, South Road, Bretherton at 7.30pm

Present: Cllr Davies, Cllr Farbon, Cllr Lloyd, Cllr Mercer, Cllr Wait and Mrs. G Southworth, Clerk to the Parish Council

In attendance; two members of the public

Matters raised by members of the public, Police or County or Borough Councillors

None

23/21 Annual Report

The Chair presented the Annual Report for 2021-22

24/21 Election of Chairman and Signing of Acceptance of Office

Cllr Lloyd was duly elected as Chair and signed the Acceptance of Office Form

25/21 Election of Vice Chairman and Signing of Acceptance of Office

Cllr Mercer was duly elected as Vice Chair and signed the Acceptance of Office Form

26/22 Apologies

None

27/22 Declarations of Interest

None.

28/22 Minutes of the Full Council Meeting held on the 4/4/22

The minutes of the meeting held on the 4/4/22 were deemed to be a correct record and were signed by the Chair.

29/22 Planning

Ref	Location	Details	Decision
22/00426/DIS	Bank Hall Bank Hall Drive Bretherton	Application to discharge the requirements of para 2.2 of Schedule 4 to the S106 agreement (post completion management plan) attached to planning permission ref: 09/01021/FULMAJ (Shell repair and refurbishment of the grade 2* listed building - Bank Hall, into 12 residential dwellings and associated development comprising of 23 residential dwellings on the former orchard site).	It was RESOLVED to make no comment
21/00841/FULHH	Fern Cottage North Road Bretherton Leyland PR26 9AY	Two storey rear extension, single storey rear extension, single storey side extension, front porch, outbuilding, entrance gates, and garden wall measuring 2m height (following demolition of 2no. outbuildings)	It was RESOLVED to make no comment

30/22 Finance

30/1/22 Payment

It was **RESOLVED** to pay the following invoices. The invoices having been inspected/authorized by Cllr Mercer and Cllr Farbon

Cheque No	Recipient	Description	Amount
1775	Glenys Southworth	April Salary and Back pay	230.66
1776	Glenys Southworth	April Expenses	147.83
1777	Wignalls Landscapes	Grounds Maintenance work in April	397.27
1778	BHIB Ltd	Insurance Premium	845.50
1779	Ian Edwards	Internal Audit fee	75.00

30/2/22 Monitoring Statement

It was **RESOLVED** that the monitoring statement for the period to the 30/4/22 be approved and the Chair signed the statement on behalf of the Parish Council

31/22 Expenditure at the 31/3/22

It was **RESOLVED** to note the expenditure at the 31/3/22

32/22 Bank Reconciliation at 31/3/22

It was **RESOLVED** to note the Bank Reconciliation at the 31/3/22

33/22 Income received during 21-22

It was **RESOLVED** to note the income figures

34/22 Precept Budget for 22-23

It was **RESOLVED** to note the budget for 22-23

35/22 Rural Energy Project

It was **RESOLVED** to note the latest position and appoint Cllr Davies as Chair of the Project Group. (See Item 44/22)

36/22 Neighbourhood Plan

It was **RESOLVED** to;
Note the latest position
Approve the employment of a Consultant subject to the receipt of the Grant

37/22 Queens Award for Voluntary Service

It was **RESOLVED** to nominate the Bretherton Branch of the Women's Institute

38/22 Public Rights of Way

It was **RESOLVED** to note the latest position and refer an additional Public Right of Way to the Lilford Estate

39/22 Grant application from Bretherton Cricket Club

It was **RESOLVED** to ask representatives of the Cricket Club to attend the June meeting to provide additional Information.

40/22 Play Area Project

It was **RESOLVED** to consider the setting up of a Committee with decision making powers to choose the Equipment. The Standing Orders in relation to Committees are attached as Appendix A

41/22 General Power of Competence

It was **RESOLVED** to adopt the Power

42/22 Defibrillator checks

It was **RESOLVED** to note the latest position

43/22 Decisions taken by the Chair

It was **RESOLVED** to note the decision

Agreeing to the Parish Council become a partner with the WI and Institute in relation to the Event in Sept

44/22 Resignation of Cllr Devany

It was **RESOLVED** to note

The resignation of Cllr Devany as a Parish Councillor and Chair/Member of the Energy Project

The procedure for the filling of a Casual Vacancy

45/22 Summer Newsletter

It was **RESOLVED** to agree the contents of the Summer Newsletter, the Closing Date for items being the 31/5/22

46/22 Clean up day

It was **RESOLVED** to note that the day will be held on the 21/5/22

47/22 Date and Time of the Next Parish Council Meeting

The date of the next Full Meeting of the Parish Council Meeting is the 13/6/22 and will be held in the Primary School, South Rd, Bretherton at 8pm

There being no further business the Chair closed the meeting at 9.15 pm

Signed.....

Position.....

Date.....

APPENDIX A

42. Committees and Sub Committees

The Council may at its Annual Parish Council Meeting appoint standing committees and may at any other time appoint such other committees as are necessary, but subject to any statutory provision in that behalf:-

- a) Shall not appoint any member of a committee so as to hold office later than the next Annual Meeting.
- b) May appoint persons other than members of the Council to any Committee; and
- c) May subject to the provisions of Order 36 above at any time dissolve or alter the membership of committee.

43. The Chairman and Vice-Chairman ex-officio shall be voting members of every committee.

44. Every committee shall at its first meeting before proceeding to any other business, elect a Chairman and may elect a Vice-Chairman who shall hold office until the next Annual Meeting of the council, and shall settle its programme of meetings for the year.

45. Special Meetings

The Chairman of a committee or the Chairman of the Council may summon an additional meeting of that committee at any time. An additional meeting shall also be summoned on the requisition in writing of not less than a quarter of the members of the committee. The summons shall set out the business to be considered at the special meeting and no other business shall be transacted at that meeting.

46. Sub-Committees

Every committee may appoint sub-committees for purposes to be specified by the committee.

47. The Chairman and Vice-Chairman of the committee shall be members of every sub-committee appointed by it unless they signify that they do not wish to serve.

48. Except where ordered by the Council in the case of a committee, or by the Council or by the appropriate committee in the case of a sub-committee, the quorum of a committee or sub-committee shall be one-half of its members.

49. The Standing Orders on rules of debate (except those parts relating to standing and to speaking more than once) and the Standing Order on interests of members in contracts and other matters shall apply to committee and sub-committee meetings.

50. Advisory Committees

- a) The Council may create advisory committees, whose name, and number of members and the bodies to be invited to nominate members shall be specified.
- b) The Clerk shall inform the members of each advisory committee of the terms of reference of the committee.
- c) An advisory committee may make recommendations and give notice thereof to the Council
- d) An advisory committee may consist wholly of persons who are not members of the Council.

Voting in Committees

- 51. Members of committees and sub-committees entitled to vote, shall vote by show of hands, or, if at least two members so request, by signed ballot.
- 52. Chairmen of committees and sub-committees shall in the case of an equality of votes have a second or casting vote.
- 53. Presence of Non-Members of Committees at Committee Meetings

A member who has proposed a resolution which has been referred to any committee of which he is not a member, may explain his resolution to the committee but shall not vote.

The public and press shall be admitted to all meetings of the Council and its committees and subcommittees, which may, however, temporarily exclude the public and press by means of the following resolutions: - "That in view of the [special] [confidential] nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw"

- 68. The Council committee or sub-committee shall state the special reason for exclusion.

Note from the Clerk

If a decision making Committee is established to decide on the purchase of the new equipment for the Play Area, then at the first meeting a Chair would need to be elected and then the Committee would need to resolve to exclude the Press and Public. The timescales for the distribution of agenda and publication of agendas would apply and the public would have the right to attend until excluded.

Basically the choice of the equipment will need to be decided at formal meeting, but you could have an informal discussion group to look at what is available and make a suggestion.

