

**MINUTES OF THE ANNUAL MEETING OF
HIGHTOWN PARISH COUNCIL
HELD ON 20th MAY 2024 AT THE ALT CENTRE**

Present: Cllrs: Shacklady (in the chair), Barlow, Langley, Munro, Stobie and Williams.

2024/28. Election of Chairman.

RESOLVED that Councillor Shacklady be elected as Chairman of Hightown Parish Council and Councillor Shacklady's declaration of acceptance of office was received.

2024/29. Election of Deputy Chairman.

RESOLVED that Councillor Munro be elected as Deputy Chairman of Hightown Parish Council.

2024/30. Apologies for absence.

Cllr Magill.

2024/31. Declarations of interest - Members are requested to give notice of any interest relating to any item on the agenda.

None.

2024/32. Minutes.

RESOLVED that:

1. The Minutes of the Ordinary Meeting held on 18th March 2024 be approved as a correct record, and
2. The Minutes of the Extraordinary Meeting held on the 26th March be approved as a correct record.

2024/33. To adjourn the meeting to receive public comments.

Sefton Cllr Dominc McNabb attended to introduce himself.
A resident attended regarding amenity land at Thirlmere Drive.

2024/34. Casual vacancy.

RESOLVED that Alan Langley be co-opted as a Member of Hightown Parish Council.

2024/35. Annual Governance and Accountability Returns 2023/24.

RESOLVED that:

1. The Annual Internal Audit Report 2023/24 be received;
2. Section 1 – Annual Governance Statement 2023/24 be approved;
3. Section 2 – Accounting Statements 2023/24 be approved.

2024/36. Internal Auditor.

RESOLVED that the appointment of Batten Hughes as internal auditor to complete the Annual Internal Audit Report for the financial years 2024/25 be approved at a cost of £144 (inc VAT).

2024/37. Review and approve policies.

RESOLVED that the following policies be approved:

1. Standing Orders;

2. Financial Regulations;
3. Scheme of Delegation;
4. Grant awarding policy;
5. Grant application form;
6. Habitual or Vexatious Complaints, Correspondence and Data Request Policy;
7. Hall hire terms.

2024/38. Working Groups.

RESOLVED that all Cllrs be appointed to the Alt Centre working group.

2024/39. Alt Centre alarms.

RESOLVED that this item be deferred to the Alt Centre working group for consideration.

2024/40. Quote for gardening work.

RESOLVED that the quotes received of £1,200 for maintenance of the roundabout and £360 for the maintenance of the Alt Centre garden be approved for the current financial year.

2024/41. Friends of Hightown Group.

RESOLVED that this item be deferred to the Alt Centre working group for consideration.

2024/42. Update on speed monitors and traffic issues.

Members received an update on information provided from Merseyside Road Safety Partnership advising that a speed monitor had been requested on from Sefton to address the extent of the problem with speeding on Thornbeck Drive.

2024/43. Beach walks.

RESOLVED that a budget of up to £50 be set for each of up to 2 beach walks.

2024/44. Reports of meetings.

Cllr Munro reported on the imminent retirement of Gordon Black this coming June and the suggestion from the proprietor of the new coffee shop that a bike rack could be put in the village green.

2024/45. Correspondence.

None.

2024/46. Planning applications.

RESOLVED that the applications be noted.

2024/47. Accounts paid and for payment.

RESOLVED that the amounts listed on the schedule circulated be approved.
