

**MINUTES OF THE ANNUAL MEETING OF
HIGHTOWN PARISH COUNCIL
HELD ON 15th MAY 2023 AT THE ALT CENTRE**

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

2023/30. Election of Chairman.

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

2023/31. Election of Deputy Chairman.

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

2023/32. Apologies for absence.

Cllrs Magill and Stobie.

2023/33. Declaration of acceptance of office.

Declarations of acceptance of office were received from Councillors.

RESOLVED that the period for receipt of declarations of acceptance of office from Councillors be permitted at or before the meeting scheduled to take place on 17th July 2023.

2023/34. Minutes of the Ordinary Meeting held on 20th March 2023.

RESOLVED that the Minutes of the Ordinary Meeting held on 20th March 2023 be approved as a correct record.

2023/35. Declarations of interest - Members are requested to give notice of any interest relating to any item on the agenda.

None.

2023/36. To adjourn the meeting to receive public comments.

A resident attended to discuss concerns about the state of grass verges in the village.
A resident attended to query position regarding return of lizards to amenity land on Thistledown Drive.

2023/37. General power of competence

RESOLVED that the Council meets the criteria set out by the Secretary of State in respect of the General Power of Competence as set out in the Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.

2023/38. Annual Governance and Accountability Returns 2022/23.

RESOLVED that:

1. The Annual Internal Audit Report 2022/23 be received;
2. Section 1 – Annual Governance Statement 2022/23 be approved;
3. Section 2 – Accounting Statements 2022/23 be approved.

2023/39. Banking arrangements.

RESOLVED that no changes are required to the current bank signatories Cllrs Magill, Munro and Shacklady.

2023/40. Review and approve policies.

RESOLVED that the following policies be approved:

1. Standing Orders;
2. Financial Regulations, specifically the proposed amendment to

- clause 5.7;
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.

2023/41. Internal Auditor.

RESOLVED that the appointment of Batten Hughes as internal auditor to complete the Annual Internal Audit Report for the financial years 2023/24 be approved at a cost of £144 (inc VAT).

2023/42. Working Groups.

RESOLVED that this item be deferred to the next meeting.

2023/43. 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.

2023/44. Beach walks.

RESOLVED that:

1. The dates agreed with Sefton Rangers for the provision of beach walks on Monday 12th June, Monday 14th August & Monday 13th November 2023 be noted with each walk to last for about 3 hours with a limit of 30 places for each walk;
2. The cost of £50 for each of the walks payable to Sefton be approved; and
3. A budget of up to £150 for the provision of refreshments to walkers on their return be approved.

2023/45. Reports of meetings.

Cllr Munro and the clerk attended a meeting with the community police at Formby.

2023/46. Correspondence.

The clerk reported on correspondence from a resident about speeding and this will be referred to the next community police meeting. A resident expressed concern about erosion of the dunes and this query was referred to Sefton for a response.

2023/47. Planning applications.

RESOLVED that the applications be noted.

2023/48. Accounts paid and for payment.

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