

	Meeting (No)	<b>FULL COUNCIL (5)</b>
	Time & Date	<b>6.30pm, 19<sup>th</sup> September 2017</b>
	Location	<b>Neston Town Hall, High Street, Neston</b>
<b>Draft - Minutes</b>		

<p><b>Present:</b> Councillors Cllrs Kynaston (Mayor), Barker, Carter, Chapman Clayton, Fleetwood, Griffiths, Hine, Lloyd, Marlow, Pilley, Roberts, Warner and Yarker Mrs Kunaj (Council Manager) and Mr T Godfrey (Finance Manager)</p> <p><b>In attendance:</b> One member of the public</p>	
<b>66</b>	<b>Questions and comments from residents:</b> None.
<b>67</b>	<p><b>Apologies for absence:</b></p> <p><b>Resolved</b> to accept apologies from Cllrs Chambers (personal), Cllr Cray (personal) and Howe (business)</p>
<b>68</b>	<b>Declarations of Interest:</b> None.
<b>69</b>	<b>Minutes of the last meeting</b>
	<b>Resolved</b> to approve the minutes of 27.06.17 and 15.08.17 as a true and correct record. The Mayor signed the minutes.
<b>70</b>	<b>Council Manager's Report</b>
	The Council Manager's report was received by members.
<b>71</b>	<b>Chairman's Announcements</b>
	<p>The Chairman announced that she and the Deputy Mayor had attended a number of civic functions on behalf of the Council, one of which was the opening ceremony at Neston High School. The school expressed their interest for greater connection between the school and Council. Details of the events attended will be added to the Mayors blog.</p> <p>It was noted that a number of councillors and ex-councillors had attended at ex-councillor Sharkey's funeral, this was on the day, appreciated by his family.</p>
<b>72</b>	<b>Recommendations from Committees</b>
	<p><i>Policy committee 29.08.17</i></p> <p>i. <i>End of year accounts (item 65)</i></p> <p>Council received the end of year financial report. It was noted that of the £58K underspend, there had been earmarked reserve movements of £28K which resulted in an overall underspend of £28K. It was explained that unused budget funds would be allocated to the general reserve for future use.</p> <p><b>Resolved</b> that they were happy to accept and approve the end of year financial report.</p>
	<p><i>Items 72 1 ii and iii and 2 were carried forward by common consent – see below</i></p> <p><i>Items 76, 77 and 78 were brought forward by common consent – see below</i></p>
<b>76</b>	<b>Finance</b>
a	<b>Resolved</b> to approve expenditure of £2,171.96 net for the Council's current account.
<b>Mayor's initial and date</b>	

c	The FairFX card expenditure from 20.06.17 to 05.09.17 of £932.15 was noted.
d	The income from 20.07.17 to 05.09.17 £15,068.26 was noted. No questions were raised.
e	<b>Resolved</b> to agree the reconciliations of the Council's bank accounts to the bank statements to 31.07.17. The Mayor signed the balancing figures.
<b>77</b>	<b>Annual Return for the Year ended 31 March 2017</b>
a	Section 3 – External audit report and certificate was received. On the basis of their review of the annual return, in their opinion the information in the annual return is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislative and regulatory requirements have not been met. <b>Resolved</b> to accept the report.
b	The Annual internal audit report 2016/17 was received. Members noted the report stated that all significant respects and control objectives are being achieved throughout the financial year to a standing adequate to meet the need of the authority. <b>Resolved</b> to accept the report.
c	Members noted that BDO LLP are not the Town Council's appointed auditors for year ended 31 March 2018 onwards.
<b>78</b>	<b>Risk Assessment</b> <b>Resolved</b> to approve the risk assessment for Full Council
<i>Mr Godfrey, NTC's Finance Manager left the meeting</i>	
<b>72</b>	<b>Recommendations from Committees</b>
1	<i>Policy committee 29.08.17</i> ii. <i>Standing Committee meetings (item 73)</i> <b>Resolved</b> that the Council Manager be given authority to convene additional meetings of all standing committees in liaison with the relevant committee chair or deputy chair. iii. <i>Footpath refurbishment (Manorial Road, Parkgate) (Policy committee 29.08.17 item 74 &amp; agreed at Places committee 05.09.17 item 49)</i> <b>Resolved</b> that that £750 from budget line 9333 (unallocated New Homes Bonus) be paid as a contribution towards the cost of refurbishing Footpath 10, Manorial Rd, Parkgate.
2	<i>Places committee 05.09.17</i> a. Monitoring the Neston Neighbourhood Plan (item 52.e). One councillor came forward and it was confirmed that in addition Cllr Kynaston was currently a member. <b>Resolved</b> to nominate Cllr Warner to the appointment of to the Neston Neighbourhood Monitoring Group. b. Planning applications procedure (item 48a)  <b>Mayor's initial and date</b>

	<b>Resolved</b> that the final paragraph of the procedure is updated to read: "Neston Town Council will only submit responses to planning applications following discussion by Committee".
<b>73</b>	<b>Project Rural Matters meetings</b>
	<b>Resolved</b> to nominate Cllr Lloyd as the Town Council representative to attend at Project Rural Matter meetings and report back to the People committee.
<b>74</b>	Election of Members to Policy Committee (FC 16.05.17 item 12 & 27.06.17 item 47)
	<b>Resolved</b> to elect Cllr Pilley in addition to currently elected Cllr Roberts, the Chairman of the Council and the standing Committee Chairmen for People, Places and Resources.
<b>75</b>	<b>Standing Committees</b>
	The vacancies for members of the Council's Standing Committees were noted <ul style="list-style-type: none"> <li>a) Policy – 6 (no vacancies)</li> <li>b) People – 6 (1 vacancy)</li> <li>c) Places – 6 (1 vacancy)</li> <li>d) Resources – 7 (no vacancies)</li> </ul> <p>b) Cllr Chambers had advised the Chairman that she wished to stand down from all committees.</p> <p>c) <b>Resolved</b> to elect;</p> <ul style="list-style-type: none"> <li>• Cllr Howe to fill the People committee vacancy,</li> <li>• Cllrs Chapman and Warner to fill the Places committee vacancies, and</li> <li>• Cllr Hine to fill the Resources committee vacancy.</li> </ul>
	<i>Items 76, 77 and 78 were brought forward by common consent – see above</i>
<b>76</b>	<b>Finance (a-e)</b>
<b>77</b>	<b>Annual Return for the Year ended 31 March 2017 (a-c)</b>
<b>78</b>	<b>Risk Assessment</b>
<b>79</b>	<b>Review of Electoral arrangements</b>
a	The draft recommendations from the Local Government Boundary Commission were considered.
b	A response to the consultation was considered. <b>Resolved</b> to reject the Boundary commission recommendation for no ward divisions but a three councillor ward. <b>Resolved</b> to reaffirm the town council submission for three-councillor wards, all of which would have good electoral equality in 2023. That the proposal, based on a preference for single-councillor wards, accepts as a consequence that some of its boundaries 'are somewhat arbitrary' and to provide delegated authority to the Council Manager to submit a response in liaison with ex-councillor Shipman who had been the lead for the Review of the Electoral arrangements task and finish group.  <b>Mayor's initial and date</b>

	Information surrounding this consultation is to widely publicised by the town council.
<b>80</b>	<b>Local Council Excellence Awards</b>
	<b>Resolved</b> to nominate Cllr Griffiths to enter for an award for Community Involvement to this year's event.
<b>81</b>	<b>Minutes of Committees &amp; Working Groups</b>
	The minutes were noted.
a	<i>Policy committee: 06.07.17, 19.07.17, 27.07.17 &amp; 29.08.17</i>
b	<i>Resources committee: 25.07.17</i>
c	<i>Places committee: 27.06.17 &amp; 05.09.17</i>
d	<i>People committee: 18.07.17 &amp; 27.07.17</i>
<b>82</b>	<b>Other Items:</b> The Chairman will speak with committee chairs regarding the schedule of meetings for next year.
<b>83</b>	<b>Next meeting:</b> 14 <sup>th</sup> November 2017.

**Meeting closed at 7.35pm**

**Signed** \_\_\_\_\_ **Dated** \_\_\_\_\_