

Minutes of the meeting of Hilldale Parish Council
Held at 8:00 pm on 4th July 2019
Hilldale Parish Council

	Present Cllrs. Chairman, Cllr Bell. Vice Chairman Ward, Ashcroft. (1 member of the public) Minutes taken by Clerk Angela Nicholls
1	Gary Ward took the Oath to accept the role of Councillor and the office of Vice Chairman. He signed the copy of the Oath.
2	Apologies for Absence. Cllr Whittington. Cllr Blake
3	Declaration of Interests and Dispensations None received.
4	The Minutes of the Parish Council meeting held on the 9th May 2019 having been circulated were taken as read, and were signed as a correct record.
5	Matters arising from the minutes It was agreed the HCA can install a strip light in the hall attic to help find stored items. He and the Parish would look into the possibility of setting up a Community Speed Watch for the next meeting. Issues about parking outside Solid State Security Ltd were discussed. It was agreed that more public reporting re the issue will provide statistics to allow action to be taken.
6	Public Time Chairman HCA Bill Halkett is concerned about the speed of tractors through the village. Bill Halkett thanked the retiring Clerk for the work she has done with the HCA.
6	Chairman Cllr Bell reported David Riding will cut a test area in the hall floor to get a sample of the floor. The purpose of the floor sample is to determine what action is needed to correct the fault and also to pursue legal action. The fault will be rectified at no cost to the council whatever the outcome of any legal action.
7	It was discussed and agreed when to advertise the position of Parish Clerk/ Responsible Finance Officer with the Champion, Parish Newsletter and Parish Facebook.
8	The Parish Councillors will agree a date with the retiring Clerk to review what is on the Parish laptop
9	The contents of the Newsletter were discussed and it was agreed the final proof would be authorised via email
10	The quotes to refurbish the toilets will be considered at the next meeting after the Clerk asks the contractors to include replacing the sanitaryware in the Men's toilets, painting it and hand dryers in each toilet. The Clerk will also ask the contractors for details of which sanitaryware and fittings are included in their quotes.
11	It was discussed and agreed to ask Richard Durning School if they would like to run a competition for the children to design new banners in September
12	Work required to the playground following the Annual playground inspection report was deferred to the next meeting to allow for a site meeting with the contractor to assist in making a decision on repairs, or considering replacement of the equipment.
13	The quote from David Riding was considered and accepted. The Clerk was instructed to contact David to confirm acceptance. Work on the ramp path and additional section of path near the playground will be completed within 14 days of notification of acceptance of the quote.
14	It was discussed and agreed the Chairman of the HCA would bring options for a new noticeboard to the next Meeting. If possible the Parish Council would prefer it matched the Parish Noticeboards
15	Nothing to report from meetings of outside bodies West Lancs Area Committee, Laptc and the HGV traffic group.

Draft Minutes of the meeting of Hilldale Parish Council
Held at 7:00pm on 4th July 2019
Hilldale Parish Council

16	Clerks Report.			
	<ul style="list-style-type: none"> • Called out to front door of hall not opening • Showed new hirers round • Called lock smith and attended while new lock being fitted • Prepared papers and sent off to External Audit • Archived last year's papers • Checked the Cleaners self employed status • Invoices for Hall hirers • Sought additional quotes for the new toilets • Sought quotes for the playground • Prepared the paperwork etc for the handover • Started the Newsletter • Invoiced the Hall hirers • Took several calls re parties at the hall over the summer 			
17	Accounts for payment			
	Payment	Payee	Reason	Amount
	Online	Guardian Lock Smith	Lock on front door	£45.00
	DD	United Utilities	Water	£7.46
	Online	L Davies	Move tree nursery	£400.00
	Online	G Royle	re paint after damage to walls	£200.00
	Online	Angela Nicholls	Parish Clerk May 2018	£435.58
	Online	Angela Nicholls	Internet/ telephone and working from home May	£26.00
	Online	HMRC	Tax	£2.00
			Total for May	£1,116.04
	DD	Alison Johnson	Cleaners wages for May 2019	£140.00
	DD	EON	Electricity	£51.00
	Online	L Davies	Field May 2019	£592.85
	DD	United Utilities	Water	£7.46
	DD	British Gas	JUNE	£30.18
	Online	Angela Nicholls	Parish Clerk June 2019	£435.58
	Online	Angela Nicholls	Internet/ telephone and working from home June	£26.00
	Online	HMRC	Tax	£2.00
			Total for June	£1,285.07
	Online	Alison Johnson	Cleaners wages for June 2019	£160.00
	Online	JRB Enterprise	Dog Bags	£196.20
	Cheque	Gary Gibson	To repair the Hall Front door	£150.00
			Total for July	£506.20
18	Date and time of next meeting			
	The next meeting of the Council will be held at 7.00 pm 5 th September 2019 In the Village Hall			
19	There being no other business the Chairman closed the meeting 9:45 pm			

Signed: _____ Date _____
Name: Ian Bell, Chairman, Hilldale Parish Council

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	Private and Confidential
1	The employment status of the cleaner and agreed to offer an open ended contract of employment rather than a fixed term self employed status contract and asked the Clerk to contact Alison.