**Billinge Chapel End Parish Council**

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**Minutes of the Billinge Chapel End Parish council Annual Parish Meeting**

**on Monday 19th May January 2025 at 7.45pm**

**at The Public Hall, 216 Main Street, Billinge WN5 7PE.**

**Present:** Cllr Frank Gill (Chair), Cllr M Webster Vice Chair, Cllr B Bates, Cllr S Gardner, Cllr Fiona Gill, Councillor J Barnes, Councillor Peter Colin Betts

Karen Newton – Clerk

2 members of the public.

**1/25 Apologies.**

Cllr B Bradbury – reasons provided.

**2/25 Declarations of interest and dispensations.**

None.

**3/25 – Approval of Minutes from the Meeting held on 14th April 2025**

It was **RESOLVED** that **Cllr Frank Gill** proposed the approval of the minutes of the meeting held on 14th April 2025. The proposal was **seconded by Cllr J. Barnes**, and **all members present agreed**.

**4/25 To Appoint a Chair for 2025**

**Election of Officers**

4.1 It was **RESOLVED** that **Cllr Frank Gill** was nominated for the position of Chairperson by **Cllr Fiona Gill**, and the nomination was **seconded by Cllr Barnes.  
All members present agreed to the appointment.**4.2 It was further **RESOLVED** that **Cllr Frank Gill** signed the Declaration of Office.

**5/25 To Appoint a Vice Chair for 2025**

**Election of Officers**

5.1 It was **RESOLVED** that **Cllr Malcom** **Webster** was nominated for Vice Chairperson by **Cllr Fiona** **Gill** and the nomination **was seconded by** **Cllr Bill Bates** all agreed.

5.2 It was further **RESOLVED** that **Cllr Malcom Webster** signed the declaration of Office.

**6/25 - To appoint members onto committees and outside bodies**

See attached

**7/25 – Public Participation**

None

**8/25 – To consider Planning applications and reports**

**P/2025/0262/HHFP**

**Proposal:** Ground and First Floor rear Extensions and first floor front extension.

**For:** Householder Planning application

**Location:** 2 Crookhurst Ave, Billinge, St Helens

**Action:**To be placed back on the agenda for the June meeting.  
Cllr Colin Betts requested to review the plans following discussion with the Planning Project Team.

**9/25 Finance.**

Expenditure

|  |  |  |  |
| --- | --- | --- | --- |
| EDF | Electric | £78.16 | DD |
| EDF | Gas | £179.18 | DD |
| Water Plus | Water | £609.32 | BACS |
| Peter Anders | Kitchen Window Replacement | £560.00 | BACS |
| LALC | Membership | £791.01 | Bacs |
| Local Life | Double Page advert | £506.40 | Bacs |
| HMRC | May | £846.72 | Bacs |
| BT | Phone/Internet Charges | £22.30 | DD |
| Easy websites | Monthly Charge | £36.96 | DD |
| Unity Trust Bank | Service charge | £6.00 | At Source |

It wa**s RESOLVED** that **Cllr F Gill** proposed Billinge Chapel End Parish council approve the payment schedule for May 2025, seconded **Councillor Fiona Gill**, all agreed.

**10/25 - Public Hall Reading Room Update**

The Council agreed to proceed with one of the submitted quotes for the construction of the Reading Room. All members were in unanimous support of moving the project forward.

Councillor C. Betts reported that during a recent meeting with St Helens Borough Council, it was confirmed that a grant of £5,000 is available to support the internal décor of the Reading Room. Additionally, the planning application fees for this project will be waived. Cllr Betts will forward the grant details to the Clerk.

It was noted that comments had been received suggesting the formation of a project management working group to oversee the build. This item will be added to the agenda for the June meeting.

It was resolved to approve the architect’s fee to advance the development.

**RESOLVED:** On a proposal by Cllr F. Gill, seconded by Cllr Fiona Gill, Billinge Chapel End Parish Council approved the payment of £3,000 for the architect’s fees. The resolution was carried unanimously.

**11. Update on Website and Email Accounts**

An update was provided regarding the website and parish council email accounts. The transition of the website to the new platform has been completed.

During the meeting, the IT support representative—who was present—assisted with resolving issues related to councillor email accounts. The setup is now almost complete.

**12. To consider the reports from the parish council representatives on committees, working groups, and outside bodies.**

* **Residents’ Association:** An update was provided, including a summary of the recent VE Day event. The event was well attended and positively received by the community. Thanks were extended to all volunteers and participants who contributed to its success.
* **Update on the Stork Public House** As of now, no demolition or construction work has commenced on the site. The building remains boarded up, and the future of the development is uncertain. The community continues to monitor the situation closely, with ongoing advocacy for the preservation of the site's historical value. Cllr Betts has requested permission to access the site to take photographs. However, it has been confirmed that only the three ward councillors will be permitted to enter the site on **29th May 2025** for this purpose.

**13. To approve Section 1 and Section 2 of the Annual Governance and Accountability Return (AGAR)**

Council reviewed Sections 1 and 2 of the AGAR; however, approval was deferred. It was agreed that the documents will be brought back for consideration at the June meeting.

**14. Report and Correspondence (Information Only)**

* **Police Report:** The report was noted; however, it was agreed that further information is required for a fuller understanding. The Clerk will follow up with the relevant authorities to request additional detail.

**15. Date and Time of the Next Meeting**  
The next meeting will be held on **Monday, 16th June 2025 at 7:30 PM**.

Meeting closed at 8.45pm