



# Billinge Chapel End Parish Council

The Public Hall, 216 Main Street, Billinge WN5 7PE

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## Billinge Chapel End Parish Council Meeting

### Minutes of the Annual Meeting of Billinge Chapel End Parish Council

Held on Monday 18<sup>th</sup> May 2026 at 7:00pm

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

**Present** Cllr Malcom Webster, Cllr S Jennings, Cllr Bill Bates,  
Cllr Colin Betts, Cllr S Rahman, Cllr S Owen.

Karen Newton – Clerk

14 Residents

Cllr P Peers

Meeting started at 7.15PM due to the APM

#### **1. Election of Chair of the Council for 2026–2027**

Two councillors were nominated for the position of Chair of the Parish Council for the municipal year 2026–2027.

Cllr S Owen abstained from the nomination.

A vote was taken. The results were:

- Cllr Sarah Jennings – 1 vote
- Cllr Malcolm Webster – 2 votes

**Resolved:** That Cllr Malcolm Webster be elected Chair of the Parish Council for 2026–2027.

#### **2. Chair to Sign Declaration of Acceptance of Office**

Cllr Malcom Webster signed the Declaration of Acceptance of Office, witnessed by the Proper Officer.

#### **3. Declaration of Acceptance of Office (All Councillors)**

All elected and re-elected councillors present signed their Declaration of Acceptance of Office forms prior to taking part in Council business.

#### **4. Election of Vice-Chair of the Council for 2026–2027**

**It was proposed** By Cllr Bill Bates and **seconded** by Cllr Colin Betts that Sarah Jennings be elected Vice-Chair of the Parish Council for the municipal year 2026–2027.

**Resolved:** That Cllr Sarah Jennings be elected Vice-Chair of the Parish Council for 2026–2027.

#### **5. Apologies**

No apologies for absence were received.

#### **6. Declarations of Interest and Dispensations**

No declarations of interest were made and no requests for dispensation were received.

#### **7. Approval of Minutes of the Previous Annual Parish Council Meeting**

The minutes of the Annual Parish Council Meeting held on Monday 19 May 2025 were considered.

**It was proposed** by Cllr Bill Bates and **seconded by** Cllr Colin Betts that the minutes be approved.

**Resolved:** That the minutes of the meeting held on 19 May 2025 be approved as a correct record and signed by the Chair.

#### **8. Appointment of Committees and Working Groups**

The Council considered appointments to committees, working groups and outside bodies for 2026–2027.

**Resolved:**

- That all finance matters be considered by the Full Council and that the Finance Committee be discontinued.
- That budget and precept discussions be held in Part II where appropriate.
- That all planning matters be considered by the Full Council.
- To approve the renaming of the Personnel Committee to the Staffing Committee and to adopt the updated Terms of Reference accordingly.

The following appointments were agreed:

<b>Committee / Working Group / Outside Body</b>	<b>Membership</b>
All Finance	Full Council
Staffing Committee including Hearing and Appeals for disciplinary and grievance matters	Cllr Malcolm Webster (Chair), Cllr Sarah Jennings (Vice-Chair), Cllr Sue Rahman, Cllr Bill Bates, Cllr Stephen Owen
All Planning	Full Council
Billinge Beacon / Local Life Working Group	Cllr Sue Rahman, Cllr Stephen Owen
Press Advisors	Jeremy Barnes, Cllr Colin Betts
Events Working Group	Cllr Malcolm Webster (Chair), Jeremy Barnes
Dam Slacks Play Area	Cllr Colin Betts, Cllr Malcolm Webster, Cllr Stephen Owen
Eddleston Trust	Cllr Sarah Jennings, Cllr Colin Betts

## **9. Review of Governance Documents**

### **9.1 Standing Orders**

The Council reviewed the Standing Orders.

**It was proposed** by **Cllr Sarah Jennings** and seconded by **Cllr Sue Rahman** to adopt the Standing Orders.

**Resolved:** To adopt the Standing Orders.

### **9.2 Financial Regulations**

The Council reviewed the Financial Regulations.

**It was proposed** by **Cllr Sue Rahman** and seconded by **Cllr Sarah Jennings** to adopt the Financial Regulations.

**Resolved:** To adopt the Financial Regulations.

### **9.3 Code of Conduct**

The Council reviewed the Code of Conduct.

**It was proposed** by **Cllr Bill Bates** and seconded by **Cllr Sarah Jennings** to confirm adoption of the Code of Conduct.

**Resolved:** To confirm adoption of the Code of Conduct.

### **9.4 Risk Management Arrangements**

The Council reviewed its risk management arrangements.

**It was proposed** by **Cllr Stephen Owen** and **seconded** by **Cllr Sarah Jennings** to approve the Council's risk management arrangements.

**Resolved:** To approve the Council's risk management arrangements.

### **9.5 Asset Register**

The Council reviewed the Asset Register.

**It was proposed** by **Cllr Sarah Jennings** and seconded by **Cllr Sue Rahman** to approve the Asset Register.

**Resolved:** To approve the Asset Register

## **10. Review of Insurance Arrangements**

The Council reviewed the adequacy of its insurance cover.

**Resolved:** That the Council's insurance arrangements be confirmed as adequate. The Clerk is to write to the Council's insurers to confirm adequacy once all new items have been added to the Fixed Asset Register.

## **11. Review of Meeting Schedule for 2026–2027**

The proposed calendar of meetings for 2026–2027 was considered.

**Resolved:** To approve the meeting schedule for 2026–2027.

## **12. General Power of Competence**

The Council considered whether it met the eligibility criteria to adopt the General Power of Competence under the Localism Act 2011.

It was confirmed that:

- At least two-thirds of the Council had been elected at the last ordinary election; and
- The Clerk held the CILCA qualification.

**It was proposed** by **Cllr Sue Rahman** and seconded by **Cllr Bill Bates** that the Council adopts the General Power of Competence.

**Resolved:** That the Council adopts the General Power of Competence with immediate effect.

### **13. Public Participation**

In accordance with the Council's Standing Orders, members of the public were invited to address the Council at the discretion of the Chairman for a limited period. Matters raised were noted and no decisions were taken under this item.

A resident raised concerns regarding Ashfield Crescent, including fallen trees, blocked drains, and flooding. It was reported that drainage in the area is currently being pumped approximately every three months by the Fire and Rescue Service. Concerns were also raised that the alleyway (approximately 200 yards in length) has no formal drainage, with debris build-up contributing to flooding issues. It was further noted that flood levels have on occasion been significant, with children reportedly using the flooded area for kayaking.

Cllr Peter Peers also raised the issue of the proposed extension of bus route 137, which currently serves the Trent Road and London Fields estates. It was noted that a proposal had been made to extend the service to include Garswood Estate and Ashfield Crescent. A response from the bus operator stated that the roads were considered too narrow and that parked vehicles would restrict access.

This response was not accepted by residents, who highlighted that tractors regularly use these roads and that the route distance is comparable to sections already served by the existing service.

**Action:** The Council agreed that the Clerk will write to United Utilities and the Tree Officer at St Helens Council regarding the flooding and drainage issues, and that further correspondence will be made to the bus operator to seek clarification and reconsideration of the proposed route changes.

### **14. Date and Time of Next Meeting**

Confirmed the date of the next Annual Meeting of the Parish Council **Monday 17<sup>th</sup> May 2027 7PM**

**Meeting Closed at 8:10PM**

**Signed:**

**Date**

Press and public are welcome to attend.