



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 Billinge Chapel End Parish Full Council Meeting

Held on Monday 18th May 2026 at 7:30pm

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

Present Malcom Webster (Vice Chair Acting Chair), Cllr B Bates,
Cllr C Betts, Cllr S Rahman, S Jennings, Cllr S Owen (Cllr J Barnes joined the meeting after Co-option)
Karen Newton - Clerk
0 Residents

1. Apologies

No apologies for absence were received.

2. Declarations of Interest and Dispensations

No requests for dispensations were received.

3. Minutes

The minutes of the Full Council Meeting held on Monday 20 April 2026 were considered.

Resolved: That the minutes of the Full Council Meeting held on Monday 20 April 2026 be approved as a true and accurate record and signed by the Chair.

Proposed by: Cllr Bill Bates

Seconded by: Cllr Sue Rahman

4. Public Participation

No members of the public were present, and no matters were raised.

5. Co-option to the Council

5.1 Applications for Co-option

The Council received applications for co-option from Bill Bradbury, Diane Gilchrist and Jeremy Barnes.

5.2 Questions from Councillors to Candidates

Councillors were given the opportunity to ask questions of the candidates. Jeremy Barnes was the only candidate in attendance and responded to questions from members.

5.3 Consideration of Applications and Co-option

The Council considered the applications received and **resolved** to co-opt Bill Bradbury, Diane Gilchrist and Jeremy Barnes.

Proposed by: Cllr Bill Bates

Seconded by: Cllr Sue Rahman

6. Grant Applications

The Council considered the grant application received in support of the Billinge Food Pantry.

6.2 Grant Awards

Following discussion, it was:

Resolved: To transfer £1,000.00 from the Events Earmarked Reserve to the Grants Budget to enable grant funding to be provided, as members considered the support for the Billinge Food Pantry to be a necessary and worthwhile community grant.

Proposed by: Bill Bates

Seconded by: Sarah Jennings

7. Finance & Governance

7.1 Payment Schedule – April 2026

The Payment Schedule for April 2026 was considered.

Resolved: To approve the Payment Schedule for April 2026.

Proposed by: Cllr Sarah Jennings

Seconded by: Cllr Sue Rahman

7.2 Bank Reconciliations – April 2026

The bank reconciliations for April 2026 were considered.

Resolved: To approve the bank reconciliations for April 2026.

Proposed by: Cllr Sue Rahman

Seconded by: Cllr Sarah Jennings

7.3 Publication of Expenditure Over £100

The publication of expenditure items over £100.00 for April 2026 on the Parish Council website was **noted**.

7.4 May 2026 Payments

The schedule of payments for May 2026 was considered.

Resolved: To approve and authorise the May 2026 payments.

Proposed by: Cllr Sarah Jennings

Seconded by: Cllr Colin Betts

7.5 LALC and NALC Annual Subscriptions

The Council considered renewal of its annual membership subscriptions to the Lancashire Association of Local Councils (LALC) and the National Association of Local Councils (NALC).

Resolved: To renew membership and approve payment of the annual subscription fee of £796.41.

Proposed by: Cllr Bill Bates

Seconded by: Cllr Sarah Jennings

7.6 Pension Records and Audit Confirmation

The Council considered the request received following the March 2026 submission for Billinge Parish Council (00050) in relation to pension records and noted that the Council's records are fully reconciled with no outstanding queries.

Resolved: To authorise Cllr Malcolm Webster, as Chairman, to provide written confirmation on Council headed paper that the pension figures supplied are accurate and complete for audit purposes and to sign the required letter.

8. Planning Applications

The Council considered planning applications received from the Local Planning Authority and agreed its responses as follows:

P/2026/0225/PIP

6 Linden Grove, Billinge, St Helens, WN5 7QP

Permission in Principle for residential development of 1 dwelling.

Resolved: The Council has *no comments* on this application.

9. Garage Roof Repair Quote

The Council considered obtaining a quotation for repair of the garage roof from the builder currently constructing the Reading Room.

It was **agreed** that Cllr Colin Betts would inspect the garage roof and carry out or arrange the necessary repairs as required.

10. Cooker Replacement

The Council considered the replacement of the cooker hob and oven following the failure of the existing hob.

It was **agreed** to purchase a new cooker and hob.

11. Relocation of Fencing/CCTV

11.1 Fencing Relocation

The Council considered the removal of the existing fencing and its relocation to the right-hand side of the building. It was noted that quotations would be required on headed paper and inclusive of VAT.

Resolved: That the Clerk obtain three quotations for the removal of all fencing.

11.2 CCTV System Update

The Council received an update regarding the CCTV system.

Resolved: That the CCTV installation proceed, subject to further price checks for a monitor and mobile phone access.

12. Billinge Medical Practice update

The Council received an update regarding Billinge Medical Practice. It was noted that an update had also been provided at the Annual Meeting of the Parish.

Members discussed recent correspondence from Billinge Medical Patients Participation Group requesting support regarding the relocation issue. It was noted that this matter affects local patients and stakeholders and is being considered through appropriate channels.

13. Public Hall Reading Room

The Council received an update on the Public Hall Reading Room project.

It was reported that preparations are in place for works to proceed, and the Council is awaiting an updated quotation from the builder before commencement can begin.

14. Reports from Parish Council Representatives

Cllr Bill Bates and Cllr Sarah Jennings, as members of the Residents' Group, reported a request for consideration of holding a coffee morning/breakfast club and the potential use of the garden area for community purposes. The Clerk advised that a spreadsheet showing availability of the facility could be circulated. It was further noted that the garden area will need to be reviewed once the Reading Room project is completed.

Cllr Sarah Jennings reported that she has joined Billinge in Bloom.

15. Reports and Correspondence (Information Only)

The Council noted that no Police Report had been received.

It was reported that the local PCSO - Jaki Henry-Jones Jacqueline.Henry-jones@merseyside.police.uk had requested the Council's meeting dates and intends to attend future meetings when on duty and available.

16. Date and Time of Next Meetings

To confirm the date and time of the next meeting(s) **Monday 22nd June 2026 7.30 PM.**

Meeting Closed 08:50 PM.

Signed:

Date

Press and public are welcome to attend.