



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Wednesday 11th December 2019 7:15pm at The Centre @ Halton

Chair: Cllr Carol Slinger

Present: Cllr Barbara Duffy, Cllr Brian Jefferson, Cllr Chris Coates, Cllr Anne Lamb, Cllr Naomi Turner, 1 member(s) of the public

Clerk: Luke Mills

19/12/2906 Apologies

None

19/12/2907 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 13th November 2019 be accepted as a true record and signed by the Chair.

19/12/2908 Council

- Declaration of member's interests in Agenda Items – None
- Change in declaration of member's interests – None

19/12/2909 Suspension of Standing Orders

The architect for Senior Cohousing presented draft plans for the new cohousing site on Mill Lane in preparation for a planning application. The homes will be available to over-55's. It will be a mixture of twelve 1 bed, four 2 bed flats and four 2 bed homes some of which will be affordable. The existing tree line will be protected.

19/12/2910 To consider and approve reports:

a) Open Spaces Report

Completed/In Progress

- General maintenance around the Centre, burial ground
- Low Road – Crook O'Lune path clearance
- Boardwalk post replacement (on going)
- Army Camp path clearance

Planned

- Remove weeds around the mini-roundabout and adjacent footpaths.
- Centre (Play Area): Continue replacing rotten boardwalk posts and repairing play area fencing
- Centre (General): Repair path down to the field with some self-binding gravel.
- Burial Ground: Repair frame and door
- St Wilfrid's Park: Postcrete trail post(s) to remove movement
- Football field hedge: Install some low netting along base of the hedge on football pitch
- Allotment paddock: Trim lower branches of trees so that they pose less of a hazard when cutting the grass.

Hours

- 99 (incl. holidays) in November.

General

- There has been a report of users slipping on the MUGA.
- The pole pruning trainer has responded, so a date for the certification will try to be agreed.
- The Kubota will need a service this winter, which will take the "Repairs & Renewals" over-budget.
- The ground staff have requested a telescopic ladder which will fit in a car so that they can carry out the necessary checks and work to play equipment at St Wilfrid's Park. This would cost approx. £70.

It was resolved: to obtain advice and where applicable quotes for refurbishing the MUGA surface.

It was resolved: to purchase a telescopic ladder up to £70 + vat.

b) HCA Report

Cllr Jefferson reported that there was an issue with the grey water tank resulting in a large water loss; this has been partly fixed but there are still issues. Everything else running well apart from that.

Cllr Slinger reported that the lighting units on the car park lights need replacing with LED lighting since it is not possible to buy replacements.

there

c) Finance Report

A vat refund of £1,308 has been received. Allotment fee reminders for 2020 will be sent out later in the month.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,838	Salary - Clerk	4,977	1,861	36,169	Precept	36,169	-
12,528	Salary - Groundstaff	8,448	4,080	865	Allotments	30	965
300	Training	-	300	151	Rent	125	26
5,442	Grass Cutting	4,000	1,442	1,200	Burial Ground	1,879	-
140	Hedge Cutting	-	140	15	Bank Interest	69	20
300	Play Inspection	195	-	-	Damage	-	-
2,000	Repairs & Renewals	1,892	400	-	General	675	-
400	Pitch Feed	375	-	-	Grants	250	-
4,138	Public Works Loan	4,138	-	-	Donations	3,000	-
200	Audit	200	-	2,300	VAT	2,863	-
72	Bank Charges	45	27				
180	Clerks Expenses	259	40	40,700	TOTAL	45,060.45	1,011
1,500	HCA	1,142	358				
2,192	Insurance	2,253	-		ACTUAL		
500	Subs	651	-		Gross Receipts	£54,935	
50	Water	56	19		Gross Payments	£38,525	
150	Website	111	-		BALANCE IN HAND	£16,410.18	
20	S137	20	-				
-	Refunds	-	-		FUND BALANCES		
-	Assets	7,100	-		General A/C	£5,125	
-	Misc	158	-		Village Improvement A/C	£11,285	
95	B4RN	59	36		FUND TOTAL	£16,410.18	
1,235	Emergency Response & Flood Grant	-	1,235				
328	War Memorial Restoration	-	328				
38,608.00	NET TOTAL	36,079.19	10,265		<i>FORECAST (incl outstanding commitments)</i>		
	VAT claimed	1,362			<i>Receipts</i>		55,946
2,300	VAT to be claimed	1,084			<i>Payments</i>		48,790
40,908.00	GROSS TOTAL	38,524.59	48,790		<i>FORECAST BALANCE</i>		7,156

It was resolved: to accept the revised Finance Report to 11th December 2019.

It was resolved: to setup a direct debit to pay for the mandatory annual fee to the Information Commissioners Office.

d) Allotments, including measures for controlling rat population

The pest controller has been contacted, but as yet, he's not been able to come over to have a look. The barbed wire is to be removed.

e) Burial Ground

The claim for £850 was accepted by the insurers. There is a £250 excess, so £600 has been received.

The consecration ceremony due to be held on Sunday 8th December has been postponed due to lack of availability of a registrar. The registrar has suggested Sunday 12th January 3pm.

f) Planning

New Applications

- 19/01331/LB | Listed building application for the installation of two rooflights to the rear elevation
 - The Cottage Halton Green West Green Lane Halton Lancaster Lancashire LA2 6PA

Permitted

- 19/01300/FUL | Erection of single storey side/rear extension and first floor rear extension Open for comment icon
 - 19 Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
- 19/01272/PLDC | Proposed lawful development certificate for the demolition of existing rear conservatory, erection of a single storey rear extension and installation of roof light to rear elevation Open for comment icon
 - 152 Low Road Halton Lancaster Lancashire LA2 6NU

g) District Councillor Report

Nothing to report.

19/12/2911 To consider response to correspondence**a) Highways re: repainting parts of Kirkby Lonsdale Road**

Highways Caton agreed to remove the vegetation covering the junction sign on Kirkby Lonsdale Road. They have scheduled repainting the "Slow" road markings for next financial year (post April).

b) Planning department re: Story Homes S106 agreement

The City Council Planning Officer informed the Clerk that the terms of the S106 agreement can only be varied with the agreement of both Lancaster City Council and Story Homes. The Parish Council will consider plans for enhancing the outdoor play areas instead of spending money on pitch improvements and then approach the planning department.

c) Planning proposal north of Lancaster

Cllr Jefferson attended a presentation about the plans. A new mini-roundabout may be created along Halton Road to cater for the new traffic.

19/12/2912 To consider improving drainage from Centre car park

There is a constant large puddle near the entrance to the car park, due to a failed drain/soak-away. A previous quote for repairing the soakaway was prohibitively expensive, so one idea is to link it onto the main drain on the road.

It was resolved: that the Clerk ascertains who can authorise connection to the road drain and the process required.

19/12/2913 Assess action needed for clearing highway gullies and drains around the village

Councillors reported various blocked drains around the village, particularly on Church Brow and Pennystone Road.

It was resolved: that the Clerk writes a letter to County Highways; copy to the Flood Forum & County Cllr Susie Charles.

19/12/2914 To consider alternative locations for recycling point

The new management of the Greyhound have asked Lancaster City Council to remove the recycling point from the car park as soon as possible. LCC have asked the PC if they want to suggest an alternative recycling point in the village, such as The Centre.

It was resolved: that the Clerk finds out whether there are any implications or requirements for siting a recycling point.

It was resolved: that the Clerk contacts the Greyhound to see if there is a possibility of keeping some of the recycling point.

19/12/2915 To consider Draft Precept:**a) Rent Reviews (Allotments, Burial Ground, Castle Hill)**

It was resolved: that the Burial Ground fees remain the same.

It was resolved: that the Castle Hill rent remain the same.

b) Grass cutting contracts

It was resolved: that the Envirocare quote for £4,050 + vat for cutting the burial ground, War Memorial, Quarry hill and Schoolhouse Lane be accepted.

It was resolved: that the Lancaster City Council quote of £1,493 + vat for cutting St Wilfrid's Park be accepted.

c) Training requirements

It was resolved: that the ground staff attend a first aid refresher course.

d) Salary reviews

It was resolved: that the ground staff salary be increased £9.30 p/h.

It was resolved: that the clerk's salary be increased £13.45 p/h.

e) Capital expenditure planning

Nothing to report.

19/12/2916 To consider and approve accounts for payment for expenses incurred since the last meeting**Reimbursements for Purchases**

Payee	Description	Net	Vat	Gross
L Mills	Website hosting	£49.90	£9.98	£59.88
L Mills	Domain hosting	£61.00	£12.20	£73.20
L Mills	Replacement pad for Defibrillator	£30.95	£6.19	£37.14
L Mills	Grease gun, pruner, hammer, helmet	£52.97	£5.58	£58.55
L Mills	Tape measure, safety sign, line marker	£25.81	£5.15	£30.96
L Mills	Hi-vis jacket	£19.46	£3.89	£23.35
L Mills	4 x Title/plan downloads	£12.00	£0.00	£12.00
L Mills	Post it notes for Neighbourhood Plan public session	£4.16	£0.83	£4.99
L Mills	Dog litter bin	£117.49	£23.49	£140.96
F. Curwood	Lock	£4.95	£0.99	£5.94

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	6.20	6.20	-
ICO	Annual data protection fee	40.00	40.00	-
Dennis Barnfield	Harness for strimmer	40.50	33.75	6.75
G.Bretherton	Salary	415.53	415.53	-
C.Richardson	Salary	703.35	703.35	-
C.Baxter	Salary	257.01	257.01	-
L. Mills	Salary & reimbursements	1,010.82	943.51	67.31
F.Curwood	Reimbursement for lock	5.94	4.95	0.99
	TOTALS	£ 2,479.35	£ 2,404.30	£ 75.05

It was resolved: to approve the above expenditure and the payments signed-off.

19/12/2017 To approve date of next Parish Council Meeting

The next meeting of the Parish Council be arranged for 8th January 2020 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 21:00. Minutes subject to approval at the next meeting.

Signed..... Chair Date