



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING Wednesday 9<sup>th</sup> September 2020 19:15 – Virtual meeting

**Chair:** Cllr Carol Slinger

**Present:** Cllr Naomi Turner, Cllr Anne Lamb, Cllr Brian Jefferson, 1 member of public

**Clerk:** Luke Mills

**20/09/084 To receive apologies for absence and to approve the reasons given**

Cllr Chris Coates

**20/09/085 To approve the minutes of the meetings held on 8<sup>th</sup> July & 7<sup>th</sup> August 2020 as an accurate record**

**It was resolved:** that the minutes be accepted as a true record and to be signed by the Chair at a later date.

**20/09/086 Declarations of Interests**

Cllr Turner has a family connection to the applicant on planning application 20/00639/FUL

Luke Mills is member of Lune Valley Community Land Trust which is the joint applicant on planning application 20/00613/FUL.

**20/09/087 Suspension of Standing Orders**

A representative from Halton Juniors spoke about ideas for improving the recreational area:

1. Creating dug outs on the half-way line so that players can shelter during the winter.
2. Erecting a low fence along edge of the playing field on the roadside to prevent balls rolling down the slope into the undergrowth.
3. Pruning tree branches that are overhanging the pitch.
4. Organising a regular pitch maintenance routine.

They are planning to apply for a grant to cover some of these costs.

Cllr Jefferson has spoken to the planning officer at the district council about the S106 money that is available for pitch improvements. It would be sensible to provide the planning department a detailed plan of works prior to spending any money to ensure that it is an acceptable use of the S106 grant.

**20/09/088 To consider and approve reports:**

**a) Open Spaces Report**

**Completed/In Progress**

- Strimmed the footpath from mini roundabout to the Burial Ground
- Cut the hedges and strimmed the footpath from Low Rd to the crook
- Strimmed the Army Camp path, Burial Ground path
- St Wilfrid's Park swing posts re-set
- Boardwalk fault removed and blanked off
- New sand for the sand pit
- General maintenance around the Centre, including rubbish collection and emptying bins

**Planned**

- Repairs to the boardwalk
- Replacing rotten boards around the nest swing/climbing net area
- Final part of the pole pruning certification for Garry
- Fixing gaps in Play Area fencing

**Hours**

- 110 hrs for August, 133 hrs for July

The MUGA work was postponed due to delays in obtaining materials.

**Action:** Clerk to ask Lancaster City Council to cut the grass at St Wilfrid's Park soon.

**b) HCA Report**

Re-opened on 18<sup>th</sup> July; they have been busy. Playschool started last Wednesday. Toilet refurbishment should be finished shortly.

### c) Finance Report

The financial statement takes account of the MUGA resurfacing costs and possible costs of the safety bark.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,994	Salary - Clerk	3,484	3,510	38,213	Precept	38,213	0
11,383	Salary - Groundstaff	5,595	5,788	935	Allotments	-	935
300	Training	-	700	151	Rent	20	131
6,842	Grass Cutting	4,540	2,302	1,200	Burial Ground	483	717
1,587	HCA Litter	-	1,587	40	Bank Interest	46	30
150	Hedge Cutting	-	150	-	Damage	-	-
450	Play Inspection	-	450	-	General	-	-
3,400	Repairs & Renewals	1,888	2,300	-	Grants	10,500	-
380	Pitch Feed	375	-	-	Donations	-	-
4,500	Public Works Loan	-	4,500		VAT	1,967	
200	Audit	-	200				
72	Bank Charges	18	54	40,539	<b>TOTAL</b>	<b>51,228.74</b>	<b>1,813</b>
240	Clerks Expenses	81	159				
369	HCA Hire	-	369		<b>ACTUAL</b>		
2,287	Insurance	-	2,287		Gross Receipts	£63,368	
660	Subs	479	181		Gross Payments	£18,141	
74	Water	13	61		<b>BALANCE IN HAND</b>	<b>£45,226.57</b>	
130	Website	-	130				
20	S137	-	20		<b>FUND BALANCES</b>		
-	Refunds	-	-		General A/C	£22,692	
-	Assets	283	283		Village Improvement A/C	£22,535	
-	Misc	-	16,800		<b>FUND TOTAL</b>	<b>£45,226.56</b>	
36	B4RN	-	36				
1,235	Emergency Response & Flood Grant	322	913				
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
41,638	<b>NET TOTAL</b>	<b>17,078.68</b>	<b>42,542</b>		Receipts		65,181
	VAT claimed	319			Payments		60,683
	VAT to be claimed	743			Balance (less allocated budgets)		4,498
41,638	<b>GROSS TOTAL</b>	<b>18,141.23</b>	<b>60,683</b>		<b>Forecast Balance</b>		<b>5,774</b>

It was resolved: to accept the Finance Report to 9<sup>th</sup> September 2020.

### d) Allotments

The tenant of plot 13b has given notice. The next person in the waiting list has agreed to take over the tenancy.

The pest controller last visited the week beginning 31st Aug; they reported that rat activity is low over most of the allotments, but there is still some activity in the corner near the woods and playing field.

### e) Burial Ground

The painting of external woodwork and entrance bench is complete. The clerk is still awaiting the consecration paperwork.

### f) District Councillor Report

Nothing to report.

### g) Neighbourhood Plan

Nothing to report.

### h) Planning

#### New Applications

- [20/00865/PLDC](#) | Proposed lawful development certificate for the erection of a single storey rear extension
  - 11 Penny Stone Road Halton Lancaster Lancashire LA2 6QE
- [20/0134/TCA](#) | Birch - 2m crown reduction
  - 4 Riverside Close Halton Lancaster Lancashire LA2 6NA
- [20/00785/FUL](#) | Construction of a dormer extension to the front and rear elevations, erection of single storey front and rear extensions and construction of a balcony to the rear elevation
  - 32 Clougha Avenue Halton Lancaster Lancashire LA2 6NR
- [20/00783/FUL](#) | Demolition of existing rear extension and erection of a single storey side/rear extension
  - 35 Low Road Halton Lancaster Lancashire LA2 6LZ
- [20/00749/FUL](#) | Installation of replacement roof lights at the front and rear

- The Coach House Church Brow Halton Lancaster Lancashire LA2 6LS
- [20/00639/FUL](#) | Erection of timber boundary fence and gates
  - 20 Meadowfield Halton Lancaster Lancashire LA2 6PT
- [20/00614/FUL](#) | Erection of 5 dwellings and a block of 16 self-contained flats for the residents over the age of 55, with associated access, internal roads and parking areas
  - Senior Cohousing Land Adjacent Forge Lane Halton Lancashire
- [20/00613/FUL](#) | Erection of 16 affordable residential dwellings and 2 residential buildings comprising a total of 4 affordable apartments, with associated parking and hard landscaping
  - Cohousing Site Land Adjacent Forge Lane Halton Lancashire
- [20/00106/DIS](#) | Discharge of condition 3 on approved application 19/00667/LB
  - Nether Highfield Park Lane Halton Lancaster Lancashire LA2 6PE
- [20/00853/VCN](#) | Reserved matters application for the erection of 76 dwellings with associated landscaping (pursuant to the variation of condition 2 to reposition the garage at plot 15 and to include additional boundary fencing between the site and the rear of 4 and 6 Forgewood Drive)
  - Land At Grid Reference 350819 464830 Low Road Halton Lancashire (Story Homes site)

#### Permitted/Granted/Not required

- 20/00520/FUL | Demolition of side extension, erection of single storey side and rear extension to create ancillary accommodation in association with Mulberry Manor, extension to existing garage, construction of a dormer extension to the rear elevation, installation of three rooflights on the front facing roof, alterations to rear facing gable and porch gable including the insertion of a three storey glazed panel
  - Mulberry Manor Low Road Halton Lancaster Lancashire LA2 6PA
- 20/0111/TCA | 3x Cherry Plum - Fell, 1x Elderberry - Fell
  - 5 Riverside Close Halton Lancaster Lancashire LA2 6NA
- 20/0109/TCA | Conifer (T1) - Fell
  - 7 Low Road Halton Lancaster Lancashire LA2 6LZ
- 20/00725/FUL | Erection of a first floor rear extension above existing extension
  - 56 High Road Halton Lancaster Lancashire LA2 6PS
- 20/00484/OUT | Outline application for the erection of a dwelling
  - Land Adjacent Ash Trees Surgery Halton Surgery 110 High Road Halton Lancaster Lancashire LA2 6PU
- 20/00062/LB | Listed building application for the retention and relocation of an air source heat pump and associated pipework
- Sparling Barn Green Lane Halton Lancaster Lancashire LA2 6PA

No objections were raised by the Parish Council.

#### 20/09/089 To consider response to planning applications:

##### a) [20/00613/FUL](#) | Erection of 16 affordable residential dwellings and 4 affordable apartments

This is joint development between South Lakes Housing Association and Lune Valley Community Land Trust to build 20 affordable homes on part of the remaining Mill Lane site.

No objections were raised by the Parish Council.

##### b) [20/00614/FUL](#) | Erection of 5 dwellings and 16 self-contained flats for the residents over the age of 55

This is a development by Halton Senior Cohousing on part of the remaining Mill Lane site.

No objections were raised by the Parish Council.

#### 20/09/090 To consider actions following resignations of:

##### a) B. Duffy (Parish Councillor)

The Parish Council offers thanks to ex-Cllr Duffy. Her help and support over the years has been greatly appreciated.

**It was resolved:** that the Clerk highlights the current Parish Council positions in the next Prattle article.

##### b) C. Baxter (Groundstaff)

The Parish Council offers thanks to Chris for his help in maintaining the green spaces and play equipment around the village.

**It was resolved:** that the vacancy be advertised early 2021.

**Action:** that the Clerk asks if he would be willing to provide ad-hoc support when necessary.

**20/09/091 To consider and approve actions resulting from correspondence:****a) Garden Halton Gardening Club offering to help improve the Memorial Garden**

**It was resolved:** that the Parish Council would welcome help to improve the Memorial Gardens from Halton Gardening Group.

**b) Halton Juniors requesting permission to creating seating built into the banking on the football pitch**

**It was resolved:** that in principle the Parish Council agrees to pitch improvements but will await more detailed plans from Halton Juniors.

**c) Allotment holder requesting the continuation of allotment pest control next year**

**It was resolved:** that it will be reviewed at the end of the annual contract (mid-2021) with a view to renewing some form of pest control.

**20/09/092 To consider and review actions resulting from annual playground inspection report(s)**

Playdale carried-out an annual inspection on 2nd September. The findings from this report have not yet been received.

Lancaster City Council also carried-out an annual inspection late August; the clerk had not been informed that this would occur. The full report has not yet been received, but they did forward on part of the report relating to the play area because part of the boardwalk was deemed high risk. They also removed the swing seats from St Wilfrid's Park due to excessive movement in the posts.

The high-risk part of the boardwalk has been made temporarily safe and new timber has been purchased to enable repairs to the areas most affected by rot. The swing posts at St Wilfrid's Park have been reset with postcrete.

**It was resolved:** to postpone this item until the next meeting.

**20/09/093 To consider and approve purchasing:****a) Safety chippings for the nest swing/climbing net area (quote of £1550 + vat)**

The safety bark chippings need topping-up. Gifford's have been used on the last few occasions since they have been substantially cheaper than other suppliers.

The previous costs were: £880 (2016), £1,125 (2018).

**It was resolved:** that the quote from Giffords for £1,550 + vat (for 40 cubic metres) is accepted.

**20/09/094 To consider and approve:****a) General risk assessment**

**It was resolved:** that the General Parish Risk Assessment is accepted and approved

**b) Insurance renewal incl. fidelity cover**

The annual insurance will be renewed on 1st October; the cost is £2,341.29 which is a little under 4% increase from last year. The Parish Council is still subject to a long-term agreement which lasts until 30th September 2021. The Fidelity Cover remains at £150,000.

**It was resolved:** that the Fidelity cover of £150,000 was adequate.

**It was resolved:** to renew the annual insurance at a premium of £2,341.29

**20/09/095 To consider and approve accounts for payment for expenses incurred since the last meeting****Reimbursements for Purchases**

Payee	Description	Net	Vat	Gross
L.Mills	Safety caps for play equipment	38.28	7.66	<b>45.94</b>
L.Mills	Stainless steel bolts for play equipment	61.96	-	<b>61.96</b>
L.Mills	Padlocks for MUGA	10.29	2.06	<b>12.35</b>
C.Slinger	Shelving for storing emergency response equipment	240.00	-	<b>240.00</b>
C.Slinger	Emergency response flyers/leaflets	82.45	-	<b>82.45</b>

Payments for Approval

<b>Payee</b>	<b>Description</b>	<b>TOTAL</b>	<b>NET</b>	<b>VAT</b>
Water Plus	Burial ground water supply	<b>2.16</b>	2.16	
Envirocare	Grass cutting Aug	<b>648.00</b>	540.00	108.00
Huws Gray	Timber, fixings, post crete (Jul & Aug)	<b>996.60</b>	830.50	166.10
L. Mills	Salary & reimbursements	<b>703.04</b>	693.32	9.72
G. Bretherton	Salary	<b>413.85</b>	413.85	
C. Richardson	Salary	<b>553.35</b>	553.35	
C. Slinger	Reimbursements	<b>322.45</b>	322.45	
	<b>TOTALS</b>	<b>£ 3,639.45</b>	£ 3,355.63	£ 283.82

**It was resolved:** to approve the above expenditure.

**20/09/096 To confirm the date of next Parish Council Meeting**

The next meeting of the Parish Council will be arranged for 14<sup>th</sup> October 2020 at 19:15. There being no further business the Chair declared the meeting closed at 20:15. Minutes subject to approval at the next meeting.

Signed..... Chair Date .....