

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING****Wednesday 14th October 2020 19:15 – Virtual meeting****Chair:** Cllr Carol Slinger**Present:** Cllr Naomi Turner, Cllr Brian Jefferson, Cllr Chris Coates**Clerk:** Luke Mills**20/10/097 To receive apologies for absence and to approve the reasons given**

Cllr Lamb

20/10/098 To approve the minutes of the meetings held on 9th September 2020 as an accurate record**It was resolved:** that the minutes be accepted as a true record, to be signed by the Chair at a later date.**20/10/099 Declarations of Interests**

None

20/10/100 Suspension of Standing Orders

Nothing to report.

20/10/101 To consider and approve reports:**a) Open Spaces Report****Completed/In Progress**

- MUGA re-surfaced and re-opened.
- Rotten boards around the nest swing/climbing net area replaced ready for new bark chippings.
- St Wilfrid's Park has been cut thanks to a local resident who transported the lawnmower to and from the Centre.
- General maintenance around the Centre (grass cutting, strimming, etc).
- Repairs to the boardwalk in progress.
- Painting of top shops bus shelter

Planned

- The bark chippings for the nest swing area should arrive this month once the pro-forma invoice is paid.
- Final part of the pole pruning certification for Garry.
- Fixing gaps in Play Area fencing

Hours

- 112 hrs for September

General

- The hedge trimmer has been repaired by Barnfields

Action: Area behind the swings to be strimmed.**b) HCA Report**

Toilet refurbishment works should be finished in 2-3 weeks. They are seeking grant to enable post-COVID activities.

c) Finance Report

The forecast end-of-year forecast balance is acceptable considering lower HCA & grass cutting bills. Outstanding VAT will be reclaimed this month.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,994	Salary - Clerk	4,067	2,927	38,213	Precept	38,213	0
11,383	Salary - Groundstaff	6,632	4,046	935	Allotments	-	935
300	Training	-	700	151	Rent	20	-
6,842	Grass Cutting	5,080	540	1,200	Burial Ground	483	717
1,587	HCA Litter	-	700	40	Bank Interest	46	30
150	Hedge Cutting	-	150	-	Damage	-	-
450	Play Inspection	-	450	-	General	-	-
3,400	Repairs & Renewals	3,883	400	-	Grants	10,500	-
380	Pitch Feed	375	-	-	Donations	-	-
4,500	Public Works Loan	-	-	-	VAT	1,967	-
200	Audit	-	200				
72	Bank Charges	36	36	40,539	TOTAL	51,228.74	1,682
240	Clerks Expenses	81	159				
369	HCA Hire	-	200		ACTUAL		
2,287	Insurance	2,341	-		Gross Receipts	£63,368	
660	Subs	605	35		Gross Payments	£45,436	
74	Water	15	59		BALANCE IN HAND	£17,931.34	
130	Website	-	130				
20	S137	-	20		FUND BALANCES		
-	Refunds	-	-		General A/C	£12,196	
-	Assets	17,083	-		Village Improvement A/C	£5,735	
-	Misc	-	-		FUND TOTAL	£17,931.33	
36	B4RN	-	36				
1,235	Emergency Response & Flood Grant	322	913				
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
41,638	NET TOTAL	40,520.29	12,029		Receipts		65,050
	VAT claimed	319			Payments		57,466
	VAT to be claimed	4,597			Balance (less allocated budgets)		7,584
41,638	GROSS TOTAL	45,436.46	57,466		Forecast Balance		8,861

It was resolved: to accept the Finance Report to 14th October 2020.

d) Allotments

Nothing to report.

e) Burial Ground

Nothing to report.

f) District Councillor Report

District Cllr Frea reported via email that Lancaster City Council is considering a proposal to create a unitary authority covering Barrow, South Lakeland and Lancaster.

g) Neighbourhood Plan

Cllr Coates is trying to identify who is now responsible for Neighbourhood Plans at Lancaster City Council.

h) Planning

New Applications

- [20/00921/FUL](#) | Retention and relocation of an air source heat pump and associated pipework
 - Sparling Barn Green Lane Halton Lancaster Lancashire LA2 6PA
- [20/00850/FUL](#) | Creation of a vehicular access into agricultural field
 - Field South Of Scargill Farm Scargill Road Halton Lancashire
- [20/00835/FUL](#) | Erection of a single storey rear extension
 - Foundry Barn Foundry Lane Halton Lancaster Lancashire LA2 6BH

Permitted/Granted/Not required

- 20/0134/TCA | Birch - 2m crown reduction
 - 4 Riverside Close Halton Lancaster Lancashire LA2 6NA
- 20/00751/FUL | Demolition of existing garage and erection of a two storey side extension and a single storey rear extension

- 66 Beech Road Halton Lancaster Lancashire LA2 6QH
- 20/00683/LB | Listed building application for installation of two rooflights to replace existing and relocation of internal partition walls and doors
 - Far Carus Halton Road Halton Lancaster Lancashire LA2 6BL
- 20/00664/FUL | Installation of two rooflights to replace existing
 - Far Carus Halton Road Halton Lancaster Lancashire LA2 6BL
- 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

No objections were raised by the Parish Council.

20/10/102 To consider and review actions resulting from annual playground inspection report(s)

The Lancaster City Council annual inspection occurred on 20th August. Most items were rated at Low Risk or Very Low Risk apart from:

- Various issues relating to the boardwalk, mainly relating to rotting timbers, but also protruding screws/bolts. Repairs to the worst section have been started but there is a substantial amount of work involved.
- The final part of the report for St Wilfrid's Park was received on 13th October. This highlighted issues associated with the group swings and wooden climbing frame which will need remedial work where possible.

The PlayDale annual inspection occurred on the 4th September. All items were rated at Low Risk or Very Low Risk, though there are various recommendations that will need to be followed-up, such as:

- Lifting and refitting grass mats that have sunk down too far and removal of fixing pins that are no longer required
- Removing or covering bolt protrusions
- Repainting and protecting some metalwork that is rusting
- Repairing woodwork that is rotting, e.g. benches
- Covering holes that risk finger entrapment

It was resolved: Swing brackets at St Wilfrid's to be checked and if necessary to source some galvanised half-moon brackets to strengthen the hangers.

20/10/103 To consider taking out a Public Works loan to provide funds to improving sports and play facilities

Cllr Jefferson reported on initial plans for improving the recreational area including part of the woodland. This would be dependent upon the Section 106 money from the Story Homes development.

It was resolved: Consideration of Recreational Area improvements, play equipment and S106 money to be added to the next agenda.

It was resolved: Clerk to calculate how much can be borrowed without increasing the precept.

20/10/104 To consider changes to the Trustees of the Halton War Memorial Institute

A new set of trustees are needed, but there may be more to report next month.

20/10/105 To consider process for appointing replacement grounds staff

There was brief discussion on the need for a third grounds person who will be sought next year.

20/10/106 To consider and approve accounts for payment for expenses incurred since the last meeting

Reimbursements for Purchases

Who	Item	Net	Vat	Gross
CR	Fuel from Dennis Barnfield	21.25	0.85	22.10
CR	Fuel from Asda	13.47	2.69	16.16
LM	Keys for tool shed	37.09	7.41	44.50
LM	Safety boots	49.98	-	49.98
LM	WD40	10.41	2.07	12.48
LM	Decking screws	4.16	0.83	4.99
LM	SLCC Membership	126.00	-	126.00

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	2.16	2.16	
Arthur J Gallagher	Came & Company Insurance	2,341.29	2,341.29	
HMRC	Tax & NI for periods 4-6	115.44	115.44	
DCM Projects Ltd	MUGA resurfacing	20,160.00	16,800.00	3,360.00
Unity Trust Bank	Service Charge	18.00	18.00	
Envirocare	Grass cutting (Sep)	648.00	540.00	108.00
Giffords	Safety bark chippings	1,860.00	1,550.00	310.00
L. Mills	Salary & reimbursements	820.74	810.43	10.31
G. Bretherton	Salary	311.55	311.55	
C. Richardson	Salary & reimbursements	647.41	643.87	3.54
Pied Piper Northern Ltd	Pest control Jun-Sep 20	202.50	168.75	33.75
Huws Gray	Timber, fixings, post crete (Oct)	168.14	140.12	28.02
	TOTALS	£ 27,295.23	£ 23,441.61	£ 3,853.62

It was resolved: to approve the above expenditure.

20/10/107 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 11th November 2020 at 19:15. There being no further business the Chair declared the meeting closed at 19:45. Minutes subject to approval at the next meeting.

Signed..... Chair Date