



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 14th April 2021 19:15 – Virtual meeting

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Jefferson, Cllr Lamb, Cllr Coates, Cllr Buntin, Cllr McAleer, Cllr Sewell, 4 members of the public

Clerk: Luke Mills

21/04/050 To receive apologies for absence and to approve the reasons given

Nothing to report

21/04/051 To approve the minutes of the meetings held on 10th March 2021 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.

21/04/052 Declarations of Interests

None

21/04/053 Suspension of Standing Orders

Representatives from VMC Developments LLP

Spoke about the possibility of developing some industrial units on part of Haverbreaks Farm, Halton Road. There is an existing local firm that is keen to expand but is struggling to find suitable industrial space. They have produced a report comparing various potential sites in and around Halton. They are aiming for an outline planning application in the summer.

Representative from Neighbourhood Watch Group

Requested some funding towards some litter signs designed by local children. They have already received a grant of £500 for litter pickers, hi-vis vests, etc.

Local Resident

Reported that United Utilities have provided digital drainage/sewage plans for the village. These indicate that many drains do not appear on the plan and calls into question the findings of the recent flooding report produced by Lancashire County Council.

Action: Clerk to investigate the field drain that drains onto the Kirkby Lonsdale Road

21/04/054 To consider and approve reports:

a) Open Spaces, Burial Ground, Allotments

Completed/In Progress

- Flag stones power washed at War Memorial to make them less slippery
- Weed spraying around The Centre
- Replaced rotten post on raised walkway
- Repaired gates to children's play area
- Removed more brambles from the link path
- Burnt woody materials on the allotment site
- Removed Christmas wreathes, etc. from the burial ground
- Pruned dead/dying tree overhanging a shed on the allotments

Planned

- Boardwalk repairs – this can start to be progressed once the schools are back and the weather is slightly better.
- Oversee the car park (and fertilise)
- New bin(s)

Hours

- 78 hrs last month (excl. of holidays)

Purchases

- Seed and fertiliser for the car park and link path
- Green waste bin for the Memorial Gardens
- Timber post for the boardwalk

Open Spaces

- Someone pulled-up the first section of metal railings that comes down from High Road to Quarry Road. The railings have been stored in the generator store until they can be repaired. A new section of railing may need to be purchased due to rust on the existing ones.
- There was an oil leak in the transmission of the Kubota mower, so this had to be repaired. It was serviced at the same time. The invoice has not been received yet.
- Companies able and willing to repair the swings at St Wilfrid's Park are still being sought; the main option is a company based in Skelmersdale. I proposed that they undertake the inspection this spring and assess/quote for the repairs at the same time.
- Work in the Memorial Garden is progressing well. The wall is almost finished. Carl will be carrying-out some re-pointing to one of the crumbling walls.
- Envirocare have started cutting the grass, including St Wilfrid's Park.
- Plans for improving the recreational area are underway.
- The resident who complained about urination in their garden by kids/youths will endeavour to improve the fencing later in the year.

Action: Clerk to direct ground staff to deter people from that area by creating brush/branch piles.

The Parish Council would like to thank Stewart Cross for raising the flag on Castle Hill in commemoration of the Duke of Edinburgh.

Allotments

- The communal compost heap created 2-3 years ago has become unmanageable (approx. 6ft high and 12ft wide). It is not clear what to do for the best, since some allotment holders value it, but it would be a large ongoing job for the ground staff to manage it.

Action: Clerk to ask the allotment holders for assistance and offer out the compost.

Burial Ground

- A small number of overhanging branches were pruned to allow more light onto the flower beds.

b) HCA Report

The café re-opened at the beginning of the Easter Holidays and is doing well. The remotely controlled lighting switch recently installed on the MUGA lights makes life a lot easier for late bookings.

c) Finance Report

- This report covers the year end for 2020-21 and the start of the new financial year. The year-end figures will be finalised when the Annual Governance and Audit Report (AGAR) is produced later this month.
- The precept and VAT refund have been received, along with a £700 donation from the Halton Gardening Group.
- The draft figures for the internal & external audit have been prepared; the internal audit is likely to happen later in May with clerks from Slyne-with-Hest and Bolton-le-Sands.
- The provisional balance to be carried forward is **£14,012.10**
- The following expenditure commitments have been made:

○ 18/01/2625: War Memorial Restoration	£328 (remaining)
○ 16/09/2401: Lancashire Flood Recovery Fund Grant and Disaster Plan	£882 (remaining)
○ 20/06/063: New bins	£2,000
○ 21/01/021: Recreational area improvement consultancy work	£1,560
○ 21/01/020: Construction of a wall to prevent land slippage near the Centre	£3,750
○ TOTAL agreed expenditure	£8,520
- Including the £1,000 village improvement budget from the precept there is approx. £6,000 capital in the Village Improvement a/c that is not committed to a budget.

Financial Statement - 31st March 2021			Balance b/f 1st April 2020		12,139.06
Budget	PAYMENTS	Actual	Budget	RECEIPTS	Actual
6,994	Salary - Clerk	6,980	38,213	Precept	38,213
11,383	Salary - Groundstaff	10,977	935	Allotments	935
300	Training	585	151	Rent	30
6,842	Grass Cutting	5,620	1,200	Burial Ground	1,931
1,587	HCA Litter	-	40	Bank Interest	46
150	Hedge Cutting	150	-	Damage	-
450	Play Inspection	390	-	General	-
3,400	Repairs & Renewals	5,134	-	Grants	10,500
380	Pitch Feed	375	-	Donations	-
4,500	Public Works Loan	-		VAT	6,727
200	Audit	200			
72	Bank Charges	78	40,539	TOTAL	58,382.53
240	Clerks Expenses	113			
369	HCA Hire	-		ACTUAL	
2,287	Insurance	2,341		Gross Receipts	£70,522
660	Subs	640		Gross Payments	£56,509
74	Water	26		BALANCE IN HAND	£14,012.10
130	Website	60			
20	S137	20		FUND BALANCES	
-	Refunds	-		General A/C	£127
-	Assets	17,083		Village Improvement A/C	£13,885
-	Misc	-		FUND TOTAL	£14,012.10
36	B4RN	-			
1,235	Emergency Response & Flood Grant	322			
328	War Memorial Restoration	-		<i>FORECAST (incl outstanding commitments)</i>	
41,638	NET TOTAL	51,095.09		<i>Receipts</i>	
	VAT claimed	5,414		<i>Payments</i>	
	VAT to be claimed	-		<i>Balance (less allocated budgets)</i>	
41,638	GROSS TOTAL	56,509.49		<i>Forecast Balance</i>	

Financial Statement - 14th April 2021				Balance b/f 1st April 2021		14,012.10	
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,046	Salary - Clerk	583	6,463	41,206	Precept	41,206	-
11,731	Salary - Groundstaff	721	11,010	935	Allotments	-	935
400	Training	-	400	160	Rent	-	160
6,250	Grass Cutting	330	5,920	1,300	Burial Ground	-	1,300
150	Hedge Cutting	-	150	40	Bank Interest	-	40
450	Play Inspection	-	450	-	Damage	-	-
4,613	Repairs & Renewals	1,303	3,310	-	General	-	-
380	Pitch Feed	-	380	-	Grants	-	-
4,500	Public Works Loan	-	4,500	-	Donations	700	-
200	Audit	-	200		VAT	528	528
72	Bank Charges	-	72				
200	Clerks Expenses	-	200	43,641	TOTAL	42,434.32	1,907
1,956	HCA	-	1,956				
2,358	Insurance	-	2,358		ACTUAL		
655	Subs	486	169		Gross Receipts	£56,446	
30	Water	5	25		Gross Payments	£3,723	
130	Website	-	130		BALANCE IN HAND	£52,723.04	
20	S137	-	20				
-	Refunds	-	-		FUND BALANCES		
-	Assets	-	-		General A/C	£36,338	
-	Misc	-	-		Village Improvement A/C	£14,885	
76	B4RN	-	76		MUGA Sink Fund A/C	£1,500	
882	Emergency Response & Flood Grant	-	882		FUND TOTAL	£52,723.04	
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
42,427	NET TOTAL	3,428.13	38,999		<i>Receipts</i>		58,353
	VAT claimed	-			<i>Payments</i>		42,723
	VAT to be claimed	295			<i>Balance (less allocated budgets)</i>		15,630
42,427	GROSS TOTAL	3,723.38	42,723		Forecast Balance		16,916

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	MUGA SINK FUND A/C	TOTALS
B/fwd 31/03/2021	127.07	13,885.03	-	14,012.10
INCOME				-
Donation	700.00			700.00
Precept	41,206.00			41,206.00
HMRC Vat refund	528.32			528.32
Transfer		1,000.00	1,500.00	2,500.00
TOTAL INCOME	42,434.32	1,000.00	1,500.00	43,434.32
EXPENDITURE				-
Payments	3,723.38			3,723.38
Transfer	2,500.00			2,500.00
TOTAL EXPENDITURE	6,223.38	-		6,223.38
Balance as at 14/04/2021	36,338.01	14,885.03	1,500.00	51,223.04

It was resolved: to transfer £1,000 to the Village Improvement a/c and £1,500 to the MUGA Sink Fund a/c

It was resolved: to accept the Finance Report to 14th April 2021.

d) District Councillor Report

Nothing to report.

e) Planning

New Applications

- [21/00290/FUL](#) | Erection of 7 dwellings (C3) with associated access, parking and landscaping
 - Land East Of Forest Heights Halton Lancashire
- [21/00234/LB](#) | Listed building application for the erection of a single storey side extension, blocking up of window on the side elevation and alterations to existing vehicular access
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
- [21/00183/FUL](#) | Conversion of attached store to ancillary living accommodation, removal of store doors, installation of window, and installation of 4 roof lights to facilitate conversion of attic room
 - 3 Rectory Barn Foundry Lane Halton Lancaster Lancashire LA2 6LT
- [21/00328/FUL](#) | Erection of a first floor side and rear extension including the installation of a balustrade, erection of a single storey rear extension, incorporating existing garage and construction of a canopy to the rear elevation.
 - 48 Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
- [21/00023/DIS](#) | Discharge of conditions 3 and 7 on approved application 20/00079/FUL
 - Halton Training Camp Halton Road Halton Lancaster Lancashire LA2 6LW
- [21/00233/FUL](#) | Change of use of agricultural land to residential land, erection of a single storey side extension and alterations to existing vehicular access
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA

Permitted

- [21/0021/TCA](#) | T1 - (Sycamore) - Fell
 - Ivy Cottage Low Road Halton Lancaster Lancashire LA2 6LZ
- [21/0018/TCA](#) | T1 (Ash) - Fell
 - 33 Low Road Halton Lancaster Lancashire LA2 6LZ
- [21/0026/TCA](#) | Beech (T1) - remove lowest large branch that grows out over the field and stem clean to 1.5m Sycamore (T2) - fell to ground level major rot in old coppice near base
 - 4 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/00016/DIS](#) | Discharge of conditions 5,6,7,8, and 14 on approved application 20/00613/FUL
 - Cohousing Site Land Adjacent Forge Lane Halton Lancashire
- [20/00277/FUL](#) | Erection of 9 dwellings with associated infrastructure and landscaping
 - Land At Grid Reference 351057 464848 Low Road Halton Lancashire

It was resolved: To respond to 21/00234/LB in a manner that reflects the comments from English Heritage.

It was resolved: To respond to 21/00183/FUL by highlighting that the plans may affect parking in the immediate area.

It was resolved: Clerk to write to VMC Developments LLP stating that the Parish Council would not be able to support plans to develop the area of separation between Lancaster & Halton.

21/04/055 To consider response to planning application 21/00290/FUL

Wrenman Homes have applied for permission to build a further 7 homes near the entrance to Forest Heights. The parking spaces outside the homes are on the small side.

It was resolved: that the planning application response should recommend that the homes are moved back to increase the size of the parking spaces at the front of the homes.

21/04/056 To consider issues around the Centre:

a) Upgrading CCTV outside the Centre

HCA are currently considering upgrading the system, so this may be brought back sometime in the future.

b) Protecting the MUGA from vehicles

A car drove onto the MUGA over Easter. A chain has been wrapped around one side of the double gates to prevent this happening again. The driver has been identified and spoken to.

c) Improving safety above and around the generator store

A small child was found climbing over the generator/tool sheds; the child's mother seemed unconcerned and if anything was irritated that the child had been asked to get off.

It was resolved: Clerk to organise some fencing around the stores.

d) Preventing erosion of banking on the Link path

A couple of sections of banking have become "cut-throughs" on the Link path. This is both unsightly but may also risk damaging the underlying B4RN cabling if erosion continues.

It was resolved: to fill the spaces with some suitable plants.

e) Request to reduce height of the Link path hedge to fence height

An owner of a property adjacent to the Link path has asked for the hedge height to be maintained at a lower height; they believe that this was the agreement when the link path was constructed.

It was resolved: that the hedge height should be maintained at a lower height.

f) Request to reduce height of some trees off the Link path

An owner of a property adjacent to the Link path has asked for the trees in the "orchard" area to be trimmed because they are overshadowing her garden. She believes this is what was agreed when the area was landscaped

It was resolved: the trees immediately behind the property will be pruned later in the year.

21/04/057 To consider purchasing:

a) Replacement parts for marquee

It was resolved: to purchase replacement parts for the marquee at a cost of £259.89.

b) New litter signs designed by local children via Neighbourhood Watch scheme

A representative from the local Neighbourhood Watch group has requested support to replacing the litter signs around the village. They have obtained a quote for aluminium composite A4 signs of £39.76 + vat per sign.

It was resolved: to purchase signs up to a cost of £600 + vat. Clerk to suggest that other options could be considered, such as re-lamination of existing signs.

21/04/058 To consider and approve renewal of the Castle Hill annual grazing agreement

It was resolved: to renew the annual Castle Hill grazing agreement with Mr Price for a sum of £140.

21/04/059 To consider a Memorandum of Understanding with the Halton Gardening Group

The MoU was updated following comments from the last meeting and from Halton Gardening Group.

It was resolved: to approve the Memorandum of Understanding.

Action: Clerk to organise for two copies to be signed by both parties.

21/04/060 To consider job applications for new grounds staff

Two people have applied for the position.

It was resolved: that the Clerk will organise interviews with the applicants along with Cllr Turner, prior to making a decision.

21/01/061 To consider and approve accounts for payment for expenses incurred since the last meetingReimbursements for Purchases

Who	Item	Net	Vat	Gross
L Mills	Grass seed & fertiliser for car park	96.97	-	96.97
L Mills	Green waste bin from City Council	20.00	-	20.00
L Mills	Green waste collection fee from City Council	40.00	-	40.00
C Richardson	Timber	14.58	2.92	17.50
C Richardson	Screws	1.99	0.40	2.39

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Water for BG	5.27	5.27	-
Envirocare	Grass cutting (25/3)	396.00	330.00	66.00
LALC	Annual subscription	486.11	486.11	-
Clarkson Electrical Solutions Lt	Timer for MUGA lighting	330.00	275.00	55.00
Clarkson Electrical Solutions Lt	Wiring in toolshed	168.60	140.50	28.10
Beaver Tree Surgeons Limited	Tree works in Memorial Garden	840.00	700.00	140.00
L Mills	Salary & reimbursements	739.76	739.76	-
C Richardson	Salary & reimbursements	382.59	379.27	3.32
G Bretherton	Salary	358.05	358.05	-
Dennis Barnfield Ltd	Chainsaw blade	17.00	14.17	2.83
	TOTALS	£ 3,723.38	£ 3,428.13	£ 295.25

21/04/062 To consider plan for commencing physical meetings

The temporary COVID law allowing remote meetings will cease on the 6th May, so only physical meetings can legally occur from the 7th May, as long as they can be held in a safe manner. Lawyers in Local Government (LLG), Association of Democratic Officers (ADSO) and Hertfordshire County Council are taking legal action to clarify the situation, arguing that virtual meetings should remain acceptable; the case will be held on the 21st April.

It was resolved: to work on the assumption that the next meeting will be physical unless the outcome of legal case is clear.

21/04/063 To confirm the date of the forthcoming annual meeting(s):

The Annual Meeting of the Council and Annual Parish Meeting will be arranged for 12th May 2021 at 19:15.

There being no further business the Chair declared the meeting closed at 20:55 Minutes subject to approval at the next meeting.

Signed..... Chair Date