

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING  
Wednesday 8<sup>th</sup> September 2021 7:15pm @ The Centre, Halton**

**Chair:** Cllr Slinger

**Present:** Cllr Turner, Cllr Coates, Cllr Buntin, Cllr Jefferson, 3 members of the public

**Clerk:** Luke Mills

**21/09/104 To receive apologies for absence and to approve the reasons given**

Apologies were received from Cllr Sewell, Cllr Lamb, Cllr McAleer

**21/09/105 To approve the minutes of the meeting held on 14<sup>th</sup> July 2021 as an accurate record**

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

**21/09/106 Declarations of Interests**

Nothing to report.

**21/09/107 Suspension of Standing Orders**Lythe Fell Avenue residents

They are unhappy about the behaviour of people in the woods between the Skate Park and Lythe Fell Avenue. They wondered if it would be possible to fence off the woods to prevent access. The Parish Council highlighted that there is a plan to build a new toilet which should help. The residents were encouraged to keep reporting anti-social behaviour and drug issues to the Police.

**21/09/108 To consider and approve reports:****a) District Councillor Report**

- Nothing to report.

**b) Open Spaces, allotments & burial ground**Completed/In Progress

- Vegetation around the football pitch strimmed ready for surveying
- 2 horse signs installed on the Bay Gateway track; the others will be installed once preferred locations have been confirmed
- MUGA basketball hoop replaced
- Army Camp path strimmed

Planned

- Boardwalk repairs – planned for later Sep/early Oct (hopefully)
- Lowering height of Link path hedge
- Repair of swings at St. Wilfrid's Park & the Centre hopefully occurring soon

Hours

- 88 hrs last month (excl. of holidays)

**Open Spaces**

- The new litter & dog mess signs are ready for putting up around the village and look great.
- All 23 bins around the village have been surveyed. 5 need replacing and 5 are quite worn.
- Ash die-back becoming a problem so a report should be sought on the trees on Parish Council land.

**Allotments**

- There is an increasing problem with firms/people dumping "wood chippings" in the paddock area. The last load included large chunks of timber, plastic containers, etc.  
**Action:** Clerk to put up warning sign(s) at the paddock area.
- Two plot holders have vacated their plots which have been allocated to those next on the waiting list.
- Complaints have been received about the state of a plot so a letter will be sent to that tenant reminding them of the rules.  
**Action:** Clerk to send a warning letter to the allotment tenant

**Burial Ground**

- A member of Halton Gardening Group who helps maintain the Burial Ground has offered a Himalayan Mountain Ash tree.  
**Action:** Clerk to respond asking for a little more time to consider in order to identify a suitable location.

## c) HCA

Everything running smoothly. Various groups running again. A new member of staff to help with catering and general support has started.

## d) Finance Report

- Mostly within budget, though the Water and Audit costs are over-budget.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,046	Salary - Clerk	3,518	3,528	41,206	Precept	41,206	-
11,731	Salary - Groundstaff	5,219	6,513	935	Allotments	-	935
400	Training	-	400	160	Rent	140	20
6,250	Grass Cutting	5,410	840	1,300	Burial Ground	950	350
150	Hedge Cutting	-	150	40	Bank Interest	-	40
450	Play Inspection	350	100	-	Damage	-	-
4,613	Repairs & Renewals	3,343	1,270	-	General	-	-
380	Pitch Feed	375	5	-	Grants	-	-
4,500	Public Works Loan	-	4,500	-	Donations	950	-
200	Audit	408	-		VAT	528	2,391
72	Bank Charges	42	30				
200	Clerks Expenses	128	72	43,641	<b>TOTAL</b>	<b>43,774</b>	<b>3,736</b>
1,956	HCA	-	1,956				
2,358	Insurance	1,892	-		<b>CASHBOOK BALANCES</b>	<b>ACTUAL</b>	<i>Forecast</i>
655	Subs	486	169		Gross Receipts	£57,786	61,522
30	Water	32	32		Gross Payments	£27,520	48,521
130	Website	-	130		<b>CASHBOOK BALANCE</b>	<b>£30,266.65</b>	<b>£13,001.58</b>
20	S137	-	20				
-	Refunds	-	-		<b>BANK BALANCES (31/8/21)</b>		
-	Assets	843	-		Current a/c	45.63	
-	Misc	3,083	-		Deposit a/c	35,175.86	
76	B4RN	-	76		<b>BANK BALANCE</b>	<b>£35,221.49</b>	
882	Emergency Response & Flood Grant	-	882				
328	War Memorial Restoration	-	328		<b>FUND BALANCES</b>		
42,427	<b>NET TOTAL</b>	<b>25,128.99</b>	<b>21,001</b>		General A/C	£13,882	
	VAT claimed	-			Village Improvement A/C	£14,885	
	VAT to be claimed	2,391			MUGA Sink Fund A/C	£1,500	
42,427	<b>GROSS TOTAL</b>	<b>27,520</b>	<b>48,521</b>		<b>FUND TOTAL</b>	<b>£30,266.65</b>	

It was resolved: to accept the Finance Report to 8<sup>th</sup> September 2021.

## e) Planning

## New Applications

- [21/00859/FUL](#) | Installation of two air source heat pumps and erection of fenced compound area
  - St Wilfrids Church Of England Primary School Penny Stone Road Halton Lancaster Lancashire LA2 6QE
- [21/00802/FUL](#) | Demolition of existing veranda and erection of a single storey rear extension incorporating a canopy roof over a raised decking area, and installation of external steps
  - 31 Arrow Lane Halton Lancaster Lancashire LA2 6QP
- [21/00825/FUL](#) | Erection of a single storey side extension and construction of a raised decking area with external steps and balustrade to the rear elevation
  - 27 Arrow Lane Halton Lancaster Lancashire LA2 6QP
- [21/00770/VCN](#) | Erection of a single storey building for sleeping accommodation and a single storey building for office/stores with associated excavation of land, installation of new windows and doors in existing activity centre, erection of a pumping station and creation of parking areas
  - Halton Training Camp Halton Road Halton Lancaster Lancashire LA2 6LW
- [21/01031/PLDC](#) | Proposed Lawful Development Certificate for the demolition of existing conservatory and erection of a single storey rear extension
  - 27 Sykelands Avenue Halton Lancaster Lancashire LA2 6QF
- [21/01024/FUL](#) | Erection of a two storey side and rear extension and erection of a single storey rear extension
  - 136 High Road Halton Lancaster Lancashire LA2 6QA
- [21/00995/FUL](#) | Erection of a two storey side extension and construction of a dormer extension to the rear elevation
  - 65 Beech Road Halton Lancaster Lancashire LA2 6QH

- [21/00934/FUL](#) | Creation of area of hardstanding and erection of gate and gateposts to southern boundary and construction of an internal driveway
  - Field South Of Halton Green House Green Lane Halton Lancaster Lancashire LA2 6PB

#### Permitted or Closed

- [21/0109/TPO](#) | Sycamore (T1) - 20% reduction to bring back the shape Lime (T2) - 25% reduction via crown thinning
  - 15 Church Brow Halton Lancaster Lancashire LA2 6LS
- [21/0110/TPO](#) | x3 Beech - Thin by 25% x1 Lime - Fell
  - 6 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/0111/TPO](#) | x1 Sycamore - Crown raise to 5m, reduce from house by 3m, and dead wood
  - 8 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/0098/TPO](#) | 2 x pine (T1 and T2) - Fell
  - 1 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/00154/FUL](#) | Conversion of existing loft space above garage to create ancillary accommodation including the installation of 3x roof lights
  - Willow Barn Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [21/00989/NMA](#) | Non-material amendment to planning permission 17/01553/FUL to change the roof slope of rear single story extension
  - 61 St Wilfrids Park Halton Lancaster Lancashire LA2 6PN
- [21/00979/EIR](#) | Screening opinion for the relocation of the single storey building for sleeping accommodation
  - Halton Training Camp Halton Road Halton Lancaster Lancashire LA2 6LW
- [21/0140/TCA](#) | 2 x Beech (T1, T2) - Reduction of 30% live crown mass 1 x Hawthorn (T3) - Reduction of 30% live crown mass 2 x Holly (T4, T5) - Reduction of 30% live crown mass
  - 4 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/00378/FUL](#) | Installation of new sewage treatment plant
  - Ghyll House And Ghyll Bank Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [21/00233/FUL](#) | Erection of a single storey side extension
  - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
- [21/00234/LB](#) | Listed building application for the erection of a single storey side extension
  - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA

**It was resolved:** to respond to 21/00859/FUL by raising concerns over the noise impact of the current plans.

**It was resolved:** that Cllr Buntin speaks to the school to raise concerns about the design.

#### **21/09/109 To consider and approve a proposed extension to The Centre, incl. a new lift to the extension and toilet**

Plans for extending the Centre to install a new lift and outside toilet were presented. The builder currently working on the Army Camp has agreed to help with the construction work whilst they are in the area.

**It was resolved:** to proceed with the works for the new lift and toilet and to apply for planning permission.

#### **21/09/110 To consider and approve Recreation Area improvements, including an outline planning application**

Plans for enlarging the pitch area to make it suitable for under-18s, installing some seating on the north side, a low height "ball-stop" fence on the south side and removing the large sick sycamore and smaller self-seeded trees were presented.

**It was resolved:** to agree to the Recreation Area improvement works and to apply for planning permission.

#### **21/09/111 To consider and approve applying for a Public Works Loan Board to fund future works**

**Action:** Clerk to verify requirements on application process for a Public Works Loan Board loan.

**Action:** Discuss at the next meeting.

#### **21/09/112 To consider and approve adding a missing name to the War Memorial following research by local historian**

**Action:** Cllr Jefferson to contact the War Memorial Trust to see if the person meets the requirements for recording on a War Memorial.

#### **21/09/113 To consider parish involvement in the Queen's Platinum Anniversary**

At the beginning of June 2022 there will be a nationwide celebration of the Queen's Platinum Anniversary. The Parish Council would like to support one or more local events as long as there are sufficient volunteers to help plan and manage them.

**21/09/114 To consider potential road safety measures for Church Brow**

Lancashire County Council have approved funding for road safety measures on Church Brow, but there are no specific plans yet or timescales.

**21/09/115 To consider and approve repairs to woodland riverside public right of way leading to the Crook O'Lune**

**It was resolved:** Clerk to write to PROW team at County Council to raise serious concerns about the safety and state of the path.

**21/09/116 To consider and approve the Parish Council Risk Assessment**

**It was resolved:** to approve the Parish Council Risk Assessment.

**21/09/117 To consider and approve insurance for the Parish Council including Fidelity cover**

**It was resolved:** that £150,000 of Fidelity Guarantee cover is sufficient.

**It was resolved:** that a 3-year insurance policy with BHIB will be taken out at a cost of £1,891.77 this year.

**21/09/118 To receive the external audit report and the Annual Governance and Accountability Return for 2020-21 and consider any recommendations**

No issues or concerns were raised by the external auditor PKF Littlejohn LLP.

A notice of conclusion of audit will be publicised by 30th September along with sections 1,2 & 3 from the AGAR.

**It was resolved:** to accept the external audit report and AGAR for 2020-21.

**21/09/119 To consider content for the Prattle**

**Action:** Clerk to mention plans for the Centre, Recreation Area, new playground equipment and Denny Beck bridge works.

**21/09/120 To consider and approve accounts for payment for expenses incurred since the last meeting**Reimbursements for Purchases

Payee	Description	Net	Vat	Gross
L Mills	Work gloves	28.55	5.72	34.27
L Mills	Strimmer line	15.88	3.17	19.05
L Mills	Drive belt x2	48.59	-	48.59
L Mills	Stationery	16.87	3.37	20.24
L Mills	Printer toner	65.54	13.10	78.64
L Mills	Basketball hoop	99.94	-	99.94
G Bretherton	Drive belt	25.00	-	25.00
G Bretherton	Tools (spanners, drill bit)	28.12	5.62	33.74

Payments for Approval

This includes payments already made in August and those for this month.

Payee	Description	TOTAL	NET	VAT
Water Plus	Aug - Water for BG	5.27	5.27	
R & M Dawson	Aug - Retaining wall at the Centre	3,700.00	3,083.33	616.67
Envirocare	Aug - Grass cutting - July	792.00	660.00	132.00
Dennis Barnfield Ltd	Aug - Fuel & parts	52.86	49.90	2.96
L Mills	Aug - Salary & reimbursements	932.98	879.30	53.68
C Richardson	Aug - Salary & reimbursements	348.05	346.45	1.60
G Bretherton	Aug - Salary	230.30	230.30	
K Bridgewater	Aug - Salary & reimbursements	307.40	306.30	1.10
Signs Express	Aug - Dog mess signs	745.74	621.45	124.29
Water Plus	Water for BG	5.27	5.27	
Envirocare	Grass cutting - Aug	792.00	660.00	132.00
PKF Littlejohn	Audit fee	360.00	300.00	60.00
Dennis Barnfield Ltd	Fuel & parts	56.81	47.34	9.47
G Bretherton	Salary & reimbursements	387.74	382.12	5.62
K Bridgewater	Salary	300.80	300.80	
L Mills	Salary & reimbursements	887.85	862.49	25.36
C Richardson	Salary	272.60	272.60	
BHIB Insurance Brokers	Annual insurance	1,891.77	1,891.77	
	<b>TOTALS</b>	<b>£ 12,069.44</b>	<b>£ 10,904.69</b>	<b>£ 1,164.75</b>

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

**21/09/121 To confirm the date of next Parish Council Meeting**

The next meeting of the Parish Council will be arranged for 13<sup>th</sup> October 2021 at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 21:05. Minutes subject to approval at the next meeting.

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