

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING****Wednesday 8th December 2021 7:15pm @ The Centre, Halton****Chair:** Cllr Slinger**Present:** Cllr Coates, Cllr Jefferson, Cllr Lamb, Cllr McAleer, Cllr Buntin, Cllr Sewell**Clerk:** Luke Mills**21/12/150 To receive apologies for absence and to approve the reasons given**

Apologies were received from Cllr Turner

21/12/151 To approve the minutes of the meeting held on 10th November 2021 as an accurate record**It was resolved:** that the minutes be accepted as a true record and to be signed by the Chair.**21/12/152 Declarations of Interests**

Nothing to report.

21/12/153 Suspension of Standing Orders

Nothing to report.

21/12/154 To consider and approve reports:**a) District Councillor Report**

- Lancaster City Council are running a hardship fund. Call 01524 582000 or see the following link:
<https://www.lancaster.gov.uk/sites/community-hub/household-support-fund>

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

- Boardwalk repairs: Still progressing.
- Leaf clearance
- Willow around the sand pit is being pruned.
- Removal of partially fallen tree in the Burial Ground
- Tidying up the Burial Ground after the tree felling

Planned

- Horse signs awaiting installation on the Bay Gateway track

Hours

- 117 hrs last month (excl. of holidays)
- 3hrs overtime from Kevin.

General

- A sizeable limb from an oak tree adjacent to the pitch has partially broken off and is resting above ground.

It was resolved: that the Clerk will contact the City Council Tree Officer and a tree surgeon.

- A resident from Aughton requested the purchase of a grit bin. This was previously discussed and agreed in January/February 2021 (Highways declined to supply one). Therefore, a grit bin along with 4 bags of road salt has been purchased for £144 + vat and delivered to Aughton.
- Road salt for use around the Centre has been restocked.

It was resolved: Clerk to order some new reflective markers for the car park

Allotments

- Invoices for the allotment rents for 2022 have been sent to all the tenants.
- One of the allotment users has generously made a start at dismantling the communal compost.
- One allotment holder has declined to renew so the next person on the waiting list has been contacted.

Burial Ground

- Nothing to report.

c) HCA

- Plans progressing on the building work, but the planning application needs a full tree survey report.

d) Finance Report

- Most expenditure budgets have now been spent, the main outstanding budgets are the salaries and repairs.
- At present the forecast balance for the end of the financial year is £13,695.
- The precept will be calculated using the figures agreed today, ready for approval in January.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,046	Salary - Clerk	5,280	1,766	41,206	Precept	41,206	-
11,731	Salary - Groundstaff	8,349	3,382	935	Allotments	255	680
400	Training	-	-	160	Rent	140	20
6,250	Grass Cutting	6,400	-	1,300	Burial Ground	1,430	-
150	Hedge Cutting	-	150	40	Bank Interest	-	-
450	Play Inspection	350	-	-	Damage	-	-
4,613	Repairs & Renewals	4,809	500	-	General	-	-
380	Pitch Feed	375	-	-	Grants	-	-
4,500	Public Works Loan	-	-	-	Donations	950	-
200	Audit	408	-	-	VAT	528	104
72	Bank Charges	60	12				
200	Clerks Expenses	128	72	43,641	TOTAL	44,509	804
1,956	HCA	151	72				
2,358	Insurance	1,892	-		CASHBOOK BALANCES	ACTUAL	Forecast
655	Subs	651	-		Gross Receipts	£58,521	59,326
30	Water	47	16		Gross Payments	£36,431	45,630
130	Website	111	19		CASHBOOK BALANCE	£22,090.51	£13,695.22
20	S137	20	-				
-	Refunds	-	-		BANK BALANCES (30/11/21)		
-	Assets	843	-		Current a/c	43.42	
-	Misc	3,559	-		Deposit a/c	24,415.86	
76	B4RN	-	-		BANK BALANCE	£24,459.28	
882	Emergency Response & Flood Grant	-	882				
328	War Memorial Restoration	-	328				
2,000	New bins	-	2,000		FUND BALANCES		
44,427	NET TOTAL	33,434.06	9,199		General A/C	£5,705	
	VAT claimed	2,893			Village Improvement A/C	£14,885	
	VAT to be claimed	104			MUGA Sink Fund A/C	£1,500	
44,427	GROSS TOTAL	36,431	45,630		FUND TOTAL	£22,090.51	

It was resolved: to accept the Finance Report to 8th December 2021.

e) Planning

New Applications

- [21/01234/FUL](#) | Demolition of existing garage, erection of two storey rear and side extension with dormer extension This is a re application of a previously passed application
 - 39 Clougha Avenue Halton Lancaster Lancashire LA2 6NS
- [21/0220/TPO](#) | Ash (T2) - Fell
 - St Wilfrids Lodge Foundry Lane Halton Lancaster Lancashire LA2 6LT

Permitted or Closed

- [18/01422/FUL](#) | Erection of 65 dwellings with associated access, landscaping, open space, drainage, highway and parking arrangements and land re-profiling works
 - Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire
- [21/01024/FUL](#) | Erection of a two storey side extension and erection of a single storey rear extension
 - 136 High Road Halton Lancaster Lancashire LA2 6QA
- [21/00825/FUL](#) | Erection of a single storey side extension and construction of a raised decking area to the rear elevation
 - 27 Arrow Lane Halton Lancaster Lancashire LA2 6QP
- [21/01235/FUL](#) | Erection of a single storey side extension with excavation of land to create lower ground storage/undercroft, construction of retaining wall and steps
 - 3 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/01297/PLDC](#) | Proposed Lawful Development Certificate for a loft conversion and installation of rooflights to the front elevation
 - 6 Arrow Lane Halton Lancaster Lancashire LA2 6QN
- [21/00139/DIS](#) | Discharge of conditions 3 and 4 on approved application 21/00427/LB
 - Halton Park Farm Park Lane Halton Lancaster Lancashire LA2 6PD
- [21/0210/TCA](#) | x2 Hawthorne - Fell and replace with native fruit trees
 - The Conifers Church Brow Halton Lancaster Lancashire LA2 6LP
- [21/01228/FUL](#) | Erection of a detached garden store
 - The Dairy Town End Farm Low Road Halton Lancaster Lancashire LA2 6NB

Refused/Withdrawn

- 21/00328/FUL | Erection of a first floor side and rear extension, 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
- 21/00934/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

The Parish Council is disappointed that final approval for the 65 homes off Kirby Lonsdale Road has been given.

21/12/155 To consider the Recreation Area planning application

An arboriculture and tree management specialist has been contacted and asked to produce an Arboricultural Impact Assessment in preparation for the planning application.

21/12/156 To receive an update on Castle Hill

Oxford Archaeology North have carried-out a drone survey of Castle Hill which was paid by a grant from the local B4RN fund. This will create a 3D model of the site. Various interested local groups will meet mid-January to discuss the findings and ideas for the future.

Action: Clerk to find deeds for Castle Hill and introduce the tenant to Cllr Coates.

21/12/157 To consider plans for new playground equipment

Action: Clerk and Cllr Turner to produce some outline options for new equipment at the Centre and St Wilfrid's Park.

21/12/158 To receive and consider report on the recent multi-agency flood risk visit

Cllr Lamb reported on a recent multi-agency site visit (Flood Liaison Officer, EV, UU, County Council, City Council, Highways, Flood Action Group). They visited and discussed each of the key flood risk areas:

- Forgewood Drive area – There may be some possible water retention options.
- High Road area – The Flood Liaison Officer from County Council was confident that the new development due behind Pointer Grove should help reduce the overall flood risk.
- Church Brow area – There is an idea/plan to build a series of leaky dams to hold back water on Cote Beck.

They highlighted that each householder has a personal responsibility to protect their own property.

Action: Cllr Lamb to contact Flood Liaison Officer to find out more details of the plans to build dams on Cote Beck.

21/12/159 To consider interim internal audit

The Clerk for Slyne-with-Hest carried-out an internal audit on 23rd November. No issues were raised. However, the internal audit team is insufficient for the formal AGAR internal audit in May unless a new clerk in a neighbouring parish decides to join.

Action: Clerk to monitor the situation and bring back for a decision if necessary.

21/12/160 To consider rents for 2022-23:

a) Burial Ground fees

It was resolved: to increase the burial ground fees by approx. 3.4%, rounding to nearest £1/£5/£10 (as appropriate)

b) Castle Hill rent

It was resolved: to increase Castle Hill rent to £150 per annum.

21/12/161 To consider salaries for 2022-23:

a) Hourly rate for grounds staff

It was resolved: To increase the rate for the grounds staff to £10 per hour from April 2022.

b) Hourly rate for the Clerk

It was resolved: To increase the rate for the Clerk to £14 per hour from April 2022.

21/12/162 To consider loan repayments for 2022-23

It was resolved: to assume loan repayments sufficient to repay £50k over 10 years (currently £5,186 pa)

21/12/163 To consider and approve accounts for payment for expenses incurred since the last meeting

Reimbursements for Purchases

Payee	Description	Net	Vat	Gross
LM	1/2 pallet rock salt	115.25	23.05	138.30
LM	Grit bin for Aughton	143.45	28.69	172.14
LM	Domain hosting	61.00	12.20	73.20
LM	Website hosting	49.90	9.98	59.88

Payments for Approval

Ref	Payee	Description	TOTAL	NET	VAT
80	Water Plus	Water for BG	5.27	5.27	
81	Lancaster City Council	Pest control	54.00	45.00	9.00
82	ICO	Annual fee (Direct debit)	35.00	35.00	
83	L Mills	Salary & reimbursements	1,030.64	956.72	73.92
84	C Richardson	Salary	521.70	521.70	
85	G Bretherton	Salary	413.60	413.60	
86	K Bridgewater	Salary	329.00	329.00	
87	HCA	Room hire	151.20	151.20	
88	Mason Gillibrand	Fees for building work	127.36	106.13	21.23
		TOTALS	£ 2,667.77	£ 2,563.62	£ 104.15

It was resolved: to approve the above expenditure.

21/12/164 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 12th January 2022 at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 20:30. Minutes subject to approval at the next meeting.

Signed..... Chair Date