

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF ANNUAL PARISH COUNCIL MEETING  
Wednesday 11<sup>th</sup> May 2022 7:40pm @ The Centre, Halton**

**Chair:** Cllr Slinger

**Present:** Cllr Coates, Cllr Turner, Cllr Lamb, Cllr Sewell, Cllr Buntin, 6 members of the public

**Clerk:** Luke Mills

**22/05/053 To elect:**

a) **a Chair for the next 12 months and to receive the declaration of office**

**It was resolved:** that Cllr Slinger be elected as Chair for the next 12 months

b) **a Vice-Chair for the next 12 months and to receive the declaration of office**

**It was resolved:** that Cllr Turner be elected as Vice-Chair for the next 12 months

**22/05/054 To receive apologies for absence and to approve the reasons given**

Apologies were received from Cllr Jefferson, Cllr McAleer

**22/05/055 To consider and approve the minutes of the meeting held on 13<sup>th</sup> April 2022**

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

**22/05/056 To receive declarations of interests and dispensations**

Cllr Turner declared an interest in 22/05/063.

**22/05/057 Suspension of Standing Orders**

Residents of Lune View Park

They request that the double-yellow lines are extended along the full length of Station Road. Cars are frequently being parked along the road and on the pavement, causing obstructions and hazards for both cars and pedestrians.

Also, they would like Denny Beck to have some lighting installed to make crossing safer and easier during night. This lighting could be solar powered and would not need to be on all night.

Allotment holder

They would like to keep two apiaries on their allotment; this would be fenced to prevent access and protect it. Their plot is situated towards the manor house.

**22/05/058 To consider and approve reports:**

a) **District Councillor Report**

Nothing to report.

b) **Open Spaces, allotments & burial ground**

**Open Spaces**

Completed/In Progress

- Play equipment at far end of pitch painted by volunteers from The British Thoroughbred Retraining Centre.

Planned

- Relocating some of the existing bins
- Strimming Army Camp path and burial ground/M6 path
- The original installer of the alarm system in the tool shed has died, so another electrician will have to be found.
- Car park markers to be purchased and installed. A small number were bought but they were too loose so different ones will be needed.

Hours

- 84 hrs last month (excl. of holidays & sickness)
- Kevin has resigned because he was struggling to cover the hours.

Open Spaces

- One drive belt on the Kubota failed, so Dennis Barnfield came over to replace it and recommended that the other drive belt was also replaced. This cost £180+vat.
- The disperser on the Kubota also needs replacing; this fits on the back and spreads the cut grass. It is quite bashed all round and kept clogging. Garry tried fixing it, but the brackets holding the thin sheet metal together sheared off.
- **It was resolved:** to purchase a new disperser for £280 + vat from Dennis Barnfield.
- The tree survey has been carried-out. The survey identifies several which trees are unsafe (3 at the Centre, 1 at the Burial Ground). Permission from Planning will need to be granted before felling a couple of the larger trees.
- **Action:** Clerk to obtain one or more quotes for the necessary tree works once permission is granted.

**Burial Ground**

- Nothing to report

**Allotments**

- First allotment inspection of the year has occurred. No warnings this time.
- Apparently, the previous pest control representative has continued to visit the allotments, despite the contract not being renewed.

**a) HCA**

- See above.

**b) Finance Report**

- The internal auditor postponed the audit scheduled on 5<sup>th</sup> May due to ill health.
- **Action:** Clerk to identify an alternative internal auditor as soon as possible.
- Halton Gardening Group have donated £434 and Halton B4RN Community Fund (£3,760) have donated the remaining funds now that the B4RN work is complete.

Financial Statement - May 2022				Balance b/f 1st April 2022			
				15,754.60			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,280	Salary - Clerk	1,194	6,086	42,937	Precept	42,937	-
12,480	Salary - Groundstaff	1,683	10,797	1,020	Allotments	-	1,020
5,267	Public Works Loan	-	5,267	160	Rent	150	10
6,400	Grass Cutting	2,470	3,930	1,300	Burial Ground	114	1,186
150	Hedge Cutting	-	150	20	Bank Interest	-	20
540	Pest control	878	-	-	Damage	-	-
450	Play Inspection	-	450	-	General	-	-
4,600	Repairs & Renewals	526	4,074	-	Grants	-	-
380	Pitch Feed	-	380	-	Donations	434	-
1,000	Tree Works	550	450	-	VAT	-	-
450	Audit	-	450				
72	Bank Charges	-	72	45,437	<b>TOTAL</b>	<b>43,635</b>	2,236
200	Clerks Expenses	133	67				
950	HCA	-	950		<b>CASHBOOK BALANCES</b>	<b>ACTUAL</b>	<i>Forecast</i>
2,448	Insurance	-	2,448		Gross Receipts	£59,390	61,626
655	Subs	490	165		Gross Payments	£14,605	45,760
400	Training	-	400		<b>CASHBOOK BALANCE</b>	<b>£44,784.67</b>	£15,865.11
65	Water	16	49				
130	Website	-	130		<b>BANK BALANCES (30/4/22)</b>		
20	S137	-	20		Current a/c	737.11	
43,937	<b>BUDGET TOTAL</b>	<b>7,939.10</b>	<b>36,335</b>		Deposit a/c	51,652.63	
					<b>BANK BALANCE</b>	<b>£52,389.74</b>	
-	Assets	1,884	-				
-	Misc services	3,296	- 3,296				
76	B4RN	-	-		<b>FUND BALANCES</b>		
882	Emergency Response & Flood Gra	-	882		General A/C	£28,036	
	VAT claimed	-			Village Improvement A/C	£13,749	
	VAT to be claimed	1,486			MUGA Sink Fund A/C	£3,000	
44,895	<b>GROSS TOTAL</b>	<b>14,605</b>	<b>45,760</b>		<b>FUND TOTAL</b>	<b>£44,784.67</b>	

**It was resolved:** to accept the Finance Report to 11<sup>th</sup> May 2022.

## c) Planning

### New Applications

- [22/00415/EIR](#) | Screening opinion for the change of use of workshop and store building and land into 2 dwellings and 1 holiday let (C3), installation of windows, doors, creation of parking area and landscaping
  - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU
- [22/00416/EIR](#) | Screening opinion for the change of use of workshop, store building and caretakers accommodation into 2 dwellings and 1 holiday let (C3), construction of a pitched roof, installation of windows, doors and balcony, demolition of part of building and creation of parking area and landscaping
  - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU
- [22/0055/TPO](#) | x2 Ash (T1, T6) - Fell
  - St Wilfrids Hall Foundry Lane Halton Lancaster Lancashire LA2 6LT

### Permitted

- [22/00160/FUL](#) | Erection of a single storey side and rear extension with overhanging roof, construction of balustrade, external steps and raised patio area to the rear, construction of a dormer extension to the front elevation and construction of a ramp to the side
  - 38 Oak Drive Halton Lancaster Lancashire LA2 6QL
- [21/00734/LB](#) | Listed building consent for the erection of a single storey side extension and internal alterations, including demolition of existing internal porch, installation of replacement staircase, alterations to room layout, removal of internal walls, installation of internal walls, partial removal of a ceiling to create a mezzanine level over the entrance hall, and raising of ceiling height in second floor bedrooms
  - Tower House Church Brow Halton Lancaster Lancashire LA2 6LR
- [21/00733/FUL](#) | Erection of a single storey side extension
  - Tower House Church Brow Halton Lancaster Lancashire LA2 6LR

### Refused/Withdrawn

- [21/01037/FUL](#) | Erection of five 4-bed detached dwellings and three 3-bed dwellings (C3), part demolition and conversion of St Wilfrids Hall into two 1-bed apartments and four 2-bed apartments (C3) with associated access and landscaping
  - St Wilfrids Hall Foundry Lane Halton Lancaster Lancashire LA2 6LT
- [22/00128/CU](#) | Retrospective application for the change of use of domestic garage to gym (class E) with associated parking
  - Forgewood Cottage Low Road Halton Lancaster Lancashire LA2 6PA

No comments on the planning applications.

### 22/05/059 To appoint the following:

#### a) Responsible Finance Officer (RFO) for the next 12 months

**It was resolved:** to re-appoint the Parish Clerk (Luke Mills) to the role of Responsible Finance Officer for the next 12 months.

#### b) Representatives on the Halton Community Association (HCA) for the next 12 months

**It was resolved:** that Cllr Slinger & Cllr Turner will represent the Parish Council on the Halton Community Association for the next 12 months.

#### c) Representatives on the Burton & Rigby Educational Foundation for the next 12 months

**It was resolved:** that Cllr Slinger & Cllr Coates will represent the Parish Council on the Burton & Rigby Educational Foundation for the next 12 months.

### 22/05/060 To determine meeting dates for the next 12 months

**It was resolved:** to hold a meeting every 2<sup>nd</sup> Wednesday of the month, apart from August.

**22/05/061 To consider donation from the Halton B4RN Community Fund**

The Parish Council are grateful for the donation of the remaining funds from Halton B4RN Community Fund. The funds will be allocated to the Village Improvement account.

**22/05/062 To consider plans for Queen's Canopy tree planting and Jubilee Celebrations**

Story Homes agreed to the planting of an oak, which has been purchased and is awaiting delivery. The land is managed by LSL Estate Management Ltd, Carlisle, with maintenance contracted to Envirocare.

**It was resolved:** to aim to plant the oak at 2pm 31<sup>st</sup> May. This will be advertised on Facebook, to local homes and organisations, e.g. Halton Gardening Group.

**It was resolved:** to purchase an official A5 Queen's Canopy plaque from the Royal British Legion for £155.

**It was resolved:** to hire a large children's (17' x 15') bouncy castle for £102 for the picnic, to be run by volunteers.

**Action:** Cllr Turner to design a poster for the picnic and advertise via Facebook.

**22/05/063 To consider plans for Recreation Area and Play Area improvements**

**It was resolved:** that Cllr Turner will organise a quote for pitch drainage.

**Action:** to consider making the sand pit larger.

**22/05/064 To consider vacancy for a Grounds Maintenance person**

Kevin has resigned. One of the remaining ground staff has recommended someone who would be interested in the work and who has completed an application form.

**It was resolved:** to employ Pete Bucklow on the same terms as Kevin with a probation period.

**22/05/065 To consider repairing football shelter**

**It was resolved:** that the Clerk will investigate options for repair, preferably using a double-layer of polycarbonate.

**22/05/066 To consider a request for the siting of an apiary on the allotments**

**It was resolved:** that in principle the siting of two apiaries is acceptable, subject to the agreement of other allotment holders.

**Action:** Clerk to ask the allotment holders for their views on the proposal.

**22/05/067 To consider communication from local resident regarding Station Road and the bridge**

**It was resolved:** that the Clerk writes to Highways highlighting the parking issues on Station Road and recommending that parking restrictions are placed on the full length of the road, e.g. double-yellow lines.

**It was resolved:** that the Clerk writes to Highways requesting that some form of simple lighting is added to Denny Beck bridge.

**22/05/068 To consider and approve electrical works following 5-year inspection at the Centre**

The cost of remedial works at the Centre following a 5-year inspection is £3,296+vat.

**It was resolved:** to pay for the work £3,296+vat.

**22/05/069 To consider and approve accounts for payment for expenses incurred since the last meeting**Payments for Approval

Ref	Payee	Description	TOTAL	NET	VAT
10	Water Plus	Burial ground water	8.14	8.14	
11	Dennis Barnfield	Drive belts & parts	245.78	209.62	36.16
12	Envirocare	Grass cutting for April	815.76	679.80	135.96
13	Lancaster City Council	Pest control for 2022/23	648.00	540.00	108.00
14	Jon Oliver	Tree risk survey	550.00	550.00	
15	Morecambe Press Ltd	Leaflets for survey	68.00	68.00	
16	J.A.Jones & Sons	Oak tree for Queen's Jubilee	297.60	248.00	49.60
17	L Mills	Salary & reimbursements	844.59	844.59	
18	G Bretherton	Salary & reimbursements	285.00	285.00	
19	C Richardson	Salary	450.00	450.00	
20	K Bridgewater	Salary	135.00	135.00	
21	Complete Electrical Anc	Remedial works after inspection	3,955.20	3,296.00	659.20
		<b>TOTALS</b>	<b>£ 8,303.07</b>	<b>£ 7,314.15</b>	<b>£ 988.92</b>

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

**22/05/070 To confirm the date of next Parish Council Meeting**

The next meeting of the Parish Council will be arranged for 8<sup>th</sup> June 2022 at pm at The Centre. There being no further business the Chair declared the meeting closed at 9:25pm. Minutes subject to approval at the next meeting.

**Action:** Clerk to add councillor portfolios to the June agenda.

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