

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 8th June 2022 7:40pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Coates, Cllr Turner, Cllr Lamb, Cllr Sewell, Cllr Buntin, Cllr McAleer, District Cllr Frea, 5 members of the public

Clerk: Luke Mills

22/06/071 To receive apologies for absence and to approve the reasons given

No apologies.

22/06/072 To consider and approve the minutes of the meeting held on 11th May 2022

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

22/06/073 To receive declarations of interests and dispensations

Nothing to report

22/06/074 Suspension of Standing Orders

Wrenman Homes representative

They discussed plans to develop the field adjacent to the Bay Gateway cycle path, opposite the Army Camp, into an industrial/business park. They are keen to work with the Parish Council on plans that would be acceptable. There was some discussion about other local business sites and how these plans compare. District Cllr Frea mentioned that the current designation does not necessarily protect the land. The council are keen to keep an area of separation between Lancaster and Halton. It was agreed that a local public meeting would be the best way to gather views from the parish.

Halton Gardening Group representatives

They would like to have an official opening of the "new" Memorial Garden on Fri 9th Sep 4pm. They would invite those who have supported the project. They have been working on a pictorial map for a sign in the Memorial Garden showing the history, plants and wildlife. They would like to erect it on the corner of the lawn nearest the entrance gate; this will need planning permission. They showed a short film about the Memorial Gardens and HGG created for the BBC to support their request for a Gardener's Question Time visit.

Representatives from a group of residents wanting to plant a community orchard

They view the success of the Fairfield Community Association's orchard as a good model. It would need community support and a team of volunteers to look after it. They hope it would provide community and environmental benefits. Trees would need to be planted this calendar year to be part of the Queen's Canopy. National Tree Week is the last week of November. Story Homes will be contacted again with the proposed plans. They believe there are various sources of funding for planting trees.

Local resident to discuss signage around the village

They would like around 4 signs erected in various locations that provide information about the village. They will need planning permission and funding.

22/06/075 To consider and approve reports:

a) District Councillor Report

There is the possibility of providing training for community speed wardens. These would be residents trained in the use of the speed cameras.

District Cllr Frea encourages people to report the poor state of the woodland footpath along the river to the Crook O'Lune. This has been reported by the Parish Council and others, but County Council have still not repaired the path.

The next Community Connectors meeting will be discussing anti-social behaviour, so he encouraged participation by the Parish Council.

b) Open Spaces, allotments & burial ground

Open Spaces

Completed/In Progress

- General maintenance of open spaces.
- Strimming Army Camp path and burial ground/M6 path
- Repair to broken bench in children's play area

Planned

- Electrician due to inspect the tool shed on the 14th June
- Relocating some of the existing bins – no progress yet
- New car park markers – no progress yet

Hours

- 110 hrs last month (excl. of holidays & sickness)
- Peter has started work and is settling in

Open Spaces

- Jon Oliver re-inspected some of the trees recently and has updated the tree survey report (see attached).

Various trees need felling, including:

- An Alder at the main entrance to the Centre from Low Road
- A large Sycamore between the boardwalk and path at the Centre
- An Ash leaning over the car park on Quarry Road
- An Elder at the burial ground
- 4 x Ash in the woods adjacent to the Centre/Skate park
- He has applied for permission for the tree works ([22/0091/TCA](#), [22/0092/TCA](#))

Burial Ground

- The burial ground entrance gate post broke a couple of months ago. It should be repaired in 1-2 weeks.

Allotments

- No objections to the beehives have been raised by other allotment holders.

c) HCA

- Nothing to report.

d) Finance Report

- The internal audit occurred on 26th May
- The remaining B4RN funds have been allocated to the Village Improvement account.

| Budget | PAYMENTS | Actual | Forecast Remaining | Budget | RECEIPTS | Actual | Forecast Remaining |
|--------|--------------------------------|------------------|--------------------|--------|--------------------------------|-------------------|--------------------|
| 7,280 | Salary - Clerk | 1,800 | 5,480 | 42,937 | Precept | 42,937 | - |
| 12,480 | Salary - Groundstaff | 2,783 | 9,697 | 1,020 | Allotments | - | 1,020 |
| 5,267 | Public Works Loan | - | 5,267 | 160 | Rent | 150 | 10 |
| 6,400 | Grass Cutting | 3,150 | 3,251 | 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 | 685 | 3,915 | - | Grants | - | - |
| 380 | Pitch Feed | 375 | 5 | - | Donations | 4,194 | - |
| 1,000 | Tree Works | 550 | 450 | | VAT | - | - |
| 450 | Audit | 108 | 342 | | | | |
| 72 | Bank Charges | - | 72 | 45,437 | TOTAL | 47,395 | 2,236 |
| 200 | Clerks Expenses | 149 | 51 | | | | |
| 950 | HCA | - | 950 | | CASHBOOK BALANCES | ACTUAL | <i>Forecast</i> |
| 2,448 | Insurance | - | 2,448 | | Gross Receipts | £63,150 | 65,386 |
| 655 | Subs | 490 | 165 | | Gross Payments | £18,148 | 46,007 |
| 400 | Training | - | 400 | | CASHBOOK BALANCE | £45,001.69 | <i>£19,378.35</i> |
| 65 | Water | 24 | 41 | | | | |
| 130 | Website | - | 130 | | BANK BALANCES (31/5/22) | | |
| 20 | S137 | - | 20 | | Current a/c | 394.04 | |
| 43,937 | BUDGET TOTAL | 10,992.10 | 33,282 | | Deposit a/c | 48,110.63 | |
| | | | | | BANK BALANCE | £48,504.67 | |
| - | Assets | 2,005 | - | | | | |
| - | Misc services | 3,418 | - | | FUND BALANCES | | |
| 76 | B4RN | - | - | | General A/C | £24,493 | |
| 882 | Emergency Response & Flood Gra | - | 882 | | Village Improvement A/C | £17,509 | |
| | VAT claimed | - | | | MUGA Sink Fund A/C | £3,000 | |
| | VAT to be claimed | 1,733 | | | FUND TOTAL | £45,001.69 | |
| 44,895 | GROSS TOTAL | 18,148 | 46,007 | | | | |

It was resolved: to accept the Finance Report to 8th June 2022.

e) Planning

New Applications

- [22/00647/FUL](#) | Erection of a single storey rear extension
 - 3 Hazelbank Halton Lancaster Lancashire LA2 6RG
- [22/00596/FUL](#) | Erection of a two storey side extension, single storey rear extension, and front porch extension, construction of a hip to gable roof extension, construction of a dormer extension to the rear, and creation of an access dropped kerb and driveway
 - 136 High Road Halton Lancaster Lancashire LA2 6QA
- [22/00419/FUL](#) | Erection of a two storey side extension, demolition of existing garage and erection of a detached garden room
 - 106 High Road Halton Lancaster Lancashire LA2 6PU
- [22/0091/TCA](#) | Fell 1x T103 (Sycamore) and prune T105, T107, T109 (Oaks) to remove damaged branches
 - Halton Community Association The Centre Low Road Halton Lancaster Lancashire LA2 6NB
 - Tree Works application by Jon Oliver on behalf of the Parish Council
- [22/0092/TCA](#) | Fell 4x Ash trees
 - Halton Community Association The Centre Low Road Halton Lancaster Lancashire LA2 6NB
 - Tree Works application by Jon Oliver on behalf of the Parish Council

Permitted

- [22/00229/FUL](#) | Erection of a two storey side extension and single storey rear extension
 - 2 Pointer Grove Halton Lancaster Lancashire LA2 6QR

Refused/Withdrawn

- [22/00302/FUL](#) | Creation of area of hardstanding, installation of cattle grid and erection of gate to southern boundary and construction of an internal driveway
 - Field South Of Halton Green House Green Lane Halton Lancaster Lancashire LA2 6PB
- [22/00156/FUL](#) | Erection of a single storey front extension, single storey rear extension, two storey side extension, construction of hip to gable extensions, construction of a dormer extension to the rear elevation and installation of external steps to the rear
 - Hazelwood High Road Halton Lancaster Lancashire LA2 6QD

No comments on the planning applications.

22/06/076 To consider councillor portfolios and responsibilities

Action: Deferred to next meeting

22/06/077 To consider Jubilee tree planting in National Tree Week

It was resolved: to organise a meeting with Story Homes to discuss planting further trees, including the community orchard on the public open space.

It was resolved: to order a tree pack from the Woodland Trust.

22/06/078 To consider anti-social behaviour at The Centre

There have been several incidents at the Centre, including the attempted theft of a radio, vandalism of a bench in the play area and the shooting of a BB gun. No immediate solutions, but the Police will be kept informed.

22/06/079 To consider the results of the PWLB survey and next steps

Action: Clerk to respond to specific letters.

Action: Consideration deferred to the next meeting.

22/06/080 To consider the Halton War Memorial project

It was resolved: to allow the Halton Gardening Group to erect an information sign in the Memorial Garden.

It was resolved: to include some additional information on the Parish Council website that could be accessed via the sign.

22/06/081 To consider purchasing pen drives

A local historian has carried out a local of research of those that are named on the War Memorial at his own expense. He has provided this information to various people including the Parish Council. It was suggested that this should be accessible via the Parish Council website.

It was resolved: to reimburse the local resident for some of his costs, including pen drives.

22/06/082 Annual Governance and Accountability Return 2021/22:

- a) To receive, consider and agree the Internal Auditor's Report dated the 26th May 2022 along with any recommendations**

The internal report did not highlight any issues that needed attention, though raised the following suggestions:

I would recommend that the Parish Council carries out a clerk's appraisal in the current year and that it keeps a written record of the playground inspections.

It was resolved: that the Internal Audit Report for 2021-22 is accepted.

- b) To receive, consider and approve the Annual Governance Statement and Accounting Statements, along with supporting documents and to authorise the Chair to sign**

It was resolved: that the Annual Governance Statement for 2021-22 is approved and that the Chair and RFO are authorised to sign.

It was resolved: that the Accounting Statements for 2021-22 is approved and that the Chair and RFO are authorised to sign.

c) To confirm the dates of the period for the exercise of public rights (13th June – 22nd July 2022)

It was resolved: that the period for exercise of public rights will be between 13th June and 22nd July.

22/06/083 To consider and approve accounts for payment for expenses incurred since the last meeting

Payments for Approval

| Ref | Payee | Description | TOTAL | NET | VAT |
|-----|------------------------|---------------------------------|-------------------|-------------------|-----------------|
| 22 | Water Plus | Burial ground water | 8.14 | 8.14 | |
| 23 | Lancaster City Council | Green waste subscription | 40.00 | 40.00 | |
| 24 | GreenThumb | Pitch treatment | 450.00 | 375.00 | 75.00 |
| 25 | Dennis Barnfield | Parts | 28.80 | 24.00 | 4.80 |
| 26 | Envirocare | Grass cutting - May | 815.76 | 679.80 | 135.96 |
| 27 | M Richardson | Internal Audit | 108.10 | 108.10 | |
| 28 | C Slinger | Reimbursement for bouncy castle | 122.40 | 122.40 | |
| 29 | L Mills | Salary & reimbursements | 768.26 | 744.09 | 24.17 |
| 30 | G Bretherton | Salary & reimbursements | 345.97 | 339.14 | 6.83 |
| 31 | C Richardson | Salary & reimbursements | 575.55 | 575.55 | |
| 32 | P Bucklow | Salary | 280.00 | 280.00 | |
| | | TOTALS | £ 3,542.98 | £ 3,296.22 | £ 246.76 |

It was resolved: to approve the above expenditure.

22/06/084 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 13th July 2022 at pm at The Centre. There being no further business the Chair declared the meeting closed at 9:20pm. Minutes subject to approval at the next meeting.

Signed..... Chair Date