

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 11th January 2023 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Coates, Cllr Turner, Cllr Lamb, Cllr Buntin, Secretary of Aughton Village Hall

Clerk: Luke Mills

23/01/001 To receive apologies for absence and to approve the reasons given

Cllr Sewell, Cllr McAleer

23/01/002 To consider and approve the minutes of the meeting held on 14th December 2022

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

23/01/003 To receive declarations of interests and dispensations

None.

23/01/004 Suspension of Standing Orders

The Secretary of Aughton Village Hall asked whether there was any S106 money from the various developments that might be available; they are seeking money to improve the facilities. Cllr Slinger explained that the S106 money from the Story Homes development could only be spent on the football pitch.

23/01/005 To consider and approve reports:

a) District Councillor Report

Nothing to report.

b) Open Spaces, allotments & burial ground

Open Spaces

Completed/In Progress

- The new alarm system is operational in both sheds
- Football shelter refurbishment will be complete once the polycarbonate sheeting is fitted
- New car park markers ready for installation

Planned

- Replacement safety chippings for the nest swing area will be £1,450+vat, but are not available until March
- Repairing the boardwalk (no progress)

Hours

- 103 hrs (excl. of holidays).

Open Spaces

- Trevor Green provided a full digital copy of his research into the casualties listed on the War Memorial. A [copy of it has been uploaded onto the website](#)
 - The Parish Council thanks Trevor for his amazing work
- Tree carvers will be contacted again soon.
- There has been a complaint about the metal pins used in the temporary fencing in the play area, so some wooden posts have been ordered to replace the pins.
- An electrician will be quoting to repair/replace the security lighting on the shed.

Burial Ground

- The fence panels to the side of the building are completely rotten so new panels have been ordered.
- The Ground Staff have tidied up the rear yard and inside the main storeroom.

Allotments

- Most plot holders have paid the annual fee. The outstanding ones will be sent a reminder.
- There are currently 20 people on the waiting list, starting from April 2020.
- The plot holder of 1a has asked for a lower fee for 1a, due to it being difficult to cultivate and suffers from weed growth from the disused "council" plot to the south.
 - **It was resolved to:** Reduce the fee for plot 1a to £15
- The plot holder for 13a asked for additional time to vacate the plot 13a.
 - **It was resolved to:** Allow the tenant of plot 13a until the end of February to vacate the plot

c) HCA

- New Year's Ceilidh was successful. Some staff have left, so positions will be advertised soon.

d) Finance Report

The General account will become negative without a transfer from the Village Improvement account. This is mainly due to the difference in unplanned expenditure vs income of approximately £3,600.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,280	Salary - Clerk	6,047	1,233	42,937	Precept	42,937	-
12,480	Salary - Groundstaff	11,313	1,167	1,020	Allotments	600	420
5,267	Public Works Loan	-	-	160	Rent	150	-
6,400	Grass Cutting	6,549	-	1,300	Burial Ground	745	400
150	Hedge Cutting	-	150	20	Bank Interest	192	-
540	Pest control	1,046	-	-	Damage	-	-
450	Play Inspection	520	-	-	General	2,794	-
4,600	Repairs & Renewals	3,094	1,506	-	Grants	-	4,730
380	Pitch Feed	375	-	-	Donations	4,194	-
1,000	Tree Works	4,300	-		VAT	3,699	1,777
450	Audit	408	-				
72	Bank Charges	55	18	45,437	TOTAL	55,311	7,327
200	Clerks Expenses	256	40				
950	HCA	173	50		CASHBOOK BALANCES	ACTUAL	<i>Forecast</i>
2,448	Insurance	1,962	-		Gross Receipts	£71,065	78,392
655	Subs	659	-		Gross Payments	£51,829	46,166
400	Training	-	-		CASHBOOK BALANCE	£19,236.25	£32,226.28
65	Water	81	16				
130	Website	70	60		BANK BALANCES (31/12/22)		
20	S137	20	-		Current a/c	129.18	
43,937	BUDGET TOTAL	36,926.93	4,240		Deposit a/c	26,540.73	
					BANK BALANCE	£26,669.91	
-	Assets	3,015	-				
-	Misc services	7,770	-		FUND BALANCES		
76	B4RN	-	-		General A/C	£227	
882	Emergency Response & Flood Gra	-	882		Village Improvement A/C	£16,009	
	VAT claimed	2,340			MUGA Sink Fund A/C	£3,000	
	VAT to be claimed	1,777			FUND TOTAL	£19,236.25	
44,895	GROSS TOTAL	51,829	46,166				

It was resolved: to transfer £1,500 from the Village Improvement a/c to the General a/c

It was resolved: to accept the Finance Report to 11th January 2023

e) Planning

New Applications (Awaiting Decision)

- [22/01530/FUL](#) | Construction of dormer extensions to the front and rear elevations
 - 23 Oak Drive Halton Lancaster Lancashire LA2 6QJ
- [22/00176/DIS](#) | Discharge of condition 9 on approved application 18/01422/FUL
 - Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire

- [23/00002/PA56](#) | Prior approval application for the change of use of an agricultural building to a flexible use within Class E/B8
 - Monkley Ghyll Kirkby Lonsdale Road Halton Lancaster Lancashire LA2 6PH

Permitted or Not Required

- [22/01057/FUL](#) | Erection of a single storey rear extension
 - Skirpin Cottage High Road Halton Lancaster Lancashire LA2 6PH
- [22/0226/TCA](#) | Dismantling of 6 Ash trees/stems down to ground level
 - Furnace Barn Foundry Lane Halton Lancaster Lancashire LA2 6LU
- [22/0216/TCA](#) | Conifers (T1, T2, T5, T6) and Willow (T7) - Fell Conifers (T3, T4) - Reduce in height (max. 1/3) and trim
 - Hazelwood High Road Halton Lancaster Lancashire LA2 6QD
- [22/0221/TPO](#) | Trees on fence line (G1) - Crown reduce and thin by a maximum of 20%.
 - 22 Foundry Close Halton Lancaster Lancashire LA2 6FE
- [22/0220/TPO](#) | T1 (Ash) - Pollard
 - St Wilfrids Hall Foundry Lane Halton Lancaster Lancashire LA2 6LT

No comments from the Parish Council.

23/01/006 To consider Lottery Heritage Grant application for the Castle Hill Project

The Heritage Group are considering the best process for grant applications to ensure the project is not delayed. They may apply to Halton Lune Trust for some of the initial works. A formal request to English Heritage has been made to investigate what is thought to be spoil heap near the boundary to the road.

23/01/007 To consider Recreation Area improvements and use of S106 money

A meeting was held with Halton Juniors to discuss plans and budget. The time critical work and the biggest unknown cost is the ground levelling in the corner adjacent to the road and allotments which is likely to need planning consent for any works that could affect the trees.

It was resolved: to approve the quote of £500 from Jon Oliver to provide the necessary AIA planning paperwork for the ground levelling work.

It was resolved: to approve a budget of £800 for new wheels for the football goal posts .

23/01/008 To consider grass cutting contract

It was resolved: to accept the quote from Envirocare of £5,098.50 + vat for 15 cuts.

23/01/009 To consider the budget and the precept for the financial year 2023-2024

PRECEPT BUDGET	2023/24
ANTICIPATED EXPENDITURE	
REVENUE ACCOUNT	
Staff Costs	
Salary - Clerk	7,800
Salary - Groundsmen	15,600
Training	400
Loan Interest/Capital Repayments	
Public Loan Board repayments	5,600
Administration	
Audit costs	500
Bank Charges	72
Clerks expenses & stationery	300
HCA	343
Insurance	2,179
Subscriptions	670
Water rates (burial ground)	100
Web site	130
Maintenance	
Grass Cutting	6,400
Repairs and Renewals	4,600
Tree works & surveying	2,000
Play equipment inspections	550
Weed & Feed Pitch	380
Allotment pest control	540
Hedge cutting	150
Alarm maintenance	145
Other	
Section 137	20
TOTALS	48,479
CAPITAL ACCOUNT	
MUGA maintenance fund	1,500
Future village improvements	-
TOTAL ANTICIPATED EXPENDITURE	49,979
ANTICIPATED INCOME	
REVENUE ACCOUNT	
Rents: Allotments	1,020
Castle Hill	140
HCA	10
Football Shed	10
Burial ground fees	1,300
Bank interest	100
TOTAL	2,580
FORECAST YEAR END BALANCE	-
TOTAL ANTICIPATED INCOME	2,580
Precept as Calculated	
Estimated expenditure	49,979
Estimated income	2,580
Calculated Precept	47,399
PRECEPT as CLAIMED	
Total Forecast Spending	49,979
Total Forecast Income	2,580
CLAIMED PRECEPT	47,399
Parish Tax Base	1,161.15
Parish Tax Rate	£ 40.82
Change in Parish Tax Rate (Band D)	£ 1.30
% Change in Parish Tax Rate	3.3%

It was resolved: to request £47,399 from Lancaster City Council to meet the expenses of the Parish Council for 2023-24.

23/01/010 To consider disposal of unused section of skate park shelter

An offer was made to purchase the unused section of the skate park shelter.

It was resolved: to decline the offer since the original grant conditions require that it is retained for 20 years.

23/01/011 To review and approve:**a) Financial Regulations & Payment Procedures**

It was resolved: to approve the Financial Regulation and Payment Procedures.

b) Statement of Internal Control

It was resolved: to approve the Statement of Internal Control.

c) Use of an Internal Auditor

It was resolved: to seek the services of an internal auditor up to a cost of £200 + vat.

23/01/012 To consider topics to include in the Prattle

Action: Clerk to mention the current councillor vacancy, the Neighbourhood Plan and Castle Hill progress and ask for volunteers to help with the Neighbourhood Plan.

23/01/013 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
94	Water Plus	Burial ground water	8.14	8.14	
95	Unity Trust Bank	Service Charge (Oct-Dec)	18.50	18.50	
96	Kirkwells	Preparation of draft Neighbourhood Plan	3,888.00	3,240.00	648.00
97	Huws Gray	Polycarbonate sheeting x 4	996.91	830.76	166.15
98	HCA	Room hire (Dec)	21.60	21.60	
99	L Mills	Salary & reimbursements	612.06	612.06	
100	G Bretherton	Salary	270.00	270.00	
101	C Richardson	Salary & reimbursements	441.99	440.82	1.17
102	P Bucklow	Salary	320.00	320.00	
103	Alerta Systems	Shed alarm	1,139.96	949.97	189.99
TOTALS			£ 7,717.16	£ 6,711.85	£ 1,005.31

It was resolved: to approve the above expenditure.

23/01/0014 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 8th February 2023 at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 9pm. Minutes subject to approval at the next meeting.

Signed..... Chair Date