

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 12th April 2023 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger
Present: Cllr Coates, Cllr Turner, Cllr Lamb, 4 members of the public
Clerk: Luke Mills

23/04/01 To receive apologies for absence and to approve the reasons given
Cllr Sewell, Cllr Buntin, Cllr McAleer

23/04/02 To consider and approve the minutes of the meeting held on 8th March 2023
It was resolved: that the minutes be accepted as a true record and to be signed by the Chair.

23/04/03 To receive declarations of interests and dispensations
None.

23/04/04 Suspension of Standing Orders

Representative from WI

They plan to plant a small ornamental tree Amelanchier on the lawned area outside the Centre Café to celebrate the King's Coronation; it will have white flowers in spring and good autumn colours.

Representative from Halton Gardening Group

They are continuing to renovate the Memorial Garden though the winter has killed a number of plants. They have purchased a butterfly mosaic which will be placed below the gabion seat. Some river stones have been placed around pictorial map stand. They would like to better demarcate the wildflower area at the Centre to discourage people walking over the flowers around the nest swing with some willow fencing/hurdle, probably later in the year. They would like to update the Memorandum of Understanding.

Action: Clerk to add review of MoU to the May agenda

Representatives from Allotments

Described the spate of vandalism on the allotment mid-March; Police visited. Various allotment holders held a meeting to discuss possible options: fencing, signs indicating that the woods are private, prickly hedging, solar powered motion sensor cctv, trail cameras. They would like a temporary skip to help remove some of the resulting rubbish. There are grants available for anti-social behaviour which could help pay for some of these measures.

23/04/05 To consider and approve reports:

a) District Councillor Report

Nothing to report.

b) Open Spaces, allotments & burial ground

Open Spaces

Completed/In Progress

- Scarifying the Memorial Garden
- 4 local companies have been asked to quote for the boardwalk repairs.
- Removal of old gym equipment.
- **Action:** Clerk to organise the removal of the old gym equipment

Planned

- Replacing rotten edging to the nest swing area
- Ordering safety chippings for the nest swing area

Hours

- 73.5 hrs (excl. of holidays)

Open Spaces

- The bin on the link path has been vandalised and the side of the skate park shelter has been broken.
- Action:** Clerk to see if the hole in the bin can be repaired

Burial Ground

- Nothing to report.

Allotments

- All fees paid.

c) HCA

- Easter has been busy. Holidays, Activities and Food (HAF) event occurred. A youth meeting was held to see if there were any ideas for improving youth-related activities; some of these ideas will be explored.

d) Finance Report

Provisional Financial Statement for 2022-23

Financial Statement - 31st March 2023				Balance b/f 1st April 2022 15,754.60			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,280	Salary - Clerk	6,653	-	42,937	Precept	42,937	-
12,480	Salary - Groundstaff	14,985	-	1,020	Allotments	1,005	-
5,267	Public Works Loan	-	-	160	Rent	170	-
6,400	Grass Cutting	6,549	-	1,300	Burial Ground	1,339	-
150	Hedge Cutting	188	-	20	Bank Interest	192	-
540	Pest control	1,046	-	-	Damage	-	-
450	Play Inspection	520	-	-	General	18,794	-
4,600	Repairs & Renewals	3,551	-	-	Grants	4,730	-
380	Pitch Feed	375	-	-	Donations	4,795	-
1,000	Tree Works	4,300	-		VAT	3,699	-
450	Audit	408	-				
72	Bank Charges	73	-	45,437	TOTAL	77,661	-
200	Clerks Expenses	256	-				
950	HCA	238	-		CASHBOOK BALANCES	ACTUAL	Forecast
2,448	Insurance	1,962	-		Gross Receipts	93,415	93,415
655	Subs	659	-		Gross Payments	57,506	57,506
400	Training	-	-		CASHBOOK BALANCE	35,909	35,909
65	Water	98	-				
130	Website	135	-		BANK BALANCES 31/3/23)		
20	S137	20	-		Current a/c	58.10	
43,937	BUDGET TOTAL	42,013.97	-		Deposit a/c	35,850.96	
					BANK BALANCE	£35,909.06	
-	Assets	3,015	-				
-	Misc services	7,770	-		FUND BALANCES		
-	Recreational Area Improvements	408	-		General A/C	£16,299	
882	Emergency Response & Flood Gra	-	-		Village Improvement A/C	£16,610	
	VAT claimed	4,278			MUGA Sink Fund A/C	£3,000	
	VAT to be claimed	21			FUND TOTAL	£35,909	
44,819	GROSS TOTAL	57,506	57,506				

This includes the £16,000 Section 106 funds from Story Homes.

The provisional balance carried-forward to the new financial year is £35,909.06.

April Statement

Financial Statement - April 2023				Balance b/f 1st April 2023		35,909.06	
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,800	Salary - Clerk	607	-	47,399	Precept	47,399	-
15,600	Salary - Groundstaff	1,023	-	1,020	Allotments	-	-
5,600	Public Works Loan	-	-	160	Rent	-	-
6,400	Grass Cutting	2,130	-	1,300	Burial Ground	-	-
150	Hedge Cutting	-	-	100	Bank Interest	-	-
540	Pest Control	600	-	-	Damage	-	-
550	Play Inspection	-	-	-	General	-	-
4,600	Repairs & Renewals	696	-	-	Grants	-	-
380	Pitch Feed	-	-	-	Donations	-	-
2,000	Tree Works	-	-		VAT	-	-
145	Alarm Maintenance	-	-				
500	Audit	-	-				
72	Bank Charges	-	-	49,979	TOTAL	47,399	-
300	Clerks Expenses	-	-				
343	HCA	-	-		CASHBOOK BALANCES	ACTUAL	Forecast
2,179	Insurance	-	-		Gross Receipts	83,308	83,308
670	Subs	479	-		Gross Payments	7,955	7,955
400	Training	-	-		CASHBOOK BALANCE	75,353	75,353
100	Water	6	-				
130	Website	-	-		BANK BALANCES 31/3/23)		
20	S137	-	-		Current a/c	58.10	
48,479	BUDGET TOTAL	5,540.31	-		Deposit a/c	35,850.96	
					BANK BALANCE	£35,909.06	
-	Assets	-	-				
-	Misc services	1,750	-				
-	Recreational Area Improvements	-	-		FUND BALANCES		
882	Emergency Response & Flood Gra	-	-		General A/C	£54,243	
	VAT claimed	-	-		Village Improvement A/C	£16,610	
	VAT to be claimed	665	-		MUGA Sink Fund A/C	£4,500	
49,361	GROSS TOTAL	7,955	7,955		FUND TOTAL	£75,353	

It was resolved: to transfer £1,500 to the Muga Sink Fund

It was resolved: to accept the Finance Report to 12th April 2023

e) Planning

New Applications (Awaiting Decision)

- [23/00259/FUL](#) | Installation of 5 timber cabins and package treatment unit
 - Green Hill Farm Dunald Mill Lane Halton Lancaster Lancashire LA2 6PF
- [23/00367/VLA](#) | Variation of legal agreement application to amend plots 32 and 33 from shared ownership to affordable rent
 - Field At Grid Reference 350809 465524 High Road Halton Lancashire

Permitted

- [23/00215/FUL](#) | Demolition of existing garage, erection of two storey side extension and detached outbuilding
 - Stubb Hall Bungalow Scargill Road Halton Carnforth Lancashire LA6 1HF
- [23/00112/FUL](#) | Installation of solar panels to the south east (front) facing roof slope
 - 57 High Road Halton Lancaster Lancashire LA2 6PP
- [22/01163/FUL](#) | Erection of two-storey side extension and installation of front roller shutter
 - Halton Village Stores 157 High Road Halton Lancaster Lancashire LA2 6PY

Refused

- [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

No comments from the Parish Council.

23/04/06 To consider update on Castle Hill, including:

The project team had a meeting with the Lottery Fund Enabler; they have agreed to plan an archaeological dig mid-Sep and aim to complete the grant application as soon as possible. The Heritage Group and Parish Council will need to agree a formal partnership for the project.

Action: Clerk to add the review and approval of the partnership agreement to the next agenda.

a) Options for dealing with missing deed(s)

The Clerk is trying to locate deeds for all land owned by the council. Lancashire County Council Records Office have a few records, but no deeds. There was a substantial fire at Hornby Hall in 1946 where much material belonging to the Lunesdale Rural District Council was lost, followed by a fire at the Burial Ground office which may have also destroyed further documents.

Action: Clerk to investigate whether there are any Deeds of Dedication and find the list made by Bill Hosfield.

b) Renewal of the annual grazing agreement

It was resolved: to renew the annual grazing agreement up until 31st August.

23/04/07 To consider update from Neighbourhood Plan, including:

Action: Clerk to complete minutes from last Neighbourhood Plan Steering Group meeting.

a) Quote produce a supporting Landscape Report

The consultants have quoted £2,500 + vat for producing a report to support the Area of Separation, £4,500 + vat for producing a report to support the Area of Separation and Settlement Boundary and ~£7,000+vat for a full report.

It was resolved: if the Locality grants are renewed by the end of April then the full report will be commissioned, otherwise the minimum report for £2,500 + vat will be commissioned.

23/04/08 To consider update on the allotments, including:**a) Recent vandalism and possible mitigating measures**

There was significant vandalism to the allotments around 15-17th March, mainly closest the woods. Plot holders affected were encouraged to report it to the police, who subsequently visited. Various allotment holders and Cllr Sewell met to discuss the issues. Generally, the allotment holders preferred the idea of a fence along the boundary of the woods and possibly some sort of surveillance cameras.

It was resolved: to purchase some signs indicating that the woods are private.

It was resolved: to investigate grants that would help fund any improvements to the allotment security.

It was resolved: to investigate what planning permission (if any) is needed for fencing.

It was resolved: to hire a short-term skip for the allotments

b) Renewal of the annual pest control

It was resolved: to renew the annual pest control with Lancaster City Council for £600 + vat

23/04/09 To consider update on the Recreation Are improvements, including:

Action: Clerk to get copy of Grant Agreement.

a) Acknowledging receipt of the S106 money

The £16,000 Section 106 grant has been received from Lancaster City Council. This will need to be spent in accordance with the grant agreement.

b) Planning application for the ball fence

The Arboricultural Impact Assessment report has been completed to support the Planning Application for the ball fence.
It was resolved: to apply for Planning Permission for the ball fence.

23/04/10 To consider plans for the Coronation, including:

Precise times have yet to be confirmed for activities on Monday, 8th May 2023. The Big Help Out is likely to occur in the morning (e.g. 10-12) where residents are invited to help with litter picking or weeding around their vicinity. This will be followed by the Coronation Big Lunch at the Centre, where people are invited to bring along a picnic; there will be a bouncy castle and hopefully some children's activities organised by the scouts.

a) The WI planting a tree at the Centre

It was resolved: to approve the planting of a small ornamental tree along with a commemorative plaque on the lawned area outside the Centre Café by the WI.

23/04/11 To consider options for protecting Town End Farm field

It was resolved: to make an informal tender of £25,051 for the field if a successful grant application of £15,000 is approved by Halton Lune Trust.

23/04/12 To consider update on the local May elections

Lancaster City Council have confirmed that both Parish Council wards (West & East) are uncontested, so all current councillors will remain in position.

23/04/13 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
1	Water Plus	Burial Ground water supply	5.64	5.64	-
2	Envirocare	Grasscutting - March	815.76	679.80	135.96
3	Kirkwells Ltd	Neighbourhood Plan support	1,620.00	1,350.00	270.00
4	Complete Electrical And Property Solutions Ltd	Electrical works	834.62	695.52	139.10
5	HMRC	PAYE - NICs	25.12	25.12	-
6	Jon Oliver	Production of AIA for ball fence	400.00	400.00	-
7	Aughton PCC	Grass cutting & maintenance	1,450.00	1,450.00	-
8	LALC	Membership to NALC & LALC	479.31	479.31	-
9	Lancaster City Council	Pest control for 2023-24	720.00	600.00	120.00
10	L Mills	Salary	606.62	606.62	-
11	G Bretherton	Salary	263.30	263.30	-
12	C Richardson	Salary	415.00	415.00	-
13	P Bucklow	Salary	320.00	320.00	-
		TOTALS	£ 7,955.37	£ 7,290.31	£ 665.06

It was resolved: to approve the above expenditure.

23/04/14 To confirm the date of next Parish Council Meeting

The Annual Parish Meeting and Annual Meeting of the Parish Council will be arranged for 10th May 2023 starting 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