

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF ANNUAL PARISH COUNCIL MEETING  
Wednesday 10<sup>th</sup> May 2023 7:15pm @ The Centre, Halton**

**Chair:** Cllr Slinger  
**Present:** Cllr Coates, Cllr Turner, Cllr McAleer, Cllr Buntin, Cllr Sewell  
**Clerk:** Luke Mills

**23/05/01 To elect:**

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

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

**23/05/02 To receive apologies for absence and to approve the reasons given**

Cllr Lamb

**23/05/03 To consider and approve the minutes of the meeting held on 12<sup>th</sup> April 2023**

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

**23/05/04 To receive declarations of interests and dispensations**

Cllr Buntin declared an interest in item 23/05/16

**23/05/05 Suspension of Standing Orders**

Introductions were passed with Sarah McGowan who is one of the new District Councillors.

**23/05/06 To consider and approve reports:****a) District Councillor Report**

Nothing to report.

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

- Army camp path strimmed

Planned

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

Hours

- 101 hrs (excl. of holidays)

Open Spaces

- **Action:** Clerk to follow-up on replacement wood chip for the play area.

**Burial Ground**

- Nothing to report.

**Allotments**

- The Pest Control agreement was signed and returned to Unbugged. They did not respond to emails requesting an invoice, but a Direct Debit payment of £60 was subsequently taken. We signed a DD agreement last year but it was never used; whilst this is not a major problem, it is a little surprising that a DD agreement that is a year old with an old signature can become live.
- Woodchip is being dropped-off at the allotment site again and has included large chunks of tree that is not chipped. If this happens too frequently then it will become a problem.
- **Action:** Erect sign requesting no more woodchip to be dumped in the allotment paddock

## c) HCA

- Nothing further to report.

## d) Finance Report

HMRC have paid the VAT claim.

Financial Statement - May 2023				Balance b/f 1st April 2023	35,909.06		
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,800	Salary - Clerk	1,257	-	47,399	Precept	47,399	-
15,600	Salary - Groundstaff	2,229	-	1,020	Allotments	-	-
5,600	Public Works Loan	-	-	160	Rent	125	-
6,400	Grass Cutting	2,810	-	1,300	Burial Ground	-	-
150	Hedge Cutting	-	-	100	Bank Interest	-	-
540	Pest Control	100	-	-	Damage	-	-
550	Play Inspection	-	-	-	General	-	-
4,600	Repairs & Renewals	828	-	-	Grants	-	-
380	Pitch Feed	-	-	-	Donations	-	-
2,000	Tree Works	-	-		VAT	1,707	-
145	Alarm Maintenance	-	-				
500	Audit	-	-				
72	Bank Charges	-	-	49,979	<b>TOTAL</b>	<b>49,231</b>	-
300	Clerks Expenses	54	-				
343	HCA	-	-		<b>CASHBOOK BALANCES</b>	<b>ACTUAL</b>	<b>Forecast</b>
2,179	Insurance	-	-		Gross Receipts	85,140	85,140
670	Subs	479	-		Gross Payments	10,255	10,255
400	Training	-	-		<b>CASHBOOK BALANCE</b>	<b>74,885</b>	<b>74,885</b>
100	Water	11	-				
130	Website	-	-		<b>BANK BALANCES 30/4/23)</b>		
20	S137	-	-		Current a/c	712.73	
48,479	<b>BUDGET TOTAL</b>	<b>7,768.44</b>	-		Deposit a/c	77,006.47	
					<b>BANK BALANCE</b>	<b>£77,719.20</b>	
-	Assets	-	-				
-	Misc services	1,750	-		<b>FUND BALANCES</b>		
-	Recreational Area Improvements	-	-		General A/C	£53,787	
882	Emergency Response & Flood Gra	-	-		Village Improvement A/C	£16,610	
	VAT claimed	-	-		MUGA Sink Fund A/C	£4,500	
	VAT to be claimed	736	-		<b>FUND TOTAL</b>	<b>£74,897</b>	
49,361	<b>GROSS TOTAL</b>	<b>10,255</b>	10,255				

It was resolved: to accept the Finance Report to 10<sup>th</sup> May 2023

## e) Planning

## New Applications (Awaiting Decision)

- [23/00065/DIS](#) | Discharge of conditions 3,4,5 and 6 on approved application 22/00040/FUL
  - Land West Of 110 High Road Halton Lancashire
  - <Erection of a two storey detached office building next to surgery>
- [23/00394/FUL](#) | Erection of a single storey rear extension
  - 174 Low Road Halton Lancaster Lancashire LA2 6NX
- [23/00387/FUL](#) | Installation of an air source heat pump to the rear
  - 3 Littledale Mews Kellet Lane Slyne Lancaster Lancashire LA2 6BJ
- [23/00368/FUL](#) | Demolition of existing porch/garage conversion, erection of a two storey side/rear extension, construction of replacement dormer extension to the side, construction of chimney stack to the front and construction of raised patio
  - 54 Lythe Fell Avenue Halton Lancaster Lancashire LA2 6NL
- [23/00414/FUL](#) | Erection of 2 outdoor classrooms
  - Furnace Barn Foundry Lane Halton Lancaster Lancashire LA2 6LU

**Permitted**

- [22/01088/FUL](#) | Conversion of existing detached garage to annex living accommodation, installation of raised roof, construction of dormer extension to the east elevation, installation of glazed gable screen and juliet balcony, new windows and rooflights
  - Boat House Church Brow Halton Lancaster Lancashire LA2 6LR
- [22/01089/LB](#) | Listed building application for the installation of raised roof to existing detached garage, construction of dormer extension to the east elevation, installation of glazed gable screen and juliet balcony, new windows and rooflights
  - Boat House Church Brow Halton Lancaster Lancashire LA2 6LR

**Refused**

- [23/00259/FUL](#) | Installation of 5 timber cabins and package treatment unit
  - Green Hill Farm Dunald Mill Lane Halton Lancaster Lancashire LA2 6PF

No comments from the Parish Council.

**23/05/07 To appoint the following:**

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

**It was resolved:** to appoint the 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.

**23/05/08 To determine meeting dates for the next 12 months**

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

**23/05/09 To consider update on Castle Hill**

The grazing license has been renewed until the end of August.

The Heritage Group have applied for a Heritage Lottery Grant of £70k; the turnaround is around 8 weeks. The application covers a community dig during September, access improvements over autumn with an aim to opening it up in spring 2024. Historic England have permitted the digging of a trial hole. City Museum would be interested in any finds.

**23/05/10 To review and approve a Partnership Agreement with the Heritage Group**

A Partnership Agreement between the Heritage Group and Parish Council will need to be signed if the Lottery Grant is successful.

**23/05/11 To consider update on the Neighbourhood Plan:**

A final report grant will need to be completed shortly.

**Action:** Clerk to prompt members of the Neighbourhood Plan Steering Group for a meeting.

**23/05/12 To consider update on the allotment vandalism**

Various measures have been put in place to help deter vandalism and improve communications. No progress on fencing or grants.

**23/05/13 To consider update on the Recreation Are improvements, including:**

The Planning department confirmed that an elevation diagram would be necessary for a planning application. It is still unclear how to define the area of the "site".

**23/05/14 To review and approve the Memorandum of Understanding with the Gardening Group**

The existing agreement needs some minor amendments. The Gardening Group will need to agree the proposed draft which can then be brought back to the Parish Council.

**23/05/15 To consider update on Town End Farm field sale**

Offers from the Parish Council and South Lakes Housing were not successful. The successful bidder and any plans for the site remain unknown.

**23/05/16 To consider quote(s) for repairing the boardwalk**

Two quotes were received for repairing the boardwalk:

- Quote A: £6,084.44 + vat
- Quote B: £18,275.02 + vat

**It was resolved:** to accept Quote A for £6,084.44

**Action:** Clerk to check that the site will be left as per specification.

**23/05/17 To consider repainting the railings at Aughton**

**It was resolved:** to supply the paint & brushes.

**23/05/18 To consider content for the Prattle article**

**It was resolved:** to include the Town End Farm field sale, the WI Coronation tree and celebrations, local election results and allotment vandalism.

**23/05/19 To consider and approve accounts for payment for expenses incurred since the last meeting**

Ref	Payee	Description	TOTAL	NET	VAT
14	Water Plus (DD)	Burial Ground water supply	5.64	5.64	-
15	Envirocare	Grasscutting - April	815.76	679.80	135.96
16	Dennis Barnfield	Parts	9.20	7.67	1.53
17	Huws Gray	Cold tarmac	79.06	65.88	13.18
18	L Mills	Salary	783.47	763.14	20.33
19	G Bretherton	Salary	240.00	240.00	-
20	C Richardson	Salary	582.00	582.00	-
21	P Bucklow	Salary	384.00	384.00	-
22	Lancaster City Council (DD)	Pest control	60.00	50.00	10.00
<b>TOTALS</b>			<b>£ 2,959.13</b>	£ 2,778.13	£ 181.00

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

**23/05/20 To confirm the date of next Parish Council Meeting**

The next meeting of the Parish Council will be arranged for 14<sup>th</sup> June 2023 starting at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 20:50pm. Minutes subject to approval at the next meeting.

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