

**HALTON WITH AUGHTON PARISH COUNCIL****MEETING HELD ON WEDNESDAY 9TH APRIL 2014
AT THE CENTRE @ HALTON**

Present: Cllrs: Hepwood, Jackson, Jefferson, Sarney, Slinger, Williams and six members of the public.
Clerk: J W Ball
Chair: Cllr. Slinger in the absence of Cllr. Landles

Apologies for absence were received and accepted from Cllr. Landles.

14/04/1960 Approval of the Minutes of the Meeting held on 14th March 2014.

Members discussed a request from District Councillor Woodruff that the name of the individual included at 14/03/1941d) be removed from the minutes but agreed that the minutes remain unchanged.

It was resolved that: the minutes of the meeting held on 12th March 2014 be accepted as a true record and be signed by the Chair.

14/04/1961 Council

- a) Declaration of member's interests in Agenda Items – None.
- b) Change in declaration of member's interests - None

14/04/1962 Suspension of Standing Orders.

The chair welcomed six members of the public who were attending the meeting to discuss the application by Barratt Homes to build 14 homes on two plots of land adjacent to Mill Lane.

Councillor Sarney reported that the parish council generally supported the scheme put forward by the builders although an extension to the time allowed for formal submission of the planning application had been made and as yet consideration at a planning meeting had not taken place.

Support from the parish council for the scheme was dependant on:

- the footpath currently not shown on the application being added, to be maintained throughout either by themselves or the parish council and extended to the co-housing area (agreement from Barratt Homes already received)
- the footpath along the river bank owned by the Duchy of Lancaster to remain
- the existing grassed area and playground to be protected during building work

Councillor Sarney reported that Barratt Homes were currently discussing the adoption of Mill Lane with Lancashire County Council and were happy to work with other landowners involved to carry out the necessary work to bring Mill Lane up to the standard required for adoption. A section 33 agreement did not cover the work required.

The members of the public were pleased to note the action taken by the parish council in monitoring the application and laying down requirements for support, but asked that their concerns about choice of building materials to be used and possible damage to existing properties during building work be noted.

Councillor Sarney assured the meeting that he would continue to liaise with Barratt Homes and monitor ongoing developments. Councillors explained the parish council role in such matters and assured those

present that all would be done to achieve a satisfactory result, including if possible improvement of the area using the 106 provision.

Members agreed that a meeting of interested parties in the development be organised to monitor future progress.

The chair thanked the members of the public for their attendance.

14/04/1963 To consider and approve Reports

a) Clerks Report

The clerk reported that:

- to date no reply had been received from Barratt Homes concerning the damage to the ground near to the Mill Lane play area
- the caravans outside the burial ground in Foundry Lane had been reported to Lancashire County Council and legal eviction action had been agreed
- a meeting had been held with the Lancaster City Council Dog Warden to seek help in limiting dog fouling on the football pitch and that she explore possible signage available
- dog fouling stickers had been received from a private company for purchase at a cost of £15.00 plus £1.65 postage and VAT for 50 and £25.00 plus £2.15 postage and VAT for 100.
- Other items of information had been circulated to members as available.

The clerk was thanked for his report.

Members agreed that 100 stickers at a cost of £25.00 plus £2.15 postage and VAT be purchased for display around the parish.

b) Police Report

No report was available.

c) Planning Report and Planning

Councillor Sarney reported that the only new application concerned the felling of a tree at 1 Lune Park and there were no grounds for objection to the application.

The application by Barratt Homes for the construction of 14 houses had been dealt with as part of the public discussion under the suspension of standing orders. Councillor Jefferson suggested that as part of future discussions with the developer a request be made for help with the restoration and upgrading of the Mill Lane play area.

d) Finance Report – Responsible Finance Officer

Bwfd 12/03/2014	£ 14,277.41
Income	
Precept	£ 26,385.00
Burial Ground	£ 120.00
Rents – Castle Hill	£ 125.00
- Allotments	£ 22.00
Expenditure	
Cheques 000064-000074	£ 3,847.27
Balances as at 09/04/2014	£ 37,082.14
Made up of	
General a/c	£ 28,210.83
Village improvement	£ 6,901.73
Play Equipment	£ 1,969.58

It was resolved: to accept the Financial Report to 9th April 2014.

Councillor Slinger reported that following two letters and numerous phone calls to Mr & Mrs Woodruff of Lancaster she had a meeting regarding the £200 charge for repairs to the football shelter damaged by their son. An offer of 50% was made on the grounds that the Perspex was already damaged and their sons admission of guilt without malice should be taken into account.

It was resolved that: members would accept a payment of £100 in full and final settlement subject to the payment being made within 7 days.

Councillor Slinger was thanked for her report.

e) Open Spaces Report

Councillor Jefferson reported that a request had been received to install a suitable wheelchair access pathway to both ends of the football pitch. It was proposed to purchase the materials required and install the pathway using volunteer labour. Members requested that Councillor Jefferson provide costings for the materials required and construction proposals to the May meeting of the parish council. Councillor Jefferson agreed to look into the availability of disabled access grants.

Councillor Jefferson was thanked for his report.

f) Environmental Report

Councillor Sarney reported that the path past the Halton Camp still required litter picking and 30 tree whips were available for planting.

Councillor Sarney was thanked for his report.

g) Community Centre and Recreation Area Report

Cllr Jefferson reported that roofing and internal repairs to the community centre were likely to cost £25,000 and £22,000 respectively. The Grand Theatre experts had examined the main hall lighting requirements and costings were awaited. The allocation of litter picking time had been increased from 3 to 5 hours per week during the school holiday period. The supply of a defibrillator for the centre was under investigation with the cost to be covered by the football organisation, the centre and the parish council. The play equipment safety report had been received from Lancaster City Council and action required to be discussed and agreed by the clerk and Councillor Slinger. The centre continued to be busy and successful.

Councillor Jefferson was thanked for his report.

h) Communication Report

Councillor Landles was unable to attend the meeting and a report was not available.

14/04/1964 Repairs and Maintenance

The clerk reported that repairs to the netting forming the infant play area boundary had been completed. general maintenance, grass cutting and tidying work had been ongoing since the last meeting.

14/04/1965 Parish Council Vacancy

The clerk reported that the period for a petition from electors to hold an election to fill the casual vacancy had now elapsed and the parish council was now free to appoint a suitable person to fill the vacancy.

14/04/1966 Web Site Development and Additional Name

Members received a report on progress to date with the website now ready for new format. 75% reduction in website content to enable easier access could be achieved by removing duplication and general streamlining.

Members agreed to hold an informal meeting on Wednesday 23rd April 2014 to review and discuss proposals for the website.

14/04/1967 Purchase of Enviromulch and Sand for Play Area.

The clerk reported that Warton Parish Council had agreed to a joint order for enviromulch of 30m3 .Members agreed that the combined order be placed. The clerk was instructed to contact Kyle Oram prior to delivery of the enviromulch to request he rake the existing surface.

14/04/1968 Link Path

The clerk reported that he had been in contact with Joyce Beasley to seek guidance on the information already researched on ownership of the link path. Unfortunately most of the papers she held had been destroyed and a new approach via Lancashire County Council Solicitors would be needed. Councillors Jefferson and Slinger agreed to search records held in the Centre office prior to further contact with Lancashire County Council.

14/43/1969 Bus Shelter Sealing

The clerk was instructed to purchase two seats and fitting kits from Glasdon Limited at a cost of £265.00 plus VAT subject to clarification of any requirements on disabled access minimum floor areas.

14/04/1970 Mill Lane Playground

Councillor Slinger agreed to provide photographs of the Mill Lane Playground area held in parish council reports to enable the clerk to progress the matter with the Duchy of Lancaster.

14/04/1971 Halton Garden Safari - 2014

Proposals from the Garden Safari Committee were welcomed to hold an open garden event in the Parish on 5th and 6th July 2014 as a Parish Council event.

It was resolved that: members approved the event and authorized the £250 set up costs of staging the event.

14/04/1972 Parish Plan

Councillor Williams reported that she had updated the action plan and priorities. Members agreed to consider the plan and priorities, agree responsibilities and review at the next meeting of the parish council.

14/04/1973 Halton Hydro

Councillor Jefferson reported that building had started and a press release updating progress had been released. Angling interests had continued to express concern and were monitoring progress.

14/04/1974 Member Portfolios

The chair reported that the informal meeting to discuss and allocate future portfolios had been held and decisions made as follows:

Finance – Councillor Slinger

Environment and Landscape – Councillor Sarney

Planning – Councillor Sarney (temporary) – Councillor Hepwood to take eventual responsibility

Burial Ground and Allotments – Clerk

Communication – Councillor Landles (for time being) – Councillor Jackson to consider taking over

Play Area – to be combined with community – Councillor Jefferson

Parish Plan – Councillor Williams

Chair – further consideration required pending the proposed resignation of Councillor Landles.

Vice-Chair – Councillor Slinger

Open Spaces portfolio to be discontinued

Members agreed that the portfolio allocation and possible change of meeting night to Tuesdays be confirmed at the Annual General Meeting to be held on 14th May 2014.

14/04/1975 Mower Parts Purchase

Members agreed that a mulcher be purchased for the mower at a cost of £220 plus VAT.

14/04/1976 Headstones – Burial Ground

The clerk was instructed to identify those headstones thought to be dangerous and consult a monumental mason for advice. Efforts to be made to identify relatives of the deceased to seek payment for the work required.

14/04/1977 Recruitment of Part Time Grounds Maintenance Person

The chair reported that a self employed person had expressed interest in the 8 hours per week allocated to the job but members agreed that further efforts be made to recruit a suitable person. The clerk was instructed to contact Myerscough College to ascertain if suitable students were available for and interested in such work. Councillor Sarney reported that he was aware of a suitable person who may be available and interested in the work and he would make further enquiries.

14/04/1978 Review of Standing Orders

It was resolved that: The Standing Orders having been reviewed by members and found to be adequate be adopted for use during the 2014/2015 financial year.

14/04/1979 Review of Financial Regulations

It was resolved that: The Financial Regulations having been reviewed by members and found to be adequate, be adopted for use during the 2014/2015 financial year.

14/04/1980 Review of Risk Assessment

It was resolved that: The Risk Assessment procedure having been reviewed by members and found to be adequate, be adopted for use during the 2014/2015 financial year.

14/04/1981 Accounts for Payment

000064	C Slinger - expenses	£ 18.99
000065	Castle Windows Ltd	£ 468.00
000066	S O'Brien (website hosting)	£ 144.00
000067	Fields in Trust Annual Subscription	£ 25.00
000068	United Utilities – burial ground water rates	£ 14.94
000069	LALC Annual Subscription	£ 353.62
000070	Adrian Jones – Web site	£ 360.00
000071	J Ball – Salary	£ 197.80
000072	K Oram – Salary	£ 308.92
000073	Aughton PCC – Contribution towards grass cutting	£ 600.00
000074	Giffords Recycling Limited	<u>£1,356.00</u>
	TOTAL	£3,847.27

It was resolved that: the above payments be approved and the cheques duly signed.

14/04/1982 Date of Future Meetings

Members agreed that the next meeting of the parish council which would incorporate the Annual General Meeting and Annual Parish Meeting would be arranged for Wednesday 14th May 2014 at 7:15pm at The Centre @ Halton

There being no further business the Chair declared the meeting closed at 9.40pm.

Signed..... Chair Date

Minutes subject to approval at the next meeting.