



HALTON WITH AUGHTON PARISH COUNCIL

MEETING HELD ON WEDNESDAY 12TH OCTOBER 2016 AT THE CENTRE @ HALTON

Chair: Cllr Carol Slinger
Present: Cllrs: Brian Jefferson, Karen Gibson, Barbara Duffy, Bob Bauld, County Cllr Susie Charles
Clerk: Luke Mills

16/10/2407 Apologies for absence:

City Cllr. Paul Woodruff

16/10/2408 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 14th September 2016 be accepted as a true record and signed by the Chair.

16/10/2409 Council

- a) Declaration of member's interests in Agenda Items – Cllr Bob Bauld declared an interest in a planning item 16/01170/LB
- b) Change in declaration of member's interests – None

16/10/2410 Suspension of Standing Orders

County Cllr Susie Charles brought responses from County Highways to various questions and issues raised by the Parish Council regarding the upkeep of roads and paths.

Question: Do Highways have a schedule for cleaning gullies, or do blocked gullies need to be reported.

Answer: All gullies are currently cleaned on a yearly cycle based on priority routes across the district, however we advise residents to report specific problematic or blocked gullies as they arise so we can address them.

Question: The verges on the edge of the village are unkempt, do Highways still maintain them?

Answer: Highways verges are cut under a county council specification by Lancaster City Council 'Contract Services' as part of a public realm agreement. Issues related to Highways verges should be referred to Lancaster City Council, however please be advised that our current Service Offer is to only cut verges that are causing a safety concern to highway users and not for aesthetic purposes only. The removal of rubbish should also be referred to Lancaster City Council and the local cleansing authority.

Question: Does weed spraying still occur, since there has been an increase in weeds in the area?

Answer: The County Council do not undertake cyclic weed spraying and instead react to complaints or problem areas where there are safety or structural problems with weeds. Weed growth this year has been exceptional and weed spraying is occurring prior to winter and will be continued as part of the Public Realm Agreement, by Lancaster City Council.

Question: Are Highways still maintaining public rights of way?

Answer: If you can provide specific locations of any issues, Highways will raise this matter with the Public Rights of Way section of Lancashire County Council.

Question: Are there any plans to resurface any roads, particularly Church Brow?

Answer: There are plans to address the carriageway deterioration along Low Road, Halton roundabout and Church Brow and an application for funding has been lodged with the county council's Asset Management team. As plans develop please be assured that affected parties within the areas of the work will be contacted.

The Parish Council discussed some of the issues with Cllr Charles. Cllr Jefferson raised the possibility of the Parish Council taking over some of the responsibilities, such as weed spraying or cutting verges.

Question: How can the traffic be managed and calmed within the village?

Answer: Although not part of the remit of the Highways (as there is a separate Heysham Link Road team), it is our understanding that traffic modelling will be completed following the opening of the M6 link road and at this point traffic movement / speeds can be assessed.

Cllr Bauld highlighted that there have been 2 vehicle fatalities in the last year.

It was resolved: that the Parish Clerk will forward a proposed traffic calming plan to Cllr Susie Charles who can take it up with County Highways.

It was resolved: that the Parish Clerk write to Cllr. Susie Charles to formally offer that the Parish Council take over some of the responsibilities (weed spraying, maintenance of some verges), so that she can forward onto the relevant department.

16/10/2411 To consider and approve reports

a) Open Spaces Report

The Parish Clerk reported that the formal quote for play surfacing is higher than the original phone quote. The revised amount is £850 + vat from Giffords. Further quotes were sought but these all came in higher (£1,035 + vat from M&B Surfaces, £1,240 + vat from CPA Horticulture).

It was resolved: that the Enviromulch will be purchased at the cost of £850 + vat.

The Parish Clerk reported that quotes for grass cutting around the village will be sought. There was discussion of the quality of grass cutting on St Wilfrid's Park and the Burial Ground. It was felt that recent cuts have been of poor quality.

Cllr Jefferson proposed that Lancaster City Council should cut St Wilfrid's Park.

It was resolved: that the Parish Clerk will raise the issue of poor grass cutting with Envirocare.

It was resolved: that the Parish Clerk will ask LCC to cut St Wilfrid's Park.

It was resolved: that the Parish Clerk will gather more grass cutting quotes.

It was resolved: that the Parish Clerk will ask the groundsmen to cut back the vegetation next to the old School House on Quarry Hill

Cllr Jefferson proposed an extension to the north side of the play area that could be considered for next year.

Cllr Slinger reported that a contractor has been spraying weeds around the village.

b) HCA Report

Cllr Jefferson reported that there has been quite a bit of expenditure recently so the bank balance is a little low but in general the Centre is running well. There is currently still an issue with hot water usage.

c) Finance Report

Brought Forward		£35,617.70
Income		
	Burial Ground	£200.00
Expenditure		
	Cheques	£1,980.06
	Adjustment for error in recording of payment #11 on 11/5/16	£43.20
Carried Forward		£ 33,794.44
made up of:		
	General Account	£16,423.13
	Village Improvement Account	£15,401.73
	Play Equipment	£1,969.58

Expenditure is in broadly in accordance with budget so far this financial year. Groundsmen hours are 13hrs over-budget.

It was resolved: that the Parish Clerk will re-send the Finance Report.

It was resolved: to accept the Finance Report to 12th October 2016.

d) Allotments

Cllr Gibson reported that the new waste area is working well on the council plot.

e) Burial Ground

Nothing to report.

f) Planning**New Applications**

- Listed building application for works to facilitate the conversion of storage room into ancillary living accommodation including alteration of door to the rear elevation and replacement rooflight and windows
 - Red Door Church Brow Halton Lancashire
 - Ref. No: 16/01170/LB | Status: Awaiting decision
- Agricultural determination for an access track
 - Middle Highfield Aughton Road Aughton Lancaster Lancashire LA2 6PQ
 - Ref. No: 16/01132/AD | Status: Awaiting decision
- Retrospective application for retention of hard standing
 - Middle Highfield Aughton Road Aughton Lancaster Lancashire LA2 6PQ
 - Ref. No: 16/01133/FUL | Status: Awaiting decision
- Felling of a pine tree
 - Far Carus Halton Road Halton Lancaster Lancashire LA2 6BL
 - Ref. No: 16/0127/TPO | Status: Awaiting decision
- Change of use of offices (B1) to two dwellings (C3)
 - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU
 - Ref. No: 16/00947/CU | Status: Awaiting decision
- Erection of an outbuilding to form a gym and erection of a retaining wall
 - Whitegates Halton Road Halton Lancaster Lancashire LA2 6BN
 - Ref. No: 16/00889/FUL | Status: Awaiting decision

Decisions

- Listed building application for the partial demolition of existing stone boundary wall

- Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
- Ref. No: 16/00993/LB | Status: Permitted
- Installation of a raised replacement roof to create first floor accommodation, construction of a balcony to the rear elevation and removal of two chimney stacks
 - Church View Church Brow Halton Lancaster Lancashire LA2 6LR
 - Ref. No: 16/00933/FUL | Status: Refused
- Change of use of agricultural land to parking area for 6 spaces
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 16/00939/CU | Status: Permitted
- Installation of a black insulated metal flue for a multi fuel stove and window to the rear elevation
 - 1 The Old School High Road Halton Lancaster Lancashire LA2 6LN
 - Ref. No: 16/00922/FUL | Status: Permitted
- Erection of a garage below ground level
 - Stubb Hall Barn Scargill Road Halton Carnforth Lancashire LA6 1HF
 - Ref. No: 16/00577/FUL | Status: Permitted
- Thin and lift the canopy of a mature oak tree by 30%
 - 9 Waltham Court Halton Lancaster Lancashire LA2 6QY
 - Ref. No: 16/0090/TPO | Status: Permitted

It was resolved: that a letter of support be sent for application 16/01170/LB

The Council raised no objections or comments.

16/10/2412 Lancaster District Local Plan

There was discussion of the recent letter from Lancaster City Council which encourages views from Parish Councils on forthcoming infrastructure plan.

It was resolved: that Parish Clerk requests further information from City Council on the plan to enable the Parish Council to respond appropriately.

It was resolved: that the Parish Council considers potential infrastructure requirements before the next meeting.

16/10/2413 Speed indicator display signs

Cllr Bauld reported that the criteria for siting the signs are quite strict and there are only a few sites that would be suitable. There was discussion of what possibilities there are. The rough cost is £2500 plus £50-£60 for each bracket.

It was resolved: that a village map will be brought to the next meeting and possible sites selected.

It was resolved: that the Parish Clerk distributes the information on the speed signs.

16/10/2414 Marking of the December 2015 flood levels on prominent buildings or structures

There was discussion of where to site signs that indicate flood levels. The bridge and hydro building were proposed as good candidates.

It was resolved: that Cllr Slinger will investigate what markings currently exist and where and bring back a proposal to the next meeting.

16/10/2415 Playgrounds

- a) Review of playground inspection report

The annual RoSPA playground inspection report and safety report from Lancaster City Council were reviewed.

It was resolved: that Parish Clerk will source new bolt for the Air Walker.

It was resolved: that Parish Clerk will ask Groundsmen to jet wash and grease the Navigator.

It was resolved: that Parish Clerk will ask Enviroplay to rectify the see-saw.

It was resolved: that Parish Clerk will repair the shelters only when necessary.

It was resolved: that Parish Clerk will ask the Groundsmen to grease the swings next to the allotments.

b) St Wilfrid's Park

The group swings are rotting in places and need substantial work to repair. The Parish Council discussed the option of replacing them, but deemed that the cost would be too high.

It was resolved: that the Parish Clerk will ask LCC to repair the group swings.

16/10/2416 Memorial Bus Shelter seating and repairs

A resident has asked whether the memorial bus shelter can be improved.

It was resolved: that the Parish Clerk will investigate the purchase of a bench.

It was resolved: that the Parish Clerk will investigate painting the inside of the bus shelter.

16/10/2417 Preparations for Remembrance Sunday

The Parish Clerk reported that a wreath has been ordered.

16/10/2418 Review actions required for Employee Pension Scheme

The Parish Clerk reported that after reviewing the requirements of the new pension regulations, the Parish Council, as an employer, is not obliged to provide pensions to the employees of the council because no employee currently earns more than £833 per month. The Parish Clerk will write to all employees in February 2017 using the template provided the Pensions Regulator and then formally acknowledge this action to Pensions Regulator.

16/10/2419 Review and approve Effectiveness of Internal Control

It was resolved: that the Internal Controls having been reviewed by members and found to be adequate and will be adopted for use during this year.

16/10/2420 To approve accounts for payment for expenses incurred since the last meeting

Cheque	Payee	Description	Gross
316	Envirocare	Grass cutting - Sep	408.00
317	Enviroplay Ltd	Annual inspection	321.60
318	Dennis Barnfield Ltd	Parts and labour	52.44
319	Luke Mills	Salary - Sep	400.80
320	Garry Bretherton	Salary - Sep	247.50
321	Carl Richardson	Salary - Sep	358.88
322	Kyle Oram	Salary - Sep	79.58
323	HMRC	PAYE - Months 4-6 (Jul-Sep)	98.40
324	United Utilities	Burial Ground Water rates	12.86
		TOTAL	£1,980.06

It was resolved: to Parish Clerk to produce a revised set of Financial Regulations.

It was resolved: to approve the above expenditure and the cheques duly signed.

16/10/2421 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 9th November 2016 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 21:15pm.

Signed..... Chair Date

Minutes subject to approval at the next meeting.