



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING Wednesday 8<sup>th</sup> November 2017 7:15pm at The Centre @ Halton

**Chair:** Cllr Carol Slinger  
**Present:** Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Chris Coates, Cllr Karen Gibson, Cllr Kevin Frea, Anne Lamb  
**Clerk:** Luke Mills

**17/11/2584 Apologies for absence:**  
None

**17/11/2585 Approval of Minutes of previous meeting**  
**It was resolved:** that the minutes of the meeting held on 11<sup>th</sup> October 2017 be accepted as a true record and signed by the Chair:

**17/11/2586 Council**  
 a) Declaration of member's interests in Agenda Items – None  
 b) Change in declaration of member's interests – None

**17/11/2587 Suspension of Standing Orders**  
Nothing to report.

**17/11/2588 To consider and approve reports**  
 a) **Open Spaces Report**  
 Parish Clerk reported the following:

#### Tasks Completed

- General: Grass cutting, leaf clearance, tool maintenance
- Play Inspection Actions: Mulch raked back under nest swing, boardwalk gate fixed, concrete around post covered
- HCA: MUGA power-washed to make it less slippy
- HCA: Decking power-washed, new sign erected
- War Memorial: Waste clippings removed
- St Wilfrid's Park: 4 swings re-hung.
- Foundry Lane: Large fallen branch blocking footpath cut-up and removed
- Allotments: Communal composting area built on council plot

#### Tasks in Progress

- Quarry Road: Repair of bench
- HCA: Boxing around the gas meter – should happen soon.
- Allotments: Repairing the fence

#### Tasks Outstanding

- Play Inspection Actions: Boardwalk repairs, skate park repairs
- Allotments: Try and reinstate path along the Manor House wall, north of the main path.
- Link Path: Clearance of brambles & overgrowth

#### Budget

- 112 hours, incl. holiday in October
- Overall, more or less on target: £54 under-budget to date.

The Parish Clerk reported that a resident of St. Wilfrid's Park has asked for permission to install nets on the goal posts and to mark goal areas.

**It was resolved:** that Jeanette Morgan be given authority to put nets onto the St Wilfrid's Park goal and to paint lines around the goals.

**It was resolved:** that Cllr Jefferson will speak to Maverick about repairing the skate park bowl, since the cracks may need specialist treatment.

**It was resolved:** that the Parish Clerk contact County Council about the Crook O'Lune maintenance.

#### b) HCA Report

Cllr Jefferson reported that events are going well. There are several planned including a Beer Mailing Event and a regular Strictly Come Dancing event.

Cllr Slinger reported that there have been less anti-social behaviour issues at The Centre recently.

#### c) Finance Report

The Parish Clerk reported that:

- £2,490.96 of VAT has been refunded and HCA donated £2,500.
- Current estimates indicate a final year balance of approx. £5,700, excluding donations for the War Memorial restoration
- The balance brought forward at the beginning of the year was £8,895, hence approx. £3,200 of reserves will have been spent this year.

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	TOTALS
B/fwd 11/10/2017	1,328.67	10,395.76	11,724.43
			-
<b>INCOME</b>			-
Donation from HCA	2,500.00		2,500.00
HMRC VAT refund	2,490.96		2,490.96
Bank Interest	3.04		3.04
			-
			-
<b>TOTAL INCOME</b>	<b>4,994.00</b>	-	<b>4,994.00</b>
			-
<b>Expenditure</b>			-
Payments	3,789.91		3,789.91
			-
<b>TOTAL EXPENDITURE</b>	<b>3,789.91</b>	-	<b>3,789.91</b>
<b>Balance as at 8/11/2017</b>	<b>2,532.76</b>	<b>10,395.76</b>	<b>12,928.52</b>

**It was resolved:** that the Parish Clerk itemises the Miscellaneous spending so that it is clear what the money has been spent on.

**It was resolved:** to accept the Finance Report to 8<sup>th</sup> November 2017.

#### d) Allotments

Cllr Gibson reported that the local PCSO has agreed to come and provide some security advice following the arson incidents.

A group of allotment holders held a meeting after the recent arson and discussed setting up an allotment association.

**It was resolved:** that the Parish Clerk looks into the costs of repairing the track from Low Road onto the allotment area.

**It was resolved:** that the Parish Clerk organises a skip so that the remains of the burnt sheds can be removed.

**e) Burial Ground**

The Parish Clerk reported that the Gardening Club have requested that the fallen leaves be removed from around the flower beds, some overhanging tree branches be pruned to let a little more light and that the paving slabs be cleaned since they have become slippery.

**It was resolved:** that the Parish Clerk asks the groundsmen to remove the leaves, trim some of the smaller branches and power-wash the paving.

**f) Planning**

**New Applications**

- Discharge of condition 3 on approved application 17/00709/LB
  - The Beeches Aughton Brow Aughton Lancaster Lancashire LA2 8LU
  - Ref. No: 17/00176/DIS

**Decisions**

- Crown raise, reduce and rebalance the canopy of a mature tulip tree
  - 33 High Road Halton Lancaster Lancashire LA2 6LX
  - Ref. No: 17/0139/TCA | Status: Permitted
- Discharge of condition 16 on approved application 14/00200/FUL
  - Halton Mill Mill Lane Halton Lancashire LA2 6ND
  - Ref. No: 17/00153/DIS | Status: Permitted
- Discharge of condition 15 on approved application 14/01108/FUL
  - Halton Mill Mill Lane Halton Lancashire LA2 6ND
  - Ref. No: 17/00152/DIS | Status: Permitted

No objections were raised.

Cllr Jefferson noted that the City Council website is being upgraded so will be unavailable 23rd November until 09:00 on Tuesday 5th December.

Cllr Jefferson highlighted that the planning application for the tree works at the Centre does not appear to have been registered on the City Council website.

**It was resolved:** that Cllr Jefferson will contact Planning to ensure that the tree works planning application is properly registered and available.

**17/11/2589 Neighbourhood Plan**

Cllr Frea reported that he is planning to produce a Neighbourhood Plan by November 2018. A grant is available of up to £6,000, but must be spent by the end of March which will be challenging. There will be a public meeting about this on soon where those who would be interested in helping would be very welcome.

Cllr Frea has spoken to the Planning Dept at City Council and they have indicated that no land has to be allocated for new housing in this plan.

**It was resolved:** that the Parish Clerk schedule "Neighbourhood Plan Report" for regular discussion.

**It was resolved:** that the Parish Clerk schedule "District Councillor Report" for regular discussion prior to suspension of standing orders.

**17/11/2590 Precept Preparation**

a) Capital expenditure planning

There was discussion of ideas for capital expenditure including:

- Grounds maintenance equipment
- New play equipment for St Wilfrid's Park & Schoolhouse Lane
- Ground improvements for the football pitch and around the play area

**It was resolved:** that the Parish Clerk distributes the current Burial Ground fees and all fees will be reviewed in December.

## b) Fee/Rent Reviews (Allotments, Burial Ground, Castle Hill)

**It was resolved:** that the Parish Clerk distributes the current Burial Ground fees so that all fees can be reviewed in December.

## c) Training Requirements (Councillors, clerk, groundsmen)

**It was resolved:** that the Parish Clerk budgets for 1-2 weedspraying courses.

**It was resolved:** that the Parish Clerk budgets for 2-3 chainsaw courses.

**It was resolved:** that Cllr Jefferson will speak to County Cllr Susie Charles about parish matters.

## d) Consideration of new Public Works Loan

The Parish Clerk reported that additional loans are available using an agreed process.

**It was resolved:** that the Parish Clerk contacts the Public Works Loan Board to discuss how the current loan can be converted into a new ten year term with additional borrowing.

**17/11/2591 Terms for new Grounds Person contract**

Nothing to report – rescheduled for the next meeting.

**17/11/2592 War Memorial Restoration**

The Parish Clerk reported that:

- The Grant Contract has been completed and returned. The War Memorial Trust has acknowledged receipt.
- Current donations: £1,350

**It was resolved:** that the Remembrance Service should be updated in time for the service next year.

**17/11/2593 Recreation Area boundary improvements**

Cllr Jefferson reported that there will be a **Volunteer Weekend at the Centre on 18<sup>th</sup> & 19<sup>th</sup> November 10am – 3pm** to help prune and replant the living willow in the children's play area, cutback the overgrowth and brambles on the edge of football field and complete some of the planting around the outside areas.

**17/11/2594 Co-opting new councillor(s)**

Anne Lamb was proposed by Cllr Slinger and seconded by Cllr Jefferson.

**It was resolved:** that Anne Lamb was unanimously co-opted as the 7th Parish Councillor and duly signed the Declaration of Acceptance of Office.

**17/11/2595 To approve accounts for payment for expenses incurred since the last meeting**

Payee	Description	Gross
Envirocare	Grass cutting - Oct	<b>288.00</b>
Lancaster City Council	Grass cutting - St Wilfrid's Park	<b>1680.00</b>
Dennis Barnfield	Fuel	<b>34.81</b>
Water Plus	Burial Ground water charges (May-Sep)	<b>15.33</b>
Kath Bryne	Plants and compost	<b>17.97</b>
Carol Slinger	Purchasing of Gas Meter Housing	<b>416.78</b>
Luke Mills	Salary for Oct + expenses	<b>447.43</b>
Kyle Oram	Salary for Oct	<b>17.22</b>
Garry Bretherton	Salary for Oct + expenses	<b>322.83</b>
Carl Richardson	Salary for Oct + expenses	<b>549.54</b>
	<b>TOTALS</b>	<b>£ 3,789.91</b>

**It was resolved:** to approve the above expenditure and the payments signed-off.

**17/11/2596 Date of Next Meeting**

The next meeting of the Parish Council be arranged for Wednesday 13<sup>th</sup> December 2017 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 9:15pm.

Signed..... Chair      Date .....

Minutes subject to approval at the next meeting.