



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING Wednesday 9th May 2018 7:45pm at The Centre @ Halton

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

18/05/2677 Election of a Chair for the next 12 months and to receive the declaration of office

Cllr Jefferson thanked Cllr Slinger for all her work over the years and proposed that she remained Chair, which was unanimously accepted.

It was resolved: that Cllr Slinger be elected as Chair for the next 12 months and duly signed the Declaration of Acceptance of Office.

18/05/2678 Election of a Vice-Chair for the next 12 months

Cllr Bateson offered to become Vice-Chair and this was unanimously accepted.

It was resolved: that Cllr Bateson be elected as Vice-Chair for the next 12 months and duly signed the Declaration of Acceptance of Office.

18/05/2679 Appointment of Parish Councillors and receive declarations of office

Nothing to report.

18/05/2680 Apologies for absence

Cllr Anne Lamb

18/05/2681 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 11th April 2018 be accepted as a true record and signed by the Chair.

18/05/2682 Council

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

18/05/2683 Suspension of Standing Orders

Nothing to report.

18/05/2684 To consider and approve reports:

a) Open Spaces Report

Completed

- Training: Carl & Chris are now certified in the use of Pesticides

In Progress

- Play Inspection: Rectifying high-medium risk items

Hours

- 97 incl. holiday.

General

The Parish Clerk reported that:

- Additional PPE clothing was required for the Pesticide certification, so there is sufficient for all 3 groundsmen.
- A set of small traffic cones and reusable warning tape has been purchased to ensure that working areas can be cordoned off from the public.

Cllr Jefferson that there has been some fly tipping near the motorway bridge.

It was resolved: that the Parish Clerk asks County/Public Realms if they are going to do any more spraying.

It was resolved: that the Parish Clerk checks the state of the gates on Castle Hill.

b) HCA Report

Cllr Jefferson reported that everything is generally running well.

c) Finance Report

The Parish Clerk reported that as a result of the preparation of the end of year accounts the following changes to the Finance Report from April need to be noted:

- Extra expenditure: £0.02, due to rounding errors over the course of the year
- Inclusion of receipt: £2,089.27 for the HMRC VAT claim (which has just been received)
- Revised balances as of 31st March 2018:
 - Current A/C: £66.47
 - Village Improvement A/C: £8,785.03
 - Total: **£8,851.50**
- Revised balances as of 11th April 2018:
 - Current A/C: £33,037.66
 - Village Improvement A/C: £8,785.08
 - Total: **£41,822.69**

It was resolved: to transfer the VAT refund of £2,089.27 to the Village Improvement a/c from the General a/c for the ye 31st March 2018.

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	TOTALS
B/fwd 11/4/2018	33,037.66	8,785.03	41,822.69
INCOME			-
Rent	131.00		131.00
Burial Ground	61.00		61.00
TOTAL INCOME	192.00	-	192.00
Expenditure			-
Payments	5,106.62		5,106.62
TOTAL EXPENDITURE	5,106.62	-	5,106.62
Balance as at 9/5/2018	28,123.04	8,785.03	36,908.07

It was resolved: to accept the Finance Report to 9th May 2018.

d) Allotments

Cllr Gibson reported that the 2 tenants who had sheds burnt down have had them replaced. Sadly, one ex-plot holder passed away recently. The Parish Clerk reported that the gate post has failed, so 2 new gate posts have been purchased along with a bulk bag of gravel to fill in the holes in the drive. A request has been received for the Parish Council to provide another skip

It was resolved: that the Parish Council will not normally hire skips, since there is an expectation that tenants should deal with their own refuse.

e) Burial Ground

Nothing to report.

f) Planning

Cllr Jefferson sent in a response on behalf of the Parish Council to the planning application for the new home behind Riverside Close.

New Applications

- [Ash \(T1\) - Fell due to stem leaning \(increasingly\) towards house. Evidence of lifting root plate.](#)
 - 1 The Gardens Halton Lancaster Lancashire LA2 6RE
 - Ref. No: 18/0065/TCA
- [Erection of a single storey rear extension](#)
 - 6 The Gardens Halton Lancaster Lancashire LA2 6RE
 - Ref. No: 18/00395/FUL
- [Erection of a two storey side and rear extension and raising the height of the existing outrigger to the rear elevation](#)
 - 1 Halton Green Cottage Low Road Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 18/00375/FUL
- [Change of use of agricultural land to land in association with the village Hall \(D1\) to create an external recreational space and an extension to the existing car park](#)
 - Recreation Hall Aughton Road Aughton Lancaster Lancashire LA2 8LU
 - Ref. No: 17/01320/FUL

Decisions

- [Eucalyptus \(T1\) reduce and re-balance the canopy , pruning not exceeding 25% of the overall live crown mass.](#)
 - 1 The Old School High Road Halton Lancaster Lancashire LA2 6LN
 - Ref. No: 18/0059/TCA | Status: Permitted
- [Discharge of conditions 3 and 4 on approved application 17/01573/LB](#)
 - Red Door Cafe And Gallery Red Door Church Brow Halton Lancaster Lancashire LA2 6LS
 - Ref. No: 18/00046/DIS | Status: Permitted
- [Erection of a conservatory to the side elevation](#)
 - 28 Oak Drive Halton Lancaster Lancashire LA2 6QL
 - Ref. No: 18/00307/FUL | Received: Mon 12 Mar 2018 | Validated: Thu 29 Mar 2018 | Status: Permitted
- [Erection of an agricultural storage building](#)
 - Green Hill House Farm Dunald Mill Lane Nether Kellet Carnforth Lancashire LA2 6PF
 - Ref. No: 18/00290/AD | Status: Prior Approval Not Required
- [Non-material amendment application to planning permission 17/01416/FUL to relocate the flue](#)
 - Mulberry Manor Low Road Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 18/00281/NMA | Status: Permitted
- [To clear bushes and brambles, including elder, willow, alder. Only trees with a stem diameter measuring 2.5 inches or less will be coppiced. Works will be limited to vegetation immediately adjacent to the northern bank of the river.](#)
 - Halton Mill Mill Lane Halton Lancashire LA2 6ND
 - Ref. No: 18/0049/TPO | Status: Permitted
- [Reserved matters application for the erection of 76 dwellings with associated landscaping](#)
 - Land Between Low Road And Forge Lane Halton Lancashire
 - Ref. No: 17/00959/REM | Status: Permitted

The Parish Clerk reported that the letter to the head of Planning is not yet drafted but will progress as soon as possible.

Cllr Frea reported that the four houses built in The Gardens have apparently been built without SUDS, so the Planning Department are likely to be taking enforcement action soon.

It was resolved: Cllr Jefferson will look further into the application 18/00375/FUL

g) Neighbourhood Plan Report

Cllr Frea reported that the report is still being reviewed and updated, but that progress has been a little slow.

18/05/2685 Appointment of representatives for the following organisations:

a) Burton & Rigby Educational Foundation

Cllr Duffy & Cllr Slinger agreed to be re-appointed as representatives.

It was resolved: that Cllr Duffy & Cllr Slinger will represent the Parish Council on the Burton & Rigby Educational Foundation for the next 12 months.

b) Halton Community Association (HCA)

Cllr Duffy & Cllr Jefferson agreed to be re-appointed as representatives.

It was resolved: that Cllr Duffy & Cllr Jefferson will represent the Parish Council on the Burton & Rigby Educational Foundation for the next 12 months.

18/05/2686 Appointment of the Responsible Finance Officer (RFO)

It was resolved: to re-appoint the Parish Clerk (Luke Mills) to the role of Responsible Finance Officer for the next 12 months.

18/05/2687 To consider, approve and authorise the Chair and RFO to sign Section 1 (Annual Governance Statement) of the Annual Governance and Accountability Return 2017/18

It was resolved: that section 1 of the Annual Return for year ending 31 March 2018 be approved and the Chair and RFO sign Section 1 (Annual Governance Statement).

18/05/2688 To consider, approve and authorise the Chair and RFO to sign Section 2 (Accounting Statements) of the Annual Governance and Accountability Return 2017/18

It was resolved: to accept the accounts for year ending 31 March 2018 and the Chair and RFO sign Section 2 (Accounting Statements).

Halton with Aughton Parish Council Annual Return 2017/18 Section 2	Year Ending 31 March 2017 £	Year Ending 31 March 2018 £
1. Balances b/f	16,671	8,896
2. (+) Precept or Rates and Levies	28,096	31,340
3. (+) Total other receipts	18,367	17,321
4. (-) Staff costs	15,274	13,604
5. (-) Loan interest/capital repayments	4,138	4,138
6. (-) All other payments	34,826	30,963
7. (=) Balances carried forward	8,896	8,852
8. Total value of cash and short term investments	8,896	8,852
9. Total fixed assets plus long term investments and assets	549,368	551,102
10. Total borrowings	9,935	6,041

18/05/2689 Determine meeting dates for the next 12 months

It was resolved: that meetings will be held monthly at 7:15pm on the 2nd Wednesday of the month except for August.

18/05/2690 Public Works Loan

Cllr Jefferson reported that a full business case is required for the application of a PWLB. Cllr Jefferson has limited availability until September. Cllr Slinger noted that waiting until the Autumn would be acceptable.

18/05/2691 Recreation Area boundary improvements

Cllr Jefferson reported that the proposed improvements, such as upgraded football pitch, improved spectator areas, disabled access, new changing rooms and improvements to play areas will need to be driven by the football team(s), since they will be the primary grant applicants. The Parish Council can probably provide up to £50,000 to assist with grant match funding from FA, Sports England & Lottery.

It is resolved: that the Parish Clerk write a piece for the Prattle.

18/05/2692 Litter Pick along the River

It was resolved: that the Parish Clerk ask for volunteers for a litter pick.

18/05/2693 War Memorial Restoration

Cllr Jefferson thinks there is still work outstanding. The Parish Clerk will take this up with the company.

Cllr Jefferson suggested that Lancaster & Morecambe College be approached to create a temporary public artwork for the opening ceremony.

It was resolved: that Cllr Jefferson approach various organisations to see if any would be interested to produce some artwork.

18/05/2694 General Data Protection Regulation (GDPR) Progress

The Parish Clerk has drafted a preliminary plan that can be used to prioritise the work required.

18/05/2695 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Gross	Net	VAT
Envirocare	Grass cutting for April	288.00	240.00	48.00
Total Turf Solutions Ltd	Pitch assessment and feasibility report	1,906.80	1,589.00	317.80
Chris Baxter	Pay for April	264.09	259.76	4.33
Carl Richardson	Pay for April	284.38	284.38	-
Garry Bretherton	Pay for April	266.88	266.88	-
Luke Mills	Pay for April & expenses	749.22	702.51	46.71
Parish Church Council	Grass cutting in Aughton	1,300.00	1,300.00	-
Water Plus	Burial Ground water supply	4.82	4.82	-
Dennis Barnfield	Parts	42.43	35.36	7.07
	TOTALS	£ 5,106.62	£ 4,682.71	£ 423.91

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

18/05/2696 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 13th June 2018 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.