



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 10th January 2018 7:15pm at The Centre @ Halton

Chair: Cllr Carol Slinger

Present: Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Anne Lamb, Cllr Chris Coates, Cllr Kevin Frea, Cllr Karen Gibson, members of public (Erica Sarney, Michael Bateson)

Clerk: Luke Mills

18/01/2613 Apologies for absence:

None

18/01/2614 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 13th December 2017 be accepted as a true record and signed by the Chair.

18/01/2615 Council

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

18/01/2616 District Councillor Report

Cllr Kevin Frea reported that:

- the City Council are trying to encourage County to do more gulley cleaning.
- the Local Plan does not include any further development land in Halton.
- the Canal Corridor plan/design will be a major piece of work for the City Council.

18/01/2617 Suspension of Standing Orders

Erica Sarney reported that the local beekeepers have been planting local areas to encourage bees and other insects. They have looked at a local Biological Heritage Site nr Foundry Lane/Pye Nanny and consider that it is at risk of losing the status due to poor management. They would like the Parish Council to consider converting some "safe" verges into wildflower areas, in particular the verges near Forgewood Cottage towards Crook O'Lune. They would use the Community Payback Scheme to initially remove scrub and overgrowth and use volunteers for the long term management, but would like the volunteers to be covered by insurance. They have a good experience of doing this in Wyresdale. They have also considered Quarry Road as well, but that is a more challenging site. A remote controlled mower could be used but it would cost around £500-600 per day and the clippings would still need to be removed using manually.

The Parish Council were broadly supportive.

18/01/2618 To consider and approve reports

a) Open Spaces Report

Completed

- Quarry Road: Bench repaired

In Progress

- Link Path: Removal of brambles
- Risk Assessments

Outstanding

- Allotments: Filling holes in the track
- Play Inspection Action: Inspection of loose footplates on gym twister
- Play Inspection Action: Fill in splits on the Boardwalk handrail.
- Play Inspection Action: Boardwalk tighten loose fittings on the climbing wall.

Hours

- 36 hours, incl. holiday in December
- £201 under-budget to date for the year

Cllr Jefferson reported that another quote for a community artwork (www.rolande-chainsaw-carver.co.uk) has been received which is substantially cheaper than previous quotes.

It was resolved that: that Cllr Jefferson will draft a paragraph on the planned work for the Prattle.

b) HCA Report

Cllr Jefferson reported that over the Christmas and New Year break some decoration took place. Thirty-five volunteers attended the “thank you” party held on 3rd Jan. HCA is applying for a grant to convert the old Ladies toilet to a mixed toilet with disabled access.

c) Finance Report

The Parish Clerk reported the current account became overdrawn in December due to the £18 bank fee.

It was resolved: to always hold a balance greater than £20 in the current account.

Current agreed commitments are as follows:

Lancashire Flood Recovery Fund Grant and Disaster Plan	3,703
B4RN Funding	126
Lighting and security for the new shed	330
New Gas Meter Box Purchase	153
Repairs to Skate Park Bowl	750
Recreation Area boundary improvements (report on options)	1,589
TOTAL	4,159

Cllr Slinger reported that no further spending will be required for the “Lighting and security for the new shed” and “New Gas Meter Box Purchase”.

It was resolved: that Cllr Slinger will work out how much is left to spend out of the remaining “Lancashire Flood Recovery Fund Grant and Disaster Plan”.

	Balance b/f 1st April 2017		8,895.76
BUDGET	RECEIPTS	ACTUAL	
960	Allotments - Rent	80.00	
10	Bank Interest	8.86	
1,000	Burial Ground	1,400.00	
-	Damage	-	
-	Donations - Other	2,505.00	
-	Donations - War Memorial Restoration	1,960.00	
-	General	-	
31,340	Precept	31,340.00	
135	Rent (Castle Hill, HCA, Football)	145.00	
1,141	VAT	2,490.96	
34,586	TOTAL		39,929.82
BUDGET	PAYMENTS	ACTUAL	
-	Assets	1,734.60	
200	Audit costs	300.00	
72	Bank Charges	54.00	
240	Clerks Expenses & Stationery	49.71	
	Emergency Response	1,705.01	
960	Grass Cutting - Aughton	960.00	
3,200	Grass Cutting - Halton	3,200.00	
1,365	HCA - Litterpicking	1,010.50	
324	HCA - Room Hire	262.50	
150	Hedge Cutting	140.00	
2,500	Insurance	2,128.00	
300	Play equipment Inspections	201.60	
4,138	PLB loan repayments	2,069.05	
1,000	Repairs & Renewals	3,001.26	
20	S137 Payments	20.00	
4,883	Salary - Clerk	3,661.83	
10,790	Salary - Groundsmen	7,411.23	
699	Subscriptions	496.16	
400	Training	32.00	
50	Water Rates - Burial Ground	27.27	
155	Web site	154.63	
500	Weed & Feed Pitch	375.00	
-	Refunds	150.00	
-	B4RN	774.74	
-	Grounds Work around the Centre	611.00	
-	Electrical Works at the Centre	3,706.06	
	NET TOTAL		34,236.15
	VAT claimed	2,011.39	
1,141	VAT to be claimed	877.92	
33,087	TOTAL		37,125.46

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	TOTALS
B/fwd 13/12/2017	1,364.83	10,395.76	11,760.59
			-
INCOME			-
Burial Ground	800.00		800.00
War Memorial Restoration	10.00		10.00
Allotment	25.00		25.00
Bank Interest	1.90		1.90
			-
TOTAL INCOME	836.90	-	836.90
			-
Expenditure			-
Payments	897.37		897.37
			-
TOTAL EXPENDITURE	897.37	-	897.37
			-
Balance as at 10/01/2018	1,304.36	10,395.76	11,700.12

It was resolved: to accept the Finance Report to 10th January 2018.

d) Allotments

The Parish Clerk reported that invoices for the annual fees have been sent out to all allotment holders.

Cllr Gibson reported that the split between plots 11a & 11b is unequal which would cause problems into the future.

It was resolved that: that the Parish Clerk contact the tenants of 11a & 11b to ensure the demarcation of plots is correct and equal.

e) Burial Ground

Parish Clerk reported that there was one burial before Christmas and another due shortly.

f) Planning

New Applications

- Erection of a part single part two storey front, side and rear extension
 - 61 St Wilfrids Park Halton Lancaster Lancashire LA2 6PN
 - Ref. No: 17/01553/FUL
- Discharge of conditions 4, 5, 6 and 7 on approved application 17/01129/FUL
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 17/00202/DIS
- Discharge of condtions 4, 5 and 6 on approved application 17/01130/LB
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 17/00208/DIS
- Erection of a stable block and creation of a lunge pen and an outdoor arena
 - Whinney Hill Farm Aughton Road Aughton Lancaster Lancashire LA2 6PQ
 - Ref. No: 17/01451/FUL
- Change of use of joiner's workshop, associated store/office, caretakers accommodation and associated land to 6 residential properties, change of use of agricultural land to gardens and stables to domestic garages, installation of new windows, doors and roof lights, demolition of part of building and creation of parking areas and landscaping
 - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU
 - Ref. No: 17/01434/FUL
- Erection of a single storey side and rear extension and a two-storey rear extension with a balcony
 - Riverside Cottage Low Road Halton Lancaster Lancashire LA2 9HU
 - Ref. No: 17/01321/FUL

Decisions

- Fell x1 sycamore, x3 conifers, and x1 silver birch
 - The Stables Quarry Road Halton Lancashire LA2 6RF
 - Ref. No: 17/0162/TCA | Status: Split Decision

- Discharge of part of condition 3 on approved application 17/00504/FUL
 - 6 Middle Highfield Aughton Lancaster Lancashire LA2 6PQ
 - Ref. No: 17/00191/DIS | Status: Permitted
- Retrospective application for the retained change of use of agricultural land to domestic garden and barn to domestic storage
 - 31 Arrow Lane Halton Lancaster Lancashire LA2 6QP
 - Ref. No: 17/01355/FUL | Status: Permitted
- Listed Building application for the installation of a replacement roof, extension of ancillary residential accommodation into barn mezzanine level, new downpipes, guttering and windows, widening of a first floor window to the rear elevation, installation of secondary glazing to the first floor windows, cleaning and repointing stonework, installation of a satellite dish and aerial, removal of the rear chimney, insertion of 5 rooflights and doorway, fitting of a new hanging projection sign and glazed lantern, construction of decking fencing and gate on roof terrace, removal and relocation of internal walls, removal of plaster and repointing of internal walls, and replacement of a plasterboard ceiling
 - Red Door Church Brow Halton Lancashire
 - Ref. No: 17/01350/LB | Status: Permitted
- Installation of a replacement roof, extension of ancillary residential accommodation into barn mezzanine level, widening of a first-floor window to the rear elevation, installation of secondary glazing to the first floor windows, installation of a satellite dish and aerial, removal of the rear chimney, insertion of 5 roof lights and doorway, fitting of fixings for hanging sign and glazed lantern, construction of decking fencing and gate on roof terrace
 - Red Door Church Brow Halton Lancashire
 - Ref. No: 17/01349/FUL | Status: Permitted
- Demolition of existing conservatory, erection of a single storey rear extension and erection of a front porch
 - 31 Arrow Lane Halton Lancaster Lancashire LA2 6QP
 - Ref. No: 17/01355/FUL | Status: Permitted

The Parish Council raised no objections.

It was resolved that: Cllr Jefferson send City Cllr Frea information about past PC action regarding the derelict buildings on Church Brow so that Cllr Frea can explore options with City Council.

g) Neighbourhood Plan Report

Cllr Frea reported that the grant has now been received. The consultant will be involved towards the end of January. There will be a steering group and a group of volunteers for the various aspects, e.g. transport, heritage, housing, flooding, tourism, sustainability.

18/01/2619 Flood Action Group and Emergency Response Plan

Cllr Frea reported back from the Flood Action Group meeting on 19th Dec 2017:

- Emergency Response – A team of volunteers is needed for the operation.
- A multi-agency meeting will be organised for mid-Feb to enable residents to discuss issues with the appropriate agency.
- County Council provided forms for those flooded. Cllr Lamb is still checking and has found that some people are still unaware of the forms.
- Cote Beck – This is being cleared, with a plan to clear the culvert underneath the road. This is probably costing around £100,000.
- A local retired Water Engineer is willing to liaise with the City and County Councils.

Cllr Lamb reported that a drain survey has been started from Arrow Lane.

Cllr Jefferson highlighted the Pointer Grove flooding issue and suggested that the Parish Council needs to push harder back on the planning application. Options could include requesting a meeting with the Chief Planner and Chief Executive, raising a complaint on a failure of the planning process or asking the local MP to raise it in Parliament.

It was resolved: that Cllr Frea will try and organise a meeting with the Chief Planner.

It was resolved: that Cllr Frea will write a piece for the Prattle, including what has been happening and a request for volunteers.

18/01/2620 Wrenman Homes Planning Application for 60 homes off Low Road

There was discussion of the planning application and whether it poses is an additional flooding risk. A more detailed flooding report is expected to be added to the application, but the Parish Council would not be informed about this unless an objection has been raised.

It was resolved: that the Parish Council raise an objection relating to concerns about the additional surface water flood risk.

18/01/2621 Speed Limits Signs on Halton Road

Cllr Lamb reported that there are no longer any national speed limit signs on the road from Halton to Lancaster. It is not clear to drivers what speed limit is in force. The speed limit was reduced temporarily during the building of the Bay Gateway.

Cllr Lamb has emailed County Cllr Susie Charles to try and find out what is happening, since speed limits cannot be changed without consultation.

18/01/2622 Grass Cutting Contracts

The Parish Clerk reported on the quotes provided by Envirocare & Lancaster City Council for cutting the grass in Halton.

It was resolved that: the quote from Envirocare for £1,800 + vat be accepted.

It was resolved that: the quote from Lancaster City Council for £1,442 + vat be accepted.

Aughton PCC organise and manage the grass cutting around St Saviour’s Church and common areas.

It was resolved that: the request for £1,300 to cover grass-cutting by Aughton PCC be accepted.

18/01/2623 New Website and Domain

The Parish Clerk reported that the old website and domain became unavailable, and attempts to contact the person who setup them up has been unsuccessful. Consequently, a new official domain (HALTONWITHAUGHTON-PC.GOV.UK) has been registered to Halton with Aughton Parish Council, with the Parish Clerk as contact. A simple initial website has been created.

It was resolved that: the Parish Clerk request feedback on the website via the Prattle.

It was resolved that: that the old domain (HAPC.ORG.UK) and website will be discontinued.

It was resolved that: the cost of £155 + vat for the registration and hosting of the domain and website be approved.

18/01/2624 Precept 2018-19

It was resolved that: that Lancaster City Council is asked to pay Halton with Aughton Parish Council the sum of £34,489 to meet the expenses of the Parish Council for 2018/19.

18/01/2625 War Memorial Restoration

It was resolved that: the Maysand quote for Phase 1 (£1,012.55+vat) and Phase 2 (£3882.87+vat) of the restoration works is approved.

It was resolved that: the Parish Clerk contacts Maysand to agree a start date and initial meeting.

It was resolved that: the Parish Clerk thanks the donators in the Prattle and proposes to spend any surplus funds on a new bench.

18/01/2626 Recreation Area boundary improvements

Cllr Jefferson reported that a survey of the area will occur soon.

18/01/2627 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Gross	Net	VAT
Garry Bretherton	Salary for Dec	132.00	132.00	
Carl Richardson	Salary for Dec	136.13	136.13	
Luke Mills	Salary for Dec + Website purchasing	592.43	561.50	30.93
HMRC	Tax & NIC	18.81	18.81	
Unity Trust Bank	Quarterly service charge	18.00	18.00	
	TOTALS	£ 897.37	£ 866.44	£ 30.93

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

18/01/2628 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 14th February 2018 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 8:55pm.

Signed..... Chair Date

Minutes subject to approval at the next meeting.