



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING Wednesday 14<sup>th</sup> February 2018 7:15pm at The Centre @ Halton

**Chair:** Cllr Carol Slinger  
**Present:** Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Anne Lamb, Cllr Chris Coates, 9 members of public  
**Clerk:** Luke Mills

**18/02/2629 Apologies for absence:**  
 Cllr Kevin Frea, Cllr Karen Gibson

**18/02/2630 Approval of Minutes of previous meeting**  
**It was resolved:** that the minutes of the meeting held on 10<sup>th</sup> January 2018 be accepted as a true record and signed by the Chair.

**18/02/2631 Council**  
 a) Declaration of member's interests in Agenda Items – None  
 b) Change in declaration of member's interests – None

**18/02/2632 Co-option of new Parish Councillor**  
 Postponed until the next meeting.

**18/02/2633 Suspension of Standing Orders**  
 Members of public voiced objections to the planning application 18/00075/FUL:

Public comment: Change of use from Open Countryside – does that set a precedent that would enable further development?  
 Cllr Jefferson – Councils must use Statutory Planning Guidance. There is no specific local guidance from Lancaster City Council. The Parish Council is a Statutory Consultee whose views are taken into account but has little power to stop or alter developments.  
 Public comment: Not an appropriate/suitable location for raising families – noise and pollution from M6.  
 Cllr Jefferson – Only 80metres from the motorway – standard is 100m. This is the strongest argument against the development.  
 Public comment: It is defined as Open Countryside on the local plan, and guidance says new sites should not be sited on Open Countryside.  
 Cllr Jefferson – A similar application for the siting of static caravans was refused a few years ago.  
 Public comment: Visual impact when passing over bridge?  
 Cllr Jefferson – Would Cote Beck pose a flooding threat to the site? Many aspects of flooding are ignored by planning authorities. This area is liable to flood.  
 Public comment: The ground level has been built up significantly, so unlikely. The water level has been up to the fence before.  
 Public comment: Does the speed limit at this point have any bearing? It would also be difficult to turn right when leaving the site.  
 Public comment: The site is 3 acres; is it possible to just restrict the change of use of the area to the minimal area, ie. not the whole 3 acres?  
 Public comment: How are they going to widen the access path/drive? This might require quite a bit of civil engineering.  
 Public comment: Where is the water sourced from? It appears to come from St Wilfrid's Park. It is not clear that it is supplied officially from United Utilities.  
 Cllr Coates – The Planning Application will go to the Planning Committee if there are objections or if the Parish Council requests it.  
 Cllr Jefferson: The Parish Council can request a site visit of the Planning Officer. This may help the Planning Officer understand the issues.  
 Public comment: The Burial Ground is very noisy due to the M6. Can acoustic fencing be erected to protect it and other parts of the village? How is responsible for litter picking around the Bay Gateway, there's an awful amount of litter?

Members of public left.

Cllr Coates provided details of the newly created Lune Valley Community Land Trust to the Parish Council.

**18/02/2634 To consider and approve reports**  
 a) **Open Spaces Report**

Cllr Jefferson reported that an invoice for plants received in November has been mislaid so is now overdue.  
**It was resolved:** that the invoice for £240 + vat be paid when a copy of the invoice is received.

## Completed

- Link Path: Further trimming of the hedge
- The Centre: Clearing of drains
- The Centre: Water tank maintenance

## In Progress

- Link Path: Bramble clearance

## Outstanding

- Play Inspection: Review comments from recent City Council inspection

## Hours

- 56 incl. holiday. Exactly on budget for the year.

**b) HCA Report**

Cllr Jefferson reported that the AGM will be held in July. Finances are reasonably healthy. The outcome of the grant application for conversion of toilets should be known by April.

**c) Finance Report**

The Parish Clerk reported that:

- There are no significant variances to report.
- Burial ground fees have provided an additional £860 this month. The Groundwork UK grant for the Neighbourhood Plan has been received.
- The Water Rates are due this month. The Financial Regulations allow the Parish Council to pay utilities by Direct Debit and it would save time and paperwork.
- The reconciliation of bank figures highlighted that the Parish Clerk was underpaid by accident last month by £30.93, due to using the Net figure rather than Gross.

**It was resolved:** that the Parish Clerk contacts Water Plus to organise paying for the water rates by direct debit.

**It was resolved:** that the Parish Clerk contacts Kirkwells to request an invoice to cover the Neighbourhood Plan work.

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	TOTALS
<b>B/fwd 10/01/2018</b>	<b>1,304.36</b>	<b>10,395.76</b>	<b>11,700.12</b>
			-
<b>INCOME</b>			-
Burial Ground	860.00		<b>860.00</b>
Donation	100.00		<b>100.00</b>
Allotment	800.00		<b>800.00</b>
Groundwork UK grant	4,800.00		<b>4,800.00</b>
Rent (HCA)	10.00		<b>10.00</b>
<b>TOTAL INCOME</b>	<b>6,570.00</b>	-	<b>6,570.00</b>
			-
<b>Expenditure</b>			-
Payments	1,518.05		<b>1,518.05</b>
			-
<b>TOTAL EXPENDITURE</b>	<b>1,518.05</b>	-	<b>1,518.05</b>
<b>Balance as at 14/02/2018</b>	<b>6,356.31</b>	<b>10,395.76</b>	<b>16,752.07</b>

		£	£
	<b>Balance b/f 1st April 2017</b>		<b>8,895.76</b>
<b>BUDGET</b>	<b>RECEIPTS</b>	<b>ACTUAL</b>	
<b>960</b>	Allotments - Rent	880.00	
<b>10</b>	Bank Interest	8.86	
<b>1,000</b>	Burial Ground	2,260.00	
-	Damage	-	
-	Donations - Other	7,405.00	
-	Donations - War Memorial Restoration	1,960.00	
-	General	-	
<b>31,340</b>	Precept	31,340.00	
<b>135</b>	Rent (Castle Hill, HCA, Football)	155.00	
<b>1,141</b>	VAT	2,490.96	
<b>34,586</b>	<b>TOTAL</b>		<b>46,499.82</b>
<b>BUDGET</b>	<b>PAYMENTS</b>	<b>ACTUAL</b>	
-	Assets	1,734.60	
<b>200</b>	Audit costs	300.00	
<b>72</b>	Bank Charges	54.00	
<b>240</b>	Clerks Expenses & Stationery	66.34	
	Emergency Response	1,705.01	
<b>960</b>	Grass Cutting - Aughton	960.00	
<b>3,200</b>	Grass Cutting - Halton	3,200.00	
<b>1,365</b>	HCA - Litterpicking	1,318.00	
<b>324</b>	HCA - Room Hire	357.00	
<b>150</b>	Hedge Cutting	140.00	
<b>2,500</b>	Insurance	2,128.00	
<b>300</b>	Play equipment Inspections	201.60	
<b>4,138</b>	PLB loan repayments	2,069.05	
<b>1,000</b>	Repairs & Renewals	3,055.43	
<b>20</b>	S137 Payments	20.00	
<b>4,883</b>	Salary - Clerk	4,068.70	
<b>10,790</b>	Salary - Groundsmen	7,964.80	
<b>699</b>	Subscriptions	531.16	
<b>400</b>	Training	32.00	
<b>50</b>	Water Rates - Burial Ground	44.59	
<b>155</b>	Web site	154.63	
<b>500</b>	Weed & Feed Pitch	375.00	
-	Refunds	150.00	
-	B4RN	789.01	
-	Grounds Work around the Centre	611.00	
-	Electrical Works at the Centre	3,706.06	
	<b>NET TOTAL</b>		<b>35,735.98</b>
	VAT claimed	2,011.39	
<b>1,141</b>	VAT to be claimed	896.14	
<b>33,087</b>	<b>TOTAL</b>		<b>38,643.51</b>

It was resolved: to accept the Finance Report to 14<sup>th</sup> February 2018.

**d) Allotments**

The Parish Clerk reported that:

- All tenants, except two have paid their annual fees.

It was resolved that: that the Parish Clerk gives 7 days notice to the tenants who have not yet paid.

**e) Burial Ground**

Cllr Jefferson reported that a Youth Offending team has cleared leaves in the Burial Ground.

Parish Clerk reported that another burial took place in January.

**f) Planning**New Applications

- Change of use of agricultural land to a gypsy/traveller site comprising 2 static caravans and 3 touring caravans, 2 utility blocks, access track, a septic tank and a 2.1m boundary fence
  - Land To The North Of Foundry Lane Halton Lancashire
  - Ref. No: 18/00075/FUL
- Discharge of conditions 4 and 5 on approved application 16/00037/CU
  - St Roberts Bellarmine R C Church Houghton Court Halton Lancashire
  - Ref. No: 18/00005/DIS
- Listed building application for the replacement of plaster from internal face of external walls with new plaster and wood skirting, sand and cement render to internal walls with lime mortar, WC fittings, partitions and cubicle doors with new facilities, timber stud and plaster boards with new aluminium stud framing, kitchen wall lining with PVC cladding, timber bar and fittings with new bar, vertical panelling with painted panelling, and internal doors with matching panelled doors
  - Red Door Cafe And Gallery Red Door Church Brow Halton Lancaster Lancashire LA2 6LS
  - Ref. No: 17/01573/LB
- Conversion of a garage to create ancillary living accommodation and construction of a pergola to the rear
  - 5 Beech Road Halton Lancaster Lancashire LA2 6QQ
  - Ref. No: 17/01549/FUL | Received: Sun 17 Dec 2017 | Validated: Thu 04 Jan 2018 | Status: Decided
- Erection of a two storey side and rear extension with balcony and erection of a single storey side extension
  - 19 Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
  - Ref. No: 18/00058/FUL

Decisions

- 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 | Status: Permitted
- Conversion of a garage to create ancillary living accommodation and construction of a pergola to the rear
  - 5 Beech Road Halton Lancaster Lancashire LA2 6QQ
  - Ref. No: 17/01549/FUL | Status: Permitted
- Discharge of conditions 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 | Status: Split Decision
- 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 | Status: Split Decision
- Change of use of joiners 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 | Status: Refused
- Change of use of offices (B1) to two dwellings (C3)
  - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU
  - Ref. No: 17/01432/CU | Status: Refused
- Demolition of existing conservatory, erection of a single storey rear extension and erection of a front porch
  - Mulberry Manor Low Road Halton Lancaster Lancashire LA2 6PA
  - Ref. No: 17/01416/FUL | Status: Permitted
- Discharge of conditions 5 and 9 on approved application 17/00165/OUT
  - Land At OSGR E350819. N464830 Low Road Halton Lancashire (Story Homes)
  - Ref. No: 17/00186/DIS | Status: Permitted

- 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 | Status: Permitted

**It was resolved:** that the Parish Council objects to application 18/00075/FUL using the following points: air quality, unrealistic noise testing, outside the proposed local plan, difficulty in exiting to the right from the site.

**It was resolved:** that the Parish Clerk sends a copy of the letter relating to 17/01423/REM to Cllr Jefferson

Cllr Jefferson reported a petition to the 15 Lancashire MPs and relevant Government Ministers has been received from the Churchtown Flood Action Group highlighting key issues relating to flooding and the need to update aspects of the law, planning and ensure that the various bodies and developers are forced to take more account of the risk and put in measures to reduce it.

**It was resolved:** that the Parish Council sign the petition from the Churchtown Flood Action Group.

Cllr Slinger reported that there will be another Flood Action Group meeting at 3pm on 28<sup>th</sup> Feb at Halton Mill.

#### g) Neighbourhood Plan Report

Cllr Coates reported that work is progressing with a plan to have an initial consultation soon.

Cllr Slinger reported disappointment that County issues cannot be covered by the Local Plan, e.g. highway. Only aspects relating to the Local Planning Authority (City) are allowed.

Cllr Coates suggested that the main objective should be to clearly define the village boundary and what green spaces are to be protected.

#### 18/02/2635 Parish Councillor Portfolios

Cllr Jefferson & Cllr Slinger reported how portfolios have worked in the past, but they became less workable with less councillors. Cllr Coates volunteered to cover Footpaths and informal Open Spaces.

#### 18/02/2636 WWI Beacons of Light 11th November 2018

This year marks the 100<sup>th</sup> year anniversary of the end of the first World War on Armistice Day. There will be a beacon lighting at both the Castle and Ashton Memorial. Other Parishes have been invited to take part. The Parish Council have agreed to do so.

**It was resolved:** that Cllr Slinger will investigate how the existing beacon was installed last time and what work might be necessary to get it ready again.

#### 18/02/2637 Employing a new grounds person

Cllr Jefferson reported that a suitable candidate has been identified and it would make sense to ask the candidate to start sooner than April.

**It was resolved:** that the candidate be invited to start from 1<sup>st</sup> March on the same terms as the other grounds staff.

#### 18/02/2638 Church of England Plots at the Burial Ground

The Parish Clerk reported that there are only 6 plots left in the Church of England section of the Burial Ground. There was discussion of the process for providing further plots.

**It was resolved:** that the Parish Clerk contact the Church for further information on how plots are allocated.

#### 18/02/2639 War Memorial Restoration

The Parish Clerk reported that Maysands are scheduled to visit on 5<sup>th</sup> March 2pm to discuss commencement of work.

**It was resolved:** that the Parish Clerk find out what requirements they have, such as parking, waste, storage, etc..

#### 18/02/2640 Recreation Area boundary improvements

Cllr Jefferson reported that discussions are still ongoing.

#### 18/02/2641 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Gross	Net	VAT
Information Commissioner	Annual fee	35.00	35.00	
HCA	Room hire & litterpicking	402.00	402.00	
Garry Bretherton	Salary for Jan	273.08	273.08	
Carl Richardson	Salary for Jan	280.50	280.50	
Luke Mills	Salary for Jan & expenses	494.53	477.67	16.86
Carol Slinger	Purchasing	15.63	14.27	1.36
	<b>TOTALS</b>	<b>£ 1,518.05</b>	<b>£ 1,499.83</b>	<b>£ 18.22</b>

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

**18/02/2642 Date of Next Meeting**

The next meeting of the Parish Council be arranged for Wednesday 14<sup>th</sup> March 2018 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 20:55 pm.

Signed..... Chair Date .....

Minutes subject to approval at the next meeting.