



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING
Wednesday 11th July 2018 7:45pm at The Centre @ Halton

Chair: Cllr Carol Slinger
Present: Cllr Brian Jefferson, Cllr Chris Coates, Cllr Anne Lamb, Cllr Michael Bateson, Cllr Kevin Frea, 4 members of the public
Clerk: Luke Mills

18/07/2711 Apologies for absence

Cllr Barbara Duffy, Cllr Karen Gibson

18/07/2712 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 13th June 2018 be accepted as a true record and signed by the Chair.

18/07/2713 Council

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

18/07/2714 District Council Report

Cllr Frea had nothing of significance to report.

18/07/2715 Suspension of Standing Orders

Representatives of the Gardening Club proposed a series of ideas:

- Creating a boundary around the planting at the top of the Link Path – primarily to reduce dog mess, but also to improve the appearance. This is their top priority.
- New smaller wooden planters at the Centre, since the current ones are too big; the soil is poor and they require too much water.
- New planters near the shops.
- Better signposting of the wildflower areas adjacent to the football pitch.
- Creation of terraces on the steep planted area outside the Centre – it is too difficult to manage at present, but this work is dependent finding funds

The Parish Council offered support for the ideas.

The owners of Skirpin Cottage, High Road asked the PC to support their application for the erection of a stable block and creation of an all-weather arena for equestrian use. They reported that there have been no objections, but the planning dept is not supportive. The owners are looking to resubmit the application soon and are willing to be flexible in their plans.

The Parish Council indicated surprise that the planning department had objected to the plans given the rural location and the various large developments. A similar equestrian area was given permission on Low Road with no objections from the planning dept. The Parish Council gave some advice on how to improve the application.

Cllr Coates mentioned that there will be a Heritage Open Day at Halton Mill on Sat 15th Sept 2018.

18/07/2716 To consider and approve reports:

a) Open Spaces Report

Completed

- Link path hedge trimmed lightly
- Round climbing frame at St Wilfrid's Park painted
- Shefferlands Lane path strimmed
- Area behind swings at the Centre cleared.
- Schoolhouse Lane: Swings to be painted

Planned

- Clatter Bridge at St Wilfrid's Park to be removed.
- Repair footpath sign at the Burial Ground

Hours

- 110 incl. holiday

General

- New play equipment installed at St Wilfrid's Park by Enviroplay
- Annual playground inspection carried-out by Enviroplay – awaiting report.
- One outdoor gym twister removed – the bearings had completely failed. Chris doesn't think it is repairable.
- A post digger and long crowbar have been purchased (requested by groundsmen)

It was resolved: that the Gardening Club are given permission to create a raised planted area at the top of the Link Path.

It was resolved: that the Gardening Club are given permission to place wild flower signs on the areas near the basket swing.

It was resolved: that the Parish Clerk ask the groundsmen to fix the capping stones on the raised bed on Lythe Fell/Link Path.

It was resolved: that the Parish Clerk ask the groundsmen to remove the old planters near the Centre

It was resolved: that the Parish Clerk ask the groundsmen to remove the planters near the shops

b) HCA Report

Cllr Jefferson reported that the AGM was held last month. They are preparing for the summer maintenance period, which is focusing on the flooring in the hall.

c) Finance Report

The Parish Clerk reported that:

- Spending and income roughly on target.
- Once the War Memorial Grant has been received, the Village Improvement A/C will be updated, taking into account the £2,074 spend on the Recreational Area surveys.
- Salaries will need paying in August, which will be approved at the September meeting.

Financial Statement - 11th July 2018				Balance b/f 1st April 2018			8,851.50
Budget	PAYMENTS	Actual		Budget	RECEIPTS	Actual	
5,028	Salary - Clerk	1,257.00		34,489	Precept	34,489.00	
12,180	Salary - Groundstaff	2,789.94		875	Allotments	50.00	
1,530	Training	840.00		151	Rent	131.00	
4,542	Grass Cutting	2,020.00		1,050	Burial Ground	939.00	
150	Hedge Cutting	-		10	Bank Interest	16.66	
300	Play Inspection	200.00		-	Damage	-	
2,000	Repairs & Renewals	1,137.00		-	General	180.00	
400	Pitch Feed	375.00		-	Grants	-	
5,270	Public Works Loan	-		-	Donations	-	
200	Audit	-		2,300	VAT	-	
72	Bank Charges	18.00					
240	Clerks Expenses	67.74		38,875	TOTAL		35,805.66
1,734	HCA	412.50			Gross Receipts	44,657.16	
2,128	Insurance	-			Gross Payments	18,697.63	
555	Subs	345.51			BALANCE IN HAND		25,959.53
50	Water	14.46					
250	Website	-			FUND BALANCES		
20	S137	-			General A/C	17,174.50	
-	Refunds	43.75			Village Improvement A/C	8,048.89	
-	Assets	-			War Memorial Restoration A/C	736.14	
-	B4RN	49.66			FUND TOTAL		25,959.53
-	Emergency Response & Flood Grant	240.00					
-	Recreational Area Improvements	2,074.00					
-	War Memorial Restoration	4,895.42					
36,649.00	NET TOTAL	16,779.98					
	VAT claimed	-					
2,300	VAT to be claimed	1,917.65					
38,949.00	GROSS TOTAL	18,697.63					

It was resolved: to accept the Finance Report to 11th July 2018.

d) Allotments

Nothing to report

e) Burial Ground

The tenant of Castle Hill is using water from the burial ground to water the horses; he will provide a donation to cover the cost of the water.

f) PlanningNew Applications

- Wrenman homes development applications:
 - Discharge of conditions 3, 6 and 7 on approved application 17/01423/REM
 - Land South Of Low Road Halton Lancashire
 - Ref. No: 18/00097/DIS
 - Advertisement application for the display of 2 externally illuminated double pole mounted signs and 6 flagpoles
 - Land South Of Low Road Halton Lancashire
 - Ref. No: 18/00683/ADV
 - Siting of a temporary sales cabin with associated parking
 - Land To The South Of Low Road Halton Lancashire
 - Ref. No: 18/00672/FUL
- Fell 1 x Beech tree Sycamore(T2) - Fell because of excessive shading, low amenity value and damage to retaining wall / steps. Replant with one standard oak in the same place.
 - 1 Low Road Halton Lancaster Lancashire LA2 6LZ
 - Ref. No: 18/0086/TCA | Received: Sat 02 Jun 2018 | Validated: Mon 04 Jun 2018 | Status: Awaiting decision
- Erection of a detached double garage and alterations to existing access
 - 77 Beech Road Halton Lancaster Lancashire LA2 6QH
 - Ref. No: 18/00682/FUL
- Erection of a stable building, including storage areas and staff facilities, and creation of associated hardstanding and access track, outdoor arena, turnout pens, 2 lunge pens and horse walker.
 - Whinney Hill Farm Aughton Road Aughton Lancaster Lancashire LA2 6PQ
 - Ref. No: 18/00632/FUL
- Change of use of studio (C3) to office (A2)
 - Braestone High Road Halton Lancaster Lancashire LA2 6PH
 - Ref. No: 18/00633/CU
- Listed building application for internal and external works to facilitate the conversion of part of existing barn to one dwelling (C3) including the demolition of existing attached outbuilding, blocking up of existing door and window openings and insertion of windows and rooflights, removal of internal walls and a replacement of a timber floor
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 18/00607/LB
- Change of use of part of existing barn to one dwelling (C3) including the demolition of existing attached outbuilding and associated engineering works (pursuant to the variation of condition 2 on planning permission 17/01129/FUL to amend the approved plans to alter the position of a side window)
 - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
 - Ref. No: 18/00606/VCN
- 5 x holly (G1) - Fell. 2 x stems leaning, all with reduced vigour and poor form. 1 x stem with damage to bark on main stem (see images). Replacement planting 2 x rowan trees (bare root standards) to be planted in the same location, the dormant season following removal.
 - 1 The Gardens Halton Lancaster Lancashire LA2 6RE
 - Ref. No: 18/0099/TCA

Permitted

- 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
- Pruning works to 1 x Yew Tree
 - Hermitage Cottage The Hermitage Estate Low Road Halton Lancaster Lancashire LA2 9HU

- Ref. No: 18/0078/TPO
- Change of use of agricultural land to residential, erection of a 4 bed detached dwelling with associated re-grading of land and alterations to the existing access, and installation of a waste water treatment system
 - Land To The North East Of Ivy Cottage Low Road Halton Lancaster Lancashire LA2 6LZ
 - Ref. No: 18/00183/FUL
- T1, T2 and T3, Beech. Crown lift, reduce and thin branches not exceeding 10% of the overall live crown mass. T4, T5 & T6, Holly - Fell.
 - 6 The Gardens Halton Lancaster Lancashire LA2 6RE
 - 18/0079/TCA

The Parish Council noted that the traveller site application was withdrawn.

Cllr Frea raised the fact that the Planning Department cannot consider covenants when considering planning applications.

It was resolved: that the Parish Clerk provide Cllr Frea with the proposed traffic calming plan for Church Brow.

g) Neighbourhood Plan Report

Cllr Frea reported that that Neighbourhood Plan is behind schedule, but he will get it moving again.

18/07/2717 Floor Refurbishment at The Centre

Nothing to report.

18/07/2718 Touring Cinema Project

Carnforth Town Council are in early stages of establishing a project locally for a 'touring cinema' and want to know whether this would be of interest to Halton.

It was resolved: that the Parish Clerk pass this onto the Centre (HCA)

18/07/2719 Review of Allotment Rules

Deferred to September.

18/07/2720 War Memorial

Cllr Jefferson has been experimenting on the best way to clean the cobbles and capping stones.

The Parish Clerk reported that the War Memorial Trust Completion Report was returned on 25th June, so the grant should be released at some stage.

INCOME:

- War Memorial Trust grant (@75% of costs) £3,671.56
- War Memorial Restoration Fund: £1,960.00

EXPENDITURE:

- Maysand (excl. vat): £4,895.42

BALANCE: £736.14

It was resolved: that plans for the War Memorial service be discussed at the next meeting.

18/07/26721 GDPR Progress

The Parish Clerk reported that the first stage of identifying personal data is to catalogue the paperwork stored in the filing cabinet. This will probably take another 2-3 days to complete. The second stage is to review the electronic documents and then emails. Any documents no longer required, according to recommended/required retention periods will be securely destroyed.

It has now been confirmed that a Data Protection Officer is not required for Parish Councils.

18/07/26722 Review of Financial Regulations

It was resolved: that the Financial Regulations and Payment Procedures be adopted and approved for the next 12 months.

18/07/2723 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Gross	Net	VAT
HMRC	Tax for 1st quarter	134.20	134.20	-
Environmental Defence Systems	Floodsax	288.00	240.00	48.00
A Aird Associates Ltd	Section Survey	582.00	485.00	97.00
Envirocare	Grass cutting (June)	288.00	240.00	48.00
Chris Baxter	Salary	189.05	189.05	-
Carl Richardson	Salary	332.50	332.50	-
Garry Bretherton	Salary	376.25	376.25	-
Luke Mills	Salary	555.19	532.50	22.69
Water Plus	Burial Ground water supply	4.82	4.82	-
Unity Trust Bank	Service Charge	18.00	18.00	-
Enviroplay	New play equipment and insp	840.00	700.00	140.00
TOTALS		£ 3,608.01	£ 3,252.32	£ 355.69

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

18/07/2724 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 12th September 2018 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 8:30pm.

Signed..... Chair Date

Minutes subject to approval at the next meeting.