



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF ANNUAL PARISH COUNCIL MEETING Wednesday 10<sup>th</sup> October 2018 7:15pm at The Centre @ Halton

**Chair:** Cllr Michael Bateson  
**Present:** Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Anne Lamb, Cllr Kevin Frea, 8 members of the public  
**Clerk:** Luke Mills

#### 18/10/2745 Apologies for absence

Cllr Karen Gibson, Cllr Chris Coates, Cllr Carol Slinger

#### 18/10/2746 Approval of Minutes of previous meeting

**It was resolved:** that the minutes of the meeting held on 12<sup>th</sup> September 2018 be accepted as a true record and signed by the Chair.

#### 18/10/2747 Council

- a) Declaration of member's interests in Agenda Items
  - Cllr B Duffy declared an interest in the allotments
- b) Change in declaration of member's interests – None

#### 18/10/2748 District Council Report

Cllr Frea reported that the Canal development is moving forward slowly, the Local Plan is being inspected and the Eden Project will require government money to proceed. The Cycle Path planning application is going to committee on 11<sup>th</sup> November; Cllr Frea has not responded yet but will do so shortly.

#### 18/10/2749 Suspension of Standing Orders

8 members of the public wished to share their objection to planning application 18/00921/FUL.

- Member of public – 2 applications to date, the first was withdrawn. We're not sure why the Parish Council has not objected to the 2<sup>nd</sup> application.
- Cllr Jefferson – Thought that the planning officer had recommended it for approval. The PC raised the objections to the first application about the speed limit, flooding, size, the boundary fence, noise – all issues have been reportedly dealt. The PC did not think that there are any further grounds for objection.
- Cllr Frea – Not sure that the 2<sup>nd</sup> application has been recommended for approval.
- Member of public – The current planning guidelines indicate that this is not a suitable location.
- Cllr Jefferson – The guidelines are in the process of being updated by City Council.
- Member of public – The points made on the first letter are still valid objections – can the PC make the same again?
- Member of public – There is no report from Environmental Health report yet. The same issues still apply.
- Cllr Jefferson will review the first letter and speak to the planning officer and see what grounds remain for objection.
- Member of public – Not sure whether it will go to the Planning Committee.
- Cllr Frea – Has spoken to the planning officer. The Highways and Environmental Reports have not been produced.
- Member of public – How can it be forced to the Planning Committee?
- Cllr Frea – The District Councillor can request it if there are material grounds for objection.
- Member of public – If this application is against LCC traveller's policy it should be thrown out.
- Cllr Jefferson – Anyone has the right to apply for planning permission irrespective of local policy and the local policy has a caveat allowing any location to be considered.
- Member of public – This is a green area that appears to be against the local policy.
- Cllr Jefferson – Will check the local traveller's policy to see if there are any clear grounds for objection.
- Member of public – Most of the plan is within 100m of the M6.
- Member of public – Traffic is very fast at the entrance/exit of the site. This would be very dangerous for any long vehicle entering or exiting the site. Towing caravans would have to use the other side of the road which would put them in the path of fast traffic on a bend.
- Member of public – There are 3 touring caravans that will use the site. Just moving the speed limit will not help.
- Cllr Frea – These points have been made to Highways, but nothing seems to have been altered.

**18/10/2750 To consider and approve reports:****a) Open Spaces Report****Completed**

- Some trimming of hedges
- Attach wheels to generator
- Repair basketball hoop
- Fabricate brackets and install ladders in generator room
- Removed rotten play bridge from St Wilfred's Park
- Sanded and varnished Memorial Garden bench

**Planned**

- Trim back willow in children's area
- Repair skate park shelter
- Source one or more dog poo signs
- Repair the footpath sign nr the burial ground

**Hours**

- 99 hrs (incl. holiday).

**General**

Cllr Jefferson reported that there is a plan to cobble the area behind the curved seat outside the Centre and add a full-sized bench.

**It was resolved:** that the Clerk organises the repair of the curved seat.

The PC discussed options for repairing the play area fencing.

**It was resolved:** that the willow trimmings be used to create a living fence, to be reinforced by timber if necessary.

**b) HCA Report**

Nothing much to report.

**c) Finance Report**

The Parish Clerk reported that:

- War Memorial Grant of £3,680 received
- VAT claim has been completed and sent off
- General A/C broadly on budget, taking into account extra expenditure and income, though the Repairs budget is likely to be significantly over budget, due to the replacement safety surfacing and the need to service the Kuboto this winter.

**It was resolved:** that the insurance will be extended by an extra year at a cost of £2,102.46.

Budget	PAYMENTS	Actual		Budget	RECEIPTS	Actual	
5,028	Salary - Clerk	2,514.00		34,489	Precept	34,489.00	
12,180	Salary - Groundstaff	5,501.64		875	Allotments	50.00	
1,530	Training	840.00		151	Rent	131.00	
4,542	Grass Cutting	2,860.00		1,050	Burial Ground	1,501.00	
150	Hedge Cutting	-		10	Bank Interest	36.77	
300	Play Inspection	200.00		-	Damage	-	
2,000	Repairs & Renewals	2,698.42		-	General	200.00	
400	Pitch Feed	375.00		-	Grants	3,680.00	
5,270	Public Works Loan	2,069.05		-	Donations	-	
200	Audit	200.00		2,300	VAT	-	
72	Bank Charges	18.00					
240	Clerks Expenses	77.46		38,875	<b>TOTAL</b>		<b>40,087.77</b>
1,734	HCA	877.00					
2,128	Insurance	2,102.46			Gross Receipts	48,939.27	
555	Subs	445.51			Gross Payments	30,285.54	
50	Water	24.08					
250	Website	-			<b>BALANCE IN HAND</b>		<b>18,653.73</b>
20	S137	250.00					
-	Refunds	43.75			<b>FUND BALANCES</b>		
-	Assets	1,424.00			General A/C	7,699.73	
-	B4RN	57.41			Village Improvement A/C	8,785.03	
-	Emergency Response & Flood Grant	271.00			<b>FUND TOTAL</b>		<b>16,484.76</b>
-	Recreational Area Improvements	2,074.00					
-	War Memorial Restoration	4,895.42			<b>Forecast</b>		
36,649.00	<b>NET TOTAL</b>	<b>29,818.20</b>			Extra EXPENDITURE	8,623.46	
	VAT claimed	2,168.97			Extra INCOME	3,429.00	
2,300	VAT to be claimed	467.34			Total over/under spend	5,194.46	
38,949.00	<b>GROSS TOTAL</b>	<b>30,285.54</b>			Village Improvement A/C	3,590.57	

**It was resolved:** to accept the Finance Report to 10<sup>th</sup> October 2018.

**d) Allotments**

The Clerk reported that the tenant of Plot 13a was sent a termination letter. The tenant has asked for another chance and has made significant progress in clearing the plot in the last month.

**It was resolved:** that the tenant of Plot 13a is given a second chance.

**e) Burial Ground**

The Clerk reported that there is some outstanding tree works required and that a member of the public still has an outstanding request to place a bench near his wife's grave.

The PC wish to review the burial ground rules before agreeing to another bench.

**f) Planning****New Applications**

- Advertisement application for the display of 5 flags and 1 free standing v-board sign
  - 18/01180/ADV | Land Between Low Road And Forge Lane Halton Lancashire
- Erection of a sales cabin including access and car parking for a temporary period of up to 12 months
  - 18/01179/FUL | Land Between Low Road And Forge Lane Halton Lancashire
- Proposed Lawful Development Certificate for the erection of a single storey rear extension and construction of a dormer extension to the rear elevation
  - 18/01210/PLDC | 13 Lythe Fell Avenue Halton Lancaster Lancashire LA2 6NH
- Proposed lawful development certificate for the erection of a single storey rear extension
  - 18/01196/PLDC | 4 Forgewood Drive Halton Lancaster Lancashire LA2 6NY
- Erection of single storey rear and side extension
  - 18/01185/FUL | 42 Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
- Remove 1 x Cypress Cedar Tree
  - 18/0153/TCA | Greenways Church Brow Halton Lancaster Lancashire LA2 6LP
- Non-material amendment to planning permission 18/00375/FUL to alter the window frame colour to anthracite grey
  - 18/01217/NMA | 1 Halton Green Cottage Low Road Halton Lancaster Lancashire LA2 6PA
- Erection of a shed
  - 18/01209/FUL | 4 Haylot Drive Halton Lancaster Lancashire LA2 6NW

**Permitted**

- Non material amendment to planning permission 18/00375/FUL to alter the window frame colour to anthracite grey
  - 18/01217/NMA | 1 Halton Green Cottage Low Road Halton Lancaster Lancashire LA2 6PA
- Discharge of conditions 5 and 6 on approved application 18/00606/VCN
  - 18/00138/DIS | Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
- Discharge of condition 4 on approved application 17/01320/FUL
  - 18/00133/DIS | Recreation Hall Aughton Road Aughton Lancaster Lancashire LA2 8LU
- Erection of a part single part 1.5 storey rear and side extension
  - 18/01010/FUL | 39 Clougha Avenue Halton Lancaster Lancashire LA2 6NS
- Erection of single storey attached garage, construction of dormer extension on front elevation.
  - 18/00990/FUL | 11 Oak Drive Halton Lancaster Lancashire LA2 6QJ
- Discharge of condition 4 on approved application 18/00241/LB
  - 18/00111/DIS | Red Door Cafe And Gallery Red Door Church Brow Halton Lancaster Lancashire LA2 6LS
- Discharge of condition 4 on approved application 18/00240/FUL
  - 18/00107/DIS | Red Door Cafe And Gallery Red Door Church Brow Halton Lancaster Lancashire LA2 6LS
- Demolition of existing single storey lean-to and erection of a part two storey part single storey side extension
  - 18/00929/FUL | 15 Low Road Halton Lancaster Lancashire LA2 6LZ
- Change of use of dwelling (C3) into residential care home for children (C2) and creation of an area of hardstanding
  - 18/00581/CU | Greenways Church Brow Halton Lancaster Lancashire LA2 6LP

**It was resolved:** that Cllr Jefferson will review planning application 18/00921/FUL and respond appropriately.

**g) Neighbourhood Plan Report**

Nothing to report.

**18/10/2751 Planning for Centenary of WW1**

The Clerk reported that the Royal British Legion Silhouette has been ordered. A location for it will be decided once it arrives.

Cllr Jefferson reported that he has been liaising with Lancaster and Morecambe College (LMC) about some commemorative art work for the War Memorial. There are various options, but some may need a contribution from the PC to help cover the cost of the materials. Cleaning of the cobbles has been completed.

Cllr Slinger (via email) reported that a bugler for the service has not been found yet. Cllr Slinger's husband and son have offered to install the beacon on Castle Hill.

**It was resolved:** that Cllr Jefferson is given approval to spend the remaining War Memorial restoration budget of £745 on a new bench, plaque and a contribution towards the materials for LMC artwork

**18/10/2752 Forest of Bowland Lune Valley Parish Council Meetings**

Cllr Duffy offered to try and attend the next meeting of the Forest of Bowland Lune Valley Parish Councils, on November 1st, at 6.30pm in Wray Institute.

**18/10/2753 Review of Outstanding Committed Expenditure**

The Parish Clerk reported that since April the following sums have been spent:

• Lancashire Flood Recovery Fund Grant	£240
• War Memorial Restoration	£1,215 (taking into account the grant)
• B4RN	£81
• Recreational Area Improvements	£2,074
• New Play Equipment	£500
• Planters	£924
• Total	£5,034

The Village Improvement A/C balance began as £8,785

Considering this spending and spending on the General A/C, the forecast Village Improvement A/C is ~£3,590

Here are the currently open budget lines and how much remains:

• Lancashire Flood Recovery Fund Grant	£1,758
• War Memorial Restoration	£745
• B4RN	£45
• Total	£2,548

If all these were spent fully, then the forecast balance would be ~£1,040

**18/10/2754 Lancashire Highways Meeting**

Cllr Frea spoke to Highways about the 30mph speed limit on Foundry Lane. Highways have not responded formally to Cllr Frea, but informally did not seem concerned.

Cllr Jefferson raised the issue that a 30mph speed limit was added between Lancaster & Halton, but they do not seem to be willing to change the one of Foundry Lane. If necessary, it will need to be raised with a cabinet member for highways and Cllr Susie Charles.

**18/10/2755 Dog Mess**

Cllr Frea queried how the parish could obtain more help from the Dog Wardens to help reduce the dog mess issues.

**It was resolved:** that Cllr Frea explore with City Council how the Parish Council could obtain the services of a dog warden for Halton.

**18/10/2756 Review of Draft Allotment Rules**

Postpone until next meeting.

**18/10/2757 Review of Burial Ground Rules**

There was discussion about benches and mementos. The Clerk reported that the mementos cause extra work for the groundsmen and risk being damaged when moved or worked around. The ownership of benches is not always clear and it is not clear who is responsible for maintaining them.

**It was resolved:** that the Clerk draft new rules and bring back to the next meeting.

**18/10/2758 Grass Cutting Contracts**

The Clerk asked whether quotes should be sought from a wide range of contractors. The current contractor was significantly cheaper than any other when this was carried-out in 2016.

The PC did not see a good reason to spend time doing this given that it is unlikely that a cheaper contractor could be found.

**18/10/2759 Chainsaw Training and Equipment**

Cllr Jefferson suggested that the winter period is the best time to prune trees. However, it will depend on finances.

**It was resolved:** that the Clerk agenda this for the next meeting.

**18/10/2760 Car Park Bollard**

The Clerk reported that someone hit the bollard in the car park. The PC discussed the merits of removing it, but considered that this is not a common problem.

**18/10/2761 To approve accounts for payment for expenses incurred since the last meeting**

Payee	Description	Gross	Net	VAT
HMRC	Tax for 2nd quarter	140.00	140.00	-
SLCC	Annual membership	100.00	100.00	-
Giffords	CushionFall safety surfacing	1,350.00	1,125.00	225.00
Envirocare	Grass cutting (Sep)	288.00	240.00	48.00
Came & Company	Insurance	2,102.46	2,102.46	-
Dennis Barnfield	Spares	39.12	36.85	2.27
Amberol	Planters	1,108.80	924.00	184.80
Carol Slinger	B4RN materials & Pest Control	157.75	157.75	-
Royal British Legion	Silhouette	250.00	250.00	-
Water Plus	Burial Ground water supply (Sep)	4.80	4.80	-
Chris Baxter	Salary	70.10	70.10	-
Carl Richardson	Salary	296.23	296.23	-
Garry Bretherton	Salary	398.13	398.13	-
Luke Mills	Salary	464.16	456.87	7.29
	<b>TOTALS</b>	<b>£ 6,769.55</b>	<b>£ 6,302.19</b>	<b>£ 467.36</b>

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

**18/10/2762 Date of Next Meeting**

The next meeting of the Parish Council be arranged for Wednesday 14<sup>th</sup> November 2018 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 21:00.

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

Minutes subject to approval at the next meeting.