



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING Wednesday 14th November 2018 7:15pm at The Centre @ Halton

Chair: Cllr Barbara Duffy
Present: Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Anne Lamb, Cllr Karen Gibson, Cllr Chris Coates
Clerk: Luke Mills

18/11/2763 Apologies for absence

Cllr Carol Slinger, Cllr Michael Bateson, Cllr Kevin Frea

18/11/2764 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 10th October 2018 be accepted as a true record and signed by the Chair.

18/11/2765 Council

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

18/11/2766 District Council Report

Nothing to report.

18/11/2767 Suspension of Standing Orders

Nothing to report.

18/11/2768 To consider and approve reports:

a) Open Spaces Report

Completed

- New play bark around the basket swing and climbing net
- Garry has refurbished the other Memorial Garden bench
- Lots of leaf clearing
- Bollard in car park removed after being damaged by a car
- Willow fencing around the play area

Planned

- Repair the curved seat
- Repair the footpath sign nr the burial ground
- Repair or replace damaged MUGA fence panel nearest the road
- Trim the Link path hedge
- Repair skate park shelter

It was resolved: to use metal meshing to reinforce the plastic of the skate park shelter

Hours

- 83.5 hrs (incl. holiday). Approx. 300 hrs short of total annual budget.

b) HCA Report

Everything is running well.

c) Finance Report

The Parish Clerk reported that:

- HMRC VAT refund of £2,169 received
- Donation of £950 from Halton Gardening Group

- Estimated year-end balance is approximately £5,300 if remaining Emergency Fund and War Memorial budgets spent.
Note: The balance brought forward from last year was £8,851.

It was resolved: that to pay invoices for the War Memorial plaque £65.81 and printing leaflet of £60.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
5,028	Salary - Clerk	2,933	2,095	34,489	Precept	34,489	-
12,180	Salary - Groundstaff	6,129	6,051	875	Allotments	50	850
1,530	Training	840	690	151	Rent	131	20
4,542	Grass Cutting	3,100	1,442	1,050	Burial Ground	1,685	200
150	Hedge Cutting	-	150	10	Bank Interest	37	15
300	Play Inspection	200	-	-	Damage	-	-
2,000	Repairs & Renewals	2,724	400	-	General	200	-
400	Pitch Feed	375	-	-	Grants	3,680	-
5,270	Public Works Loan	2,069	2,069	-	Donations	950	-
200	Audit	200	-	2,300	VAT	2,169	743
72	Bank Charges	36	36				
240	Clerks Expenses	112	128	38,875	TOTAL	43,390.74	1,828
1,734	HCA	877	857				
2,128	Insurance	2,102	-		ACTUAL		
555	Subs	446	109		Gross Receipts	52,242.24	
50	Water	24	26		Gross Payments	34,652.26	
250	Website	-	250		BALANCE IN HAND	17,589.98	
20	S137	20	-				
-	Refunds	44	-		FORECAST		
-	Assets	1,424	-		Receipts		54,070
-	B4RN	57	45		Payments		48,447
-	Emergency Response & Flood Grant	794	1,235		FORECAST BALANCE		5,623
-	Recreational Area Improvements	2,074	-				
-	War Memorial Restoration	5,260	380				
36,649.00	NET TOTAL	31,840.37	15,964		FUND BALANCES		
	VAT claimed	2,168.97			General A/C	8,804.95	
2,300	VAT to be claimed	642.92			Village Improvement A/C	8,785.03	
38,949.00	GROSS TOTAL	34,652.26	48,447		FUND TOTAL	17,589.98	

It was resolved: to accept the Finance Report to 14th November 2018.

d) Allotments

The Clerk reported that the tenant of plot 5a has asked if a tree could be trimmed back that is overhanging her plot. Cllr Gibson reported that one plot is looking a little untidy, but given the time of year it is not an issue yet.

It was resolved: that the groundsmen check the steps handrail, try and ease the gate catch and to clear the path to the gate.

e) Burial Ground

It was resolved: that the Parish Clerk respond to the request for a new bench.

f) Planning

New Applications

- Reserved matters application for the erection of 76 dwellings with associated landscaping
18/01117/REM | Land Between Low Road And Forge Lane Halton Lancashire
- Discharge of conditions 5 and 10 on approved application 17/01423/REM
18/00156/DIS | Land At Low Road Halton Lancashire
- Works to various trees
18/0165/TPO | Land At Low Road Halton Lancashire
- Change of use of domestic garden shed (C3) to holiday accommodation (C1)
18/01259/CU | 16 Harrowdale Park Halton Lancaster Lancashire LA2 6QS
- Demolition of the existing garage and erection of a double garage and alterations to existing access |
18/01390/FUL | 77 Beech Road Halton Lancaster Lancashire LA2 6QH

Permitted

- Erection of 66 dwellings with associated access, landscaping, open space, drainage, highway and parking arrangements and land re-profiling works
17/00224/FUL | Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire
- T1 - Cypress - Fell
18/0153/TCA | Greenways Church Brow Halton Lancaster Lancashire LA2 6LP
- 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
- Erection of single storey rear and side extension
18/01185/FUL | 42 Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
- Advertisement application for the display of 3 flags and 1 free standing v-board sign
18/01180/ADV | Land Between Low Road And Forge Lane Halton Lancashire
- Erection of a first floor extension to the rear elevation
18/00974/FUL | 105 High Road Halton Lancaster Lancashire LA2 6PS
- Change of use of agricultural land to domestic and erection of a single storey side extension
18/00844/FUL | Woods Barn Laverick Road Halton Lancaster Lancashire LA2 6PH
- Erection of a shed
18/01209/FUL | 4 Haylot Drive Halton Lancaster Lancashire LA2 6NW

The reserved matters application from Story Homes (18/01117/REM) seeks approval for the previously approved reserved matters, with amendments to the approved house types. Communication from Story Homes indicates that they plan to start in the new year (likely February) following discharge of our pre-commencement planning conditions; with the build taking approximately 3 years.

The Russell Armer development (17/00224/FUL) off High Road has been approved with various planning conditions, including management of the flood risk.

Cllr Jefferson reported that the traveller site application did not go to committee has been postponed, apparently to gather additional legal advice.

g) Neighbourhood Plan Report

Nothing to report.

18/11/2769 Review of Draft Allotment Rules

Cllr Gibson presented the draft allotment rules, which have been re-written to make them more readable and clearer.

It was resolved: that a 6-month notice period be given for a change in pricing.

It was resolved: that the new rules be approved subject to the changes noted and that they are distributed when tenants are sent reminder letters for the fees due on 1st January 2019.

18/11/2770 Review of Burial Ground Rules

The Clerk presented the draft Burial Ground Rules, which have been modified to make them more readable and clearer.

It was resolved: that the Clerk updated the rules according to the comments provided.

18/11/2771 Chainsaw Training and Equipment

It was resolved: that a multi-use pole pruner and hedge cutter be purchased up to £1,000 + vat.

It was resolved: that the Clerk asks the insurer about use of Pole Pruners.

It was resolved: that the Clerk investigates pole pruner training courses for 2-3 groundsmen.

18/11/2772 Precepting – Capital Expenditure for the next FY

The PC discussed the purchasing of new play equipment, possibly at St Wilfrid's Park.

It was resolved: that the Clerk put in £2-3k for a nest swing (say)

It was resolved: that the Clerk investigate the cost of slide down the slope.

18/11/2773 Approve Internal Audit Report

The Clerk reported that the paperwork for the current FY to date was reviewed the local audit team with no issues arising.

It was resolved: that the internal audit report was approved

18/11/2774 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Gross	Net	VAT
Chris Baxter	Salary & expenses	97.90	97.90	-
Carl Richardson	Salary & expenses	232.43	227.23	5.20
Garry Bretherton	Salary & expenses	328.13	328.13	-
Luke Mills	Salary & expenses	460.16	453.30	6.86
Envirocare	Grass cutting (Oct)	288.00	240.00	48.00
Royal British Legion	Donation for wreath	20.00	20.00	-
Unity Trust Bank	Service Charge	18.00	18.00	-
Carol Slinger	Purchasing of equipment for emergencies	627.32	522.77	104.55
Signs Express	War Memorial placard	65.81	54.84	10.97
Bay Typesetters	Remembrance Service leaflets	60.00	60.00	-
TOTALS		£ 2,197.75	£ 2,022.17	£ 175.58

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

18/11/2775 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 12th December 2018 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 20:10.

Signed..... Chair Date

Minutes subject to approval at the next meeting.