



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 12th December 2018 7:15pm at The Centre @ Halton

Chair: Cllr Carol Slinger
Present: Cllr Brian Jefferson, Cllr Barbara Duffy, Cllr Anne Lamb, Cllr Carol Slinger, Cllr Michael Bateson, Wrenman Homes spokesperson
Clerk: Luke Mills

18/12/2776 Apologies for absence
 Cllr Chris Coates, Cllr Karen Gibson, Cllr Kevin Frea

18/12/2777 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 14th November 2018 be accepted as a true record and signed by the Chair.

18/12/2778 Council

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

18/12/2779 Suspension of Standing Orders

A Wrenman Homes spokesperson came to speak about an outline proposal to extend the current development beyond the power lines. They are currently going through the pre-planning process. They passed around some proposed ideas for the site layout.

18/12/2780 To consider and approve reports:

a) Open Spaces Report

Completed

- War Memorial Commemoration preparations
- Refurbished the other Memorial Garden bench
- Strim of path between Burial Ground and Halton Road
- Trimming of Link Path
- Leaf clearing
- Willow fencing around the play area completed
- Skate Park shelter repaired

Planned

- MUGA fencing repairs

Hours

- 84 hrs (incl. holiday). Approx. 492 hrs left in total annual budget

General

- Barnfields supplied the new Stihl pole pruner and hedge cutter and provided some training on their use.
- The Kubota is currently being serviced since it has not been working well.
- Chris has been trying to source some replacement MUGA fencing. Whilst the fencing is a reasonable price the delivery prices have proved very expensive. The first quote (for one 2x3m panel) was £425, but he has managed to find another quote of £305. Another quote for supply and installation was £660.
- A pole pruner trainer has been contacted who could provide training for all the ground staff in January for £195 per person.
- The MUGA needs a new sign to make it clear that bikes, scooters, etc. are not allowed in there.

It was resolved: that the Clerk books the ground staff onto the pole pruning training at a cost of up to a total of £600.

It was resolved: that the Clerk investigates cheaper options for replacing the MUGA fencing

It was resolved: that the Clerk organises the pricing-up of improving the area between the play area and Centre entrance, including using granite sets behind the curved seat, installing a extra seat and putting back the sign.

It was resolved: that the Clerk designs and purchases a new MUGA sign for £195 + vat.

Cllr Jefferson reported that the Football Club are looking at an alternative location for a full-sized football pitch.

b) HCA Report

Cllr Jefferson reported the goods news that HCA have a new trustee.

Cllr Slinger reported that there is a long-term idea for a community minibus.

c) Finance Report

The Parish Clerk reported that:

- Estimated year-end balance is approximately £6,500 if remaining Emergency Fund and War Memorial budgets are spent. There is some uncertainty about the likely under-spend on the ground staff salaries.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
5,028	Salary - Clerk	3,352	1,676	34,489	Precept	34,489	-
12,180	Salary - Groundstaff	7,203	3,700	875	Allotments	50	850
1,530	Training	840	690	151	Rent	131	20
4,542	Grass Cutting	4,542	-	1,050	Burial Ground	2,105	200
150	Hedge Cutting	140	-	10	Bank Interest	37	15
300	Play Inspection	200	-	-	Damage	-	-
2,000	Repairs & Renewals	3,437	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	1,243
72	Bank Charges	36	36				
240	Clerks Expenses	120	80	38,875	TOTAL	43,810.74	2,328
1,734	HCA	877	857		ACTUAL		
2,128	Insurance	2,102	-		Gross Receipts	52,662.24	
555	Subs	446	109		Gross Payments	40,000.88	
50	Water	34	16		BALANCE IN HAND	12,661.36	
250	Website	93	30				
20	S137	20	-		FORECAST		
-	Refunds	44	-		Receipts		54,990
-	Assets	2,222	-		Payments		48,467
-	B4RN	57	45		FORECAST BALANCE		6,524
-	Emergency Response & Flood Grant	794	712				
-	Recreational Area Improvements	2,074	-		FUND BALANCES		
-	War Memorial Restoration	5,312	213		General A/C	3,876.33	
36,649.00	NET TOTAL	36,588.81	10,635		Village Improvement A/C	8,785.03	
	VAT claimed	2,168.97			FUND TOTAL	12,661.36	
2,300	VAT to be claimed	1,243.10					
38,949.00	GROSS TOTAL	40,000.88	48,467				

It was resolved: to accept the Finance Report to 12th December 2018.

d) Allotments

The Clerk reported that fee reminder letters along with a copy of the new Allotment Rules have been sent out.

e) Burial Ground

The Clerk reported that there are only 3 plots left in the Church of England section. The Registrar from the Diocese of Blackburn has been contacted to see what needs to happen. The Clerk met an architect from Harrison Pit Architects who indicated that creating some new plans would be straightforward, requiring about half a day's work from a topographical surveyor and similarly from the architects. The Clerk is awaiting a guide price.

The Parish Council did not consider that the use of an architect was necessary.

It was resolved: that Clerk identifies the woodland interment.

It was resolved: that presales of plots in the CoE section will be suspended until further notice.

It was resolved: that the Clerk attempts to bring substantive plans to the next meeting using the original plans.

f) Planning

New Applications

- Erection of a single storey rear extension
18/01506/FUL | 4 Forgewood Drive Halton Lancaster Lancashire LA2 6NY

Permitted

- Erection of stable block, creation of hardstanding, changes to land levels and associated landscaping
18/01124/FUL | Skirpin Cottage High Road Halton Lancashire LA2 6PH
- Canopy reduction work to trees - T23, T24, G25, T26 T27 & T28
18/0165/TPO | Land At OSGR E350819. N464830 Low Road 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

Cllr Jefferson reported that Wrenman Homes have asked whether an advertising hoarding could be placed on the football store in the recreational grounds.

It was resolved: that permission will not be granted for an advertising hoarding.

Cllr Jefferson reported that planning permission on the traveller's site has been approved on a temporary basis (3 years).

g) Neighbourhood Plan Report

Nothing to report.

h) District Councillor Report

Nothing to report.

18/12/2781 Russell Armer development (18/01422/FUL)

Cllr Jefferson reported that RA have applied for full planning application but with substantially less affordable homes.

It was resolved: that the Clerk objects to 18/01422/FUL on behalf of the council.

18/12/2782 Flooding

Cllr Lamb attended "Local Flooding 1 year on" meeting with the Local Flood Action groups and agencies recently. The Local Lead Flood Authority (Lancashire County Council) did not attend, but someone from Jacobs was present; apparently they are undertaking the flood study in Halton and Galgate. Cllr Lamb asked if they wanted more information, but they were not interested. The Parish Council had been led to believe that Jacobs would be liaising with the local community, but there has been no evidence of this occurring. The Parish Council voiced concerns over the lack of communication and engagement.

United Utilities said they are looking into taking responsibility for assessing urban SUDS.

Cllr Slinger has asked County Council if a flood pond could be made on the field next to Shefferlands house, but has not received a response.

The PC discussed the Emergency plan – it is at a dead-end until a team of volunteers can be formed. It needs someone to drive the completion stage.

It was resolved: that the Clerk make a Freedom of Information request to the LLFA in order to find out more information about the flood study. Does it meet the requirements of Section 19 of the Flood and Water Management Act 2010? What are the timescales?

It was resolved: that a request be made in the next Prattle for Emergency Response volunteers.

18/12/2783 War Memorial Artwork

Cllr Jefferson has taken up the art work and silhouette and placed them temporarily in the store. Once they are properly packaged, they can be stored in the Burial Ground.

Cllr Jefferson reported that the planting circle at the War Memorial is difficult to maintain due to the slope and will be restored to grass.

It was resolved: that the ground staff re-turf the planting circle.

It was resolved: that relations of the soldiers who lost their lives will be given first choice of receiving the artwork. A decision on the remaining artwork will be made later in the spring or summer.

18/12/2784 Review of Draft Burial Ground Rules

The Clerk presented the revised draft Burial Ground Rules.

It was resolved: that the new Burial Ground Rules be accepted and approved subject to the following changes:

- Amend "10 year" clause to "past or present connection to Halton at the discretion of the Council."
- Set the charge for commemorative plaques on benches to £31 for local residents and £62 for non-residents

18/12/2785 Precepting – Capital Expenditure for the next FY

It was resolved: that changes to Allotment rents be deferred to June 2019.

It was resolved: that Burial Ground fees will remain unchanged.

It was resolved: that the Castle Hill rent will remain unchanged.

The Clerk reported that Envirocare has still not provided a quote. Lancaster City Council have confirmed that the costs for 2019 will remain unchanged.

It was resolved: that the Grass cutting budget will be reviewed at the next meeting.

It was resolved: to approve a £300 training budget.

It was resolved: that the salary for the Ground staff will be raised to £9 per hour.

It was resolved: that the salary of the Clerk will be reviewed at the next meeting.

It was resolved: that since a smaller loan is likely to be required for improving the recreational area that the PWLB loan repayment budget be reduced to £4,138.

It was resolved: to approve a £2,000 Repairs and Renewals budget

It was resolved: to approve a £1,500 Village Improvement budget

18/12/2786 To approve accounts for payment for expenses incurred since the last meeting

Payee	Description	Net	VAT	Gross
Lancaster City Council	St Wilfrid's Grass Cutting	1,442.00	288.40	1,730.40
Dennis Barnfield	Pole Pruner & fuel	832.32	161.38	993.70
Lancaster & Morecambe Coll	Materials for War Memorial artwork	51.90	-	51.90
Chris Baxter	Salary	223.43	2.66	226.09
Carl Richardson	Salary	358.75	-	358.75
Garry Bretherton	Salary	505.31	-	505.31
Luke Mills	Salary & purchases	1,157.66	119.74	1,277.40
Water Plus	Burial Ground water supply	9.60	-	9.60
E&M A Burrow & Son	Hedgecutting	140.00	28.00	168.00
Kath Bryne	Purchase of compost and plants	18.47	-	18.47
Carol Slinger	Purchase of spare keys	9.00	-	9.00
	TOTALS	£ 4,748.44	£ 600.18	£ 5,348.62

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

18/12/2787 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 9th January 2019 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 21:30

Signed..... Chair Date

Minutes subject to approval at the next meeting.