



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 10th July 2019 7:15pm at The Centre @ Halton

Chair: Cllr Carol Slinger
Present: Cllr Brian Jefferson, Cllr Anne Lamb
Clerk: Luke Mills

19/07/2856 Apologies
Cllr Barbara Duffy, Cllr Chris Coates

19/07/2857 Approval of Minutes of previous meeting
It was resolved: that the minutes of the meeting held on 12th June 2019 be accepted as a true record and signed by the Chair.

19/07/2858 Council

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

19/07/2859 Suspension of Standing Orders
Nothing to report.

19/07/2860 To consider and approve reports:

a) Open Spaces Report

Completed/In Progress

- Army path cleared
- Princes Trust path cleared -
- One boardwalk post replaced – more to go.
- Hedges trimmed along Low Road, the link path & burial ground
- Dog mess picker-upper purchased and given to the Centre so that the cleaners can clear the pitch before use

Planned

- The PlayDale playground inspection is due to occur in the last week of July. PlayDale have been informed that the nest swing may need replacing so that they can provide a quote once they have assessed it. Kompan have quoted £2,486 + vat to supply a replacement, though there are various options with varying costs.
- Dog mess signage at St Wilfrid's Park

Hours

- 91 hrs (incl. holidays) in June
- Chris cut his finger very badly so has not been working whilst it heals.

General

- One of the crossbeams from the group swings at St Wilfrid's Park was found on the ground. It is not clear whether the bolt came loose or was removed on purpose.
- Bench ends purchased. They have been given to the driver who damaged the original bench, who will reconstruct it.

A car reversed into one of the light posts in the Centre a few months ago; the same post has been hit again. Quotes are being sought to repair it from Highways and another electrician.

Halton Juniors have been repairing the pitch and it is looking good; the grass is growing back well.

b) HCA Report

HCA have recently held the Annual General Meeting. Overall everything is running very well with plenty of booking. They are continuing plans for the refurbishment of the downstairs toilets.

c) Finance Report

£250 has been received from Lancashire County Council to cover costs of maintaining Public Rights of Way. The bank charged £0.55 for the temporary overdraft and £8.00 for stopping the lost cheque.

Salaries will need to be paid in August and approved at the September meeting.

	GENERAL A/C	VILLAGE IMPROVEMENT A/C	TOTALS
B/fwd 12/6/2019	24,918.40	11,285.03	36,203.43
INCOME			-
PRoW Delivery Scheme	250.00		250.00
Burial Ground	63.00		63.00
Interest	36.73		36.73
TOTAL INCOME	349.73	-	349.73
Expenditure			-
Payments	2,400.60		2,400.60
TOTAL EXPENDITURE	2,400.60	-	2,400.60
Balance as at 10/7/2019	22,867.53	11,285.03	34,152.56

It was resolved: to accept the revised Finance Report to 10th July 2019.

d) Allotments

Nothing to report

e) Burial Ground

The consecration of the new Church of England section is progressing.

It was resolved: that the Chair and Vice-chair will sign the petition to the Bishop of Blackburn.

An electronic version of the paper plans that identifies the location of each grave plot has been created. This is easier to maintain and share in comparison to a paper version. Periodic paper copies of it could be printed as a backup.

It was resolved: that the electronic plans will be used instead of the paper versions.

f) Planning

New Applications

- Listed building application for the replacement of existing timber and uPVC windows with colour coated aluminium windows
 - 19/00667/LB | Nether Highfield Park Lane Halton Lancaster Lancashire LA2 6PE
- Listed building application for the retention of a single storey side extension
 - 19/00668/LB | Nether Highfield Park Lane Halton Lancaster Lancashire LA2 6PE
- AT1-6 - crown thinning, QT1 - crown thinning, DT1 - crown thinning and crown reduction, PT1 - remove
 - 19/0086/TCA | 5 Riverside Close Halton Lancaster Lancashire LA2 6NA

Decisions

- Non-material amendment to Reserved Matters consent 17/01423/REM to enlarge first floor bathroom window to House type H
 - 19/00798/NMA | **Permitted** | Land at OSGR E351057 N464848 Low Road Halton Lancashire
- Crown lift 1 X Ash Tree
 - 19/0071/TCA | **Permitted** | Hermitage Field Low Road Halton Lancashire
- Construction of dormer extensions to the front and rear elevations
 - 19/00450/FUL | **Permitted** | 18 Sykelands Grove Halton Lancaster Lancashire LA2 6QG
- Non-material amendment to planning permission 18/01117/REM for the removal of quoins from plots with stone elevations
 - 19/00431/NMA | **Refused** | Land at OSGR E350819. N464830 Low Road Halton Lancashire
 - *This appears to have been refused due to lack of information*
- Discharge of conditions 3,4 and 5 on approved application 18/01117/REM
 - 19/00051/DIS | **Refused** | Land Between Low Road and Forge Lane Halton Lancashire
 - *It is not clear why this was refused. Conditions 3,4 & 5 relate to providing the council with details of building materials to be used, details of the pedestrian link and details of cycle storage.*

Cllr Slinger has been in contact with Story Homes regarding routing a B4RN duct across the land as originally promised to the Parish Council at the meeting of 7th Feb 2017.

It was resolved: that the Parish Council will provide a letter of support for the local B4RN group.

g) District Councillor Report

Nothing to report.

19/07/2861 Consider request for fencing along top of Quarry Road bank

An elderly resident has asked whether the Parish Council would consider placing a fence (or similar) around the seating at the top of Quarry Road grass bank to make it safer. The Parish Council discussed the advantages and disadvantages of this request.

It was resolved: that the request for fencing around the seat is refused, on grounds of cost, increased complexity for grounds maintenance, ongoing maintenance and also the visual impact.

19/07/2862 Request to support Halton Heritage Group grant application

Cllr Coates has reported back on the grant application made to the Heritage Lottery Fund. The application was refused because the Halton Heritage Group is not yet setup. Therefore, they will ensure the group is fully formed and re-apply for grant funding.

It was resolved: that once the group is properly formed the PC will be happy to support the application.

19/07/2863 Review and Approve

a) Standing Orders

The proposed Standing Orders are a modified version of those from NALC; with references to committees removed.

It was resolved: that the Parish Clerk makes further amendments, to simplify some of the procedures.

b) Statement of Internal Control

The Statement of Internal Control is an expanded version of the previous "Review of Effectiveness of Internal Audit" and provides a context to the systems of control.

It was resolved: that the new Statement of Internal Control was considered, approved and adopted.

c) Code of Conduct

The revised Code of Conduct is based on the ones produced by NALC

It was resolved: that the updated Code of Conduct was considered, approved and adopted.

d) Financial Regulations & Payment Procedures

The Financial Regulations have been updated to provide £200 delegated purchasing authority to the Clerk against approved budgets.

It was resolved: that the updated Financial Regulations and Payment Procedures were considered, approved and adopted.

19/07/2864 Prattle Article

It was resolved: that the article mentions the need for new councillors, the damage to the group swing at St Wilfrid's Park and asks for suggestions for new play equipment at St. Wilfrid's Park to replace the climbing frame.

19/07/2865 Consider and approve purchasing

120 new chairs to be stored in the Centre for use by the community

It was resolved: that up to £3,500 + vat can be spent on providing new chairs.

19/07/2866 To approve accounts for payment for expenses incurred since the last meeting

Reimbursements for Purchases

Luke Mills

		Net	Vat	Gross
	Cast Iron Bench ends	230.00	-	230.00
	Grant of Exclusive Righ of Burial Register	103.00	20.60	123.60
	Dog waste rake & bin	21.08	4.22	25.30
	Dog waste bags	5.79	1.16	6.95
	Printer toner	14.75	2.95	17.70
	Stamps	8.40	-	8.40
	Mileage	61.65	-	61.65
	TOTAL	£ 444.67	£ 28.93	£ 473.60

Chris Baxter

	Net	Vat	Gross
Fuel	15.87	3.17	19.04
TOTAL	£ 15.87	£ 3.17	£ 19.04

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	6.20	6.20	-
Envirocare	Grass cutting (June)	432.00	360.00	72.00
HMRC	Tax for 1st quarter	114.17	114.17	-
Dennis Barnfield	Fuel	57.25	50.05	7.20
G.Bretherton	Salary	225.00	225.00	-
C.Richardson	Salary	369.00	369.00	-
C.Baxter	Salary	127.04	123.87	3.17
L. Mills	Salary & purchases	1,043.39	1,014.46	28.93
Unity Trust Bank	Bank fees (service charge, interest & che	26.55	26.55	-
	TOTALS	£ 2,400.60	£ 2,289.30	£ 111.30

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

19/07/2867 Date of Next Meeting

The next meeting of the Parish Council be arranged for 11th September 2019 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 20:35. Minutes subject to approval at the next meeting.

Signed..... Chair Date

DRAFT