



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING

Wednesday 8<sup>th</sup> January 2020 7:15pm at The Centre @ Halton

**Chair:** Cllr Carol Slinger

**Present:** Cllr Barbara Duffy, Cllr Brian Jefferson, Cllr Chris Coates, Cllr Anne Lamb, Cllr Naomi Turner

**Clerk:** Luke Mills

**20/01/001 Apologies**

None

**20/01/002 Approval of Minutes of previous meeting**

**It was resolved:** that the minutes of the meeting held on 11<sup>th</sup> December 2019 be accepted as a true record and signed by the Chair.

**20/01/003 Council**

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

**20/01/004 Suspension of Standing Orders**

Nothing to report.

**20/01/005 To consider and approve reports:**

**a) Open Spaces Report**

**Completed/In Progress**

- Clearance of weeds around the vicinity of the mini roundabout.
- MUGA power-washed
- Litter picking around the Centre, Army camp path
- Started installing some low netting along base of the football pitch hedge

**Planned**

- Kubota service
- Repairing fence between the High Rd and Plantation near the mini roundabout
- Centre (Play Area): Continue replacing rotten boardwalk posts and repairing play area fencing. Replacement wood and bolts have been ordered.
- Centre (Recreational area): One of the panels of the shelter needs replacing.
- Centre (General): Repair path down to the field with some self-binding gravel.
- Burial Ground: Repair frame and door
- St Wilfrid's Park: Postcrete trail post(s) to remove movement
- Allotment paddock: Trim lower branches of trees so that they pose less of a hazard when cutting the grass.
- MUGA: Obtain advice/quote on repairing or renewing surface

**Hours**

- 69 (incl. holidays + 2 sick days) in December.

**General**

- Still awaiting a response from the pole pruning trainer.

**It was resolved:** that the Clerk investigates the costs of a basic Health, Safety and Environmental Awareness Course.

**b) HCA Report**

The Ceilidh raised £950. Some maintenance tasks over the Christmas period, including replacing ceiling panels. The grey water usage is still an issue. There will be a thank you for volunteers on the 15<sup>th</sup> January.

**c) Finance Report**

The insurance claim of £600 has been received.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,838	Salary - Clerk	5,547	1,291	36,169	Precept	36,169	-
12,528	Salary - Groundstaff	9,132	2,694	865	Allotments	566	299
300	Training	-	700	151	Rent	135	16
5,442	Grass Cutting	4,000	1,442	1,200	Burial Ground	1,984	-
140	Hedge Cutting	150	-	15	Bank Interest	88	16
300	Play Inspection	195	-	-	Damage	-	-
2,000	Repairs & Renewals	2,751	500	-	General	675	-
400	Pitch Feed	375	-	-	Grants	250	-
4,138	Public Works Loan	4,138	-	-	Donations	3,000	-
200	Audit	200	-	2,300	VAT	2,863	-
72	Bank Charges	45	27				
180	Clerks Expenses	259	40	40,700	<b>TOTAL</b>	<b>45,730.96</b>	<b>331</b>
1,500	HCA	1,142	358				
2,192	Insurance	2,253	-		<b>ACTUAL</b>		
500	Subs	651	-		Gross Receipts	£55,605	
50	Water	62	19		Gross Payments	£40,996	
150	Website	111	-		<b>BALANCE IN HAND</b>	<b>£14,609.51</b>	
20	S137	20	-				
-	Refunds	-	-		<b>FUND BALANCES</b>		
-	Assets	7,100	-		General A/C	£3,324	
-	Misc	158	-		Village Improvement A/C	£11,285	
95	B4RN	59	36		<b>FUND TOTAL</b>	<b>£14,609.51</b>	
1,235	Emergency Response & Flood Grant	-	1,235				
328	War Memorial Restoration	-	328				
38,608.00	<b>NET TOTAL</b>	<b>38,348.49</b>	<b>8,670</b>		<i>FORECAST (incl outstanding commitments)</i>		
	VAT claimed	1,362			Receipts		55,936
2,300	VAT to be claimed	1,285			Payments		49,666
40,908.00	<b>GROSS TOTAL</b>	<b>40,995.77</b>	<b>49,666</b>		<b>FORECAST BALANCE</b>		<b>6,270</b>

It was resolved: to accept the revised Finance Report to 8<sup>th</sup> January 2020.

**d) Allotments, including measures for controlling rat population**

Rent letters were sent out to all tenants before Christmas; approximately half of the tenants have paid so far. Additional reminders will be sent out later in the month for those that have not paid.

No progress on meeting the initial pest controller so another pest controller will be contacted.

**e) Burial Ground**

It is still unclear whether the consecration ceremony will occur on Sunday 12th.

**f) Planning**

**New Applications**

- 19/01508/FUL | Demolition of existing rear store and erection of a single storey rear extension
  - 2 - 4 High Road Halton Lancaster Lancashire LA2 6PS

**Permitted**

- 19/01331/LB | Listed building application for the installation of two rooflights to the rear elevation
  - The Cottage Halton Green West Green Lane Halton Lancaster Lancashire LA2 6PA

**g) District Councillor Report**

Nothing to report.

**20/01/006 To consider alternative locations for recycling point**

All recycling facilities were removed from the Greyhound before Christmas; they are being kept aside for the moment to see if the Parish Council wishes to site them at the Centre.

The Waste Management Officer at LCC has confirmed that there would be a charge of £2.06 per month for a glass recycling bin. Any other recycling facilities would be for residential purposes only. They would organise a weekly collection. Access did not seem to be an issue.

It was resolved: that the Clerk asks HCA whether they wish to take up the offer of the Glass & tetra pak recycling.

20/01/007 To consider and approve precept for 2020-21

<b>PRECEPT BUDGET</b>	<b>2020/21</b>
<b>ANTICIPATED EXPENDITURE</b>	
<b>REVENUE ACCOUNT</b>	
<b>Staff Costs</b>	
Salary - Clerk	6,994
Salary - Groundsmen	11,383
Training	300
<b>Loan Interest/Capital Repayments</b>	
Public Loan Board repayments	4,500
<b>Administration</b>	
Audit costs	200
Bank Charges	72
Clerks expenses & stationery	240
HCA	1,956
Insurance	2,287
Subscriptions	660
Water rates (burial ground)	74
Web site	130
<b>Maintenance</b>	
Grass Cutting	6,842
Hedge cutting	150
Play equipment inspections	450
Repairs and Renewals	3,400
Weed & Feed Pitch	380
<b>Other</b>	
Section 137	20
<b>TOTALS</b>	<b>40,039</b>
<b>CAPITAL ACCOUNT</b>	
Future village improvements	500
<b>TOTAL ANTICIPATED EXPENDITURE</b>	<b>40,539</b>
<b>ANTICIPATED INCOME</b>	
<b>REVENUE ACCOUNT</b>	
Rents: Allotments	935
Castle Hill	131
HCA	10
Football Shed	10
Burial ground fees	1,200
Bank interest	40
<b>TOTAL</b>	<b>2,326</b>
<b>FORECAST YEAR END BALANCE</b>	<b>-</b>
<b>TOTAL ANTICIPATED INCOME</b>	<b>2,326</b>
<b>Precept as Calculated</b>	
Estimated expenditure	40,539
Estimated income	2,326
<b>Calculated Precept</b>	<b>38,213</b>
<b>PRECEPT as CLAIMED</b>	
<b>Total Forecast Spending</b>	<b>40,539</b>
<b>Total Forecast Income</b>	<b>2,326</b>
<b>CLAIMED PRECEPT</b>	<b>38,213</b>
<b>% Change</b>	<b>5.7%</b>
<b>Parish Tax Base</b>	<b>1020.34</b>
<b>Parish Tax Rate</b>	<b>37.45</b>
<b>% Change in Parish Tax Rate</b>	<b>2.8%</b>

**It was resolved:** that Lancaster City Council is asked to pay Halton with Aughton Parish Council the sum of £38,213 to meet the expenses of the Parish Council for 2020-21.

**20/01/008 Consider and approve purchasing:****a) New LED lighting for the Centre car park**

**It was resolved:** that the car park lighting units will be replaced with LED lighting units at a cost of £772.80 + vat.

**20/01/009 To consider and approve accounts for payment for expenses incurred since the last meeting**Reimbursements for Purchases

Payee	Description	Net	Vat	Gross
L Mills	Telescopic ladder	£66.66	£13.33	<b>£79.99</b>
C.Slinger	Safety Barrier Fencing	£20.00	£3.99	<b>£23.99</b>

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	<b>6.20</b>	6.20	-
G.Bretherton	Salary	<b>247.05</b>	247.05	-
C.Richardson	Salary	<b>333.00</b>	333.00	-
L. Mills	Salary & reimbursements	<b>649.78</b>	636.45	13.33
HMRC	3rd quarter tax & NIC	<b>103.80</b>	103.80	-
C. Slinger	Reimbursements	<b>23.99</b>	20.00	3.99
Lancashire County Council	New lighting in Centre car park	<b>927.36</b>	772.80	154.56
E & M A Burrow & Son	Hedgecutting	<b>180.00</b>	150.00	30.00
	<b>TOTALS</b>	<b>£ 2,471.18</b>	<b>£ 2,269.30</b>	<b>£ 201.88</b>

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

**20/01/009 To approve date of next Parish Council Meeting**

The next meeting of the Parish Council be arranged for 12<sup>th</sup> February 2020 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 19:55. Minutes subject to approval at the next meeting.

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