



## HALTON WITH AUGHTON PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING Wednesday 13<sup>th</sup> May 2020 7:15pm – Virtual meeting

**Chair:** Cllr Carol Slinger

**Present:** Cllr Chris Coates, Cllr Naomi Turner, Cllr Anne Lamb, Cllr Barbara Duffy, Cllr Brian Jefferson, 1 member of the public

**Clerk:** Luke Mills

**20/05/044 To elect:**

a) a Chair for the next 12 months and to receive the declaration of office

**It was resolved:** that Cllr Slinger be elected Chair for the next 12 months; declaration of office to be signed at a later date.

b) a Vice-Chair for the next 12 month and to receive the declaration of office

**It was resolved:** that Cllr Duffy be elected Vice-Chair for the next 12 months; declaration of office to be signed at a later date.

**20/05/045 To receive apologies for absence and to approve the reasons given**

Cllr Jefferson joined the meeting at 7:50pm. No other apologies.

**20/05/046 To approve the minutes of the meeting held on 15th April 2020 as an accurate record**

**It was resolved:** that the minutes be accepted as a true record and to be signed by the Chair at a later date.

**20/05/047 Declarations of Interests**

The Clerk and Cllr Coates are members of Lune Valley Community Land Trust. Cllr Coates is a member of Halton Senior Cohousing.

**20/05/048 Suspension of Standing Orders**

A member of the Community Land Trust spoke about the planned development for 20 affordable homes between Forge Lane and Mill Lane. It will be a mix of 1 bed flats and 2/3/4 bed homes. They explained that there is a pre-planning consultation exercise occurring at the moment in preparation for a planning application.

**20/05/049 To consider and approve reports:**

**a) Open Spaces Report**

**Completed/In Progress**

- Grass cutting on recreational area, around the Centre and St Wilfrid's Park
- Servicing of mower and decimator
- New posts on boardwalk
- The pitch was treated with the annual fertilizer and weed killer

**Planned**

- St Wilfrid's Park needs cutting again.
- Painting woodwork at the Burial Ground
- Maintenance of bus shelter at the shops
- Weed treatment near the mini-roundabout and on Quarry Road.

**Hours**

- 26.5 work + 27.5 hrs sick (median of the last 3 years)

**General**

**b) HCA Report**

About 90 volunteers on the COVID team; the buddy system seems to be working well. The Centre has been used by the "Scrubs" team.

**c) Finance Report**

- After contacting the PWLB department, they sent a final statement which confirmed that the last payment occurred in September 2019.
- The PC has claimed the Small Business Support Grant after prompting from Lancaster City Council. This grant has been made available to most organisations that claim small business rates relief. The grant of £10,000 has been approved, received and allocated to the Village Improvement account.
- The VAT refund of £1966 for the period ending 31st March 2020 has been received.

Financial Statement -13th May 2020				Balance b/f 1st April 2020		12,202.06	
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,994	Salary - Clerk	1,153	5,841	38,213	Precept	38,213	0
11,383	Salary - Groundstaff	1,153	10,230	935	Allotments	-	935
300	Training	-	300	151	Rent	-	151
6,842	Grass Cutting	2,110	4,732	1,200	Burial Ground	315	885
1,587	HCA Litter	-	1,587	40	Bank Interest	-	40
150	Hedge Cutting	-	150	-	Damage	-	-
450	Play Inspection	-	450	-	General	-	-
3,400	Repairs & Renewals	128	3,272	-	Grants	10,000	-
380	Pitch Feed	375	5	-	Donations	-	-
4,500	Public Works Loan	-	4,500		VAT	1,967	
200	Audit	-	200	40,539	<b>TOTAL</b>	<b>50,494.54</b>	<b>2,011</b>
72	Bank Charges	-	72				
240	Clerks Expenses	-	240		<b>ACTUAL</b>		
369	HCA Hire	-	369		Gross Receipts	£62,697	
2,287	Insurance	-	2,287		Gross Payments	£5,526	
660	Subs	-	660		<b>BALANCE IN HAND</b>	<b>£57,170.71</b>	
74	Water	4	70				
130	Website	-	130		<b>FUND BALANCES</b>		
20	S137	-	20		General A/C	£34,636	
-	Refunds	-	-		Village Improvement A/C	£22,535	
-	Assets	283	283		<b>FUND TOTAL</b>	<b>£57,170.71</b>	
-	Misc	-	-				
36	B4RN	-	36				
1,235	Emergency Response & Flood Grant	-	1,235		<i>FORECAST (incl outstanding commitments)</i>		
328	War Memorial Restoration	-	328		Receipts		64,708
41,638	<b>NET TOTAL</b>	<b>5,206.63</b>	<b>36,431</b>		Payments		41,957
	VAT claimed	319			Balance (less allocated budgets)		22,751
	VAT to be claimed	-			<b>Forecast Balance</b>		<b>24,350</b>
41,638	<b>GROSS TOTAL</b>	<b>5,525.89</b>	<b>41,957</b>				

It was resolved: to accept the Finance Report to 13<sup>th</sup> May 2020.

**d) Allotments**

Sightings of rats have been reported by tenants. Most plots are looking good.

**e) Burial Ground**

Nothing to report.

**f) Planning**

**New Applications**

- [20/00046/DIS](#) | Discharge of conditions 3 and 7 on approved application 18/00632/FUL
  - Whinney Hill Farm Aughton Road Aughton Lancaster Lancashire LA2 6PQ
- [20/00436/FUL](#) | Erection of a single storey infill extension to front elevation
  - Broadoaks Addington Road Halton Lancaster Lancashire LA2 6PG

**Permitted/Granted/Not required**

- 20/00122/FUL | Retrospective application for the retention of a single storey rear extension with terrace, balcony above and steps to the side
  - The Conifers Church Brow Halton Lancaster Lancashire LA2 6LP

**Split Decision**

- 19/00131/DIS | Discharge of conditions 3,4,5 and 6 on approved application 16/01498/CU
  - Whinney Hill Farm Aughton Road Aughton Lancaster Lancashire LA2 6PQ

Cllr Coates reported that the planning department has little capacity to review the draft neighbourhood plan at the moment. They have indicated that we may need to carry out another 6-week consultation due to a misunderstanding over the process.

**g) District Councillor Report**

Nothing to report.

**20/05/050 To consider application for the erection of 11 homes: [20/00277/FUL on Low Road](#)**

Original application provided less affordable homes than LCC guidance, so an offer of 1-2 affordable home seems inadequate.

**It was resolved:** that Parish Council responds indicating that at least 3 affordable homes would be expected.

**20/05/051 To consider responses to pre-planning consultations (Mill Lane Community Homes, Senior Cohousing)**

**It was resolved:** that the Parish Council will respond positively to both consultations.

**20/05/052 To appoint the following:****a) Responsible Finance Officer (RFO) for the next 12 months**

**It was resolved:** to re-appoint the Parish Clerk (Luke Mills) to the role of Responsible Finance Officer for the next 12 months.

**b) Representatives on the Halton Community Association (HCA) for the next 12 months**

**It was resolved:** that Cllr Slinger & Cllr Turner will represent the Parish Council on the Halton Community Association for the next 12 months.

**c) Representatives on the Burton & Rigby Educational Foundation for the next 12 months**

**It was resolved:** that Cllr Slinger & Cllr Coates will represent the Parish Council on the Burton & Rigby Educational Foundation for the next 12 months.

**20/05/053 Determine meeting dates for the next 12 months**

**It was resolved:** to continue to meet at 7:15pm on the 2<sup>nd</sup> Wed of each month except for August.

**20/05/054 To consider and approve accounts for payment for expenses incurred since the last meeting**Reimbursements for Purchases

Payee	Description	Net	Vat	Gross
Chris	Fuel for machinery	54.85	10.97	65.82

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	<b>2.16</b>	2.16	
G.Bretherton	Salary	<b>255.75</b>	255.75	
C.Richardson	Salary	<b>172.05</b>	172.05	
C.Baxter	Salary & reimbursements	<b>125.42</b>	114.45	10.97
L. Mills	Salary	<b>582.79</b>	582.79	
Envirocare	Grass cutting (Apr)	<b>648.00</b>	540.00	108.00
Greenthumb	Pitch treatment	<b>450.00</b>	375.00	75.00
Aughton Parish Church Council	Grass cutting in Aughton	<b>1,300.00</b>	1,300.00	

**It was resolved:** to approve the above expenditure.

**20/05/055 To confirm the date of next Parish Council Meeting**

The next meeting of the Parish Council will be arranged for 10<sup>th</sup> June 2020 at 7:15pm remotely. There being no further business the Chair declared the meeting closed at 20:15. Minutes subject to approval at the next meeting.

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