



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 10th June 2020 7:15pm – Virtual meeting

Chair: Cllr Carol Slinger

Present: Cllr Naomi Turner, Cllr Anne Lamb, Cllr Barbara Duffy (on phone), Cllr Brian Jefferson, 1 member of the public

Clerk: Luke Mills

20/06/056 To receive apologies for absence and to approve the reasons given

Cllr Chris Coates.

20/06/057 To approve the minutes of the meeting held on 13th May 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.

20/06/058 Declarations of Interests

Nothing to report.

20/06/059 Suspension of Standing Orders

A representative from Halton Juniors football team spoke. They are planning for Halton Juniors to restart training in 2-3 weeks after FA approval, but they are going through risk assessments. Initially this will be small training groups (5 kids + coach).

Question: How do they book the football pitch whilst the Centre is closed? **Action:** Cllr Jefferson will check.

Question: They have successfully obtained some foundation funding for some new goal posts. They would like permission from the PC to store them near the football store. **Action:** Clerk to add to next agenda, including considering new hard standing for bins.

20/06/060 To consider and approve reports:

a) Open Spaces Report

Completed/In Progress

- Cleaning and emptying bins around the Centre
- Grass cutting at St Wilfrid's Park
- Weed spraying around the mini-roundabout & Quarry Rd

Planned

- General maintenance at the Burial Ground
- Maintenance of bus shelter at the shops
- Removing vegetation/overgrowth along the Army Camp path, Burial Ground path and Crook O'Lune footpath
- The annual playground inspection will be organised as soon as possible. The plan is to use the same firm as last year (PlayDale).
- Need to prepare to cut the grass in the Play Area and also to tidy-up willow; rebuild the flower beds.

Hours

- 83 hrs incl. sick

General

- In order to minimise COVID risks the following items were purchased for the ground staff: hand sanitiser, alcohol spray, soap, water container (for a hand washing station), portable toilet (whilst the Centre is closed).

b) HCA Report

The Halton Community Association recently received the Queens Award for Voluntary Service; congratulations to all those involved in the running of the Centre.

The Centre is still closed, though they are hoping to open on the 4th July. A grant may be available to help re-opening.

Building work has started on the Changing Places toilets.

c) Finance Report

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,994	Salary - Clerk	1,735	5,259	38,213	Precept	38,213	0
11,383	Salary - Groundstaff	1,824	9,559	935	Allotments	-	935
300	Training	-	300	151	Rent	20	131
6,842	Grass Cutting	2,650	4,192	1,200	Burial Ground	378	822
1,587	HCA Litter	-	1,587	40	Bank Interest	-	40
150	Hedge Cutting	-	150	-	Damage	-	-
450	Play Inspection	-	450	-	General	-	-
3,400	Repairs & Renewals	426	2,974	-	Grants	10,000	-
380	Pitch Feed	375	5	-	Donations	-	-
4,500	Public Works Loan	-	4,500		VAT	1,967	
200	Audit	-	200				
72	Bank Charges	-	72	40,539	TOTAL	50,577.54	1,928
240	Clerks Expenses	35	205				
369	HCA Hire	-	369		ACTUAL		
2,287	Insurance	-	2,287		Gross Receipts	£62,717	
660	Subs	-	660		Gross Payments	£7,769	
74	Water	6	68		BALANCE IN HAND	£54,947.16	
130	Website	-	130				
20	S137	-	20		FUND BALANCES		
-	Refunds	-	-		General A/C	£32,412	
-	Assets	283	283		Village Improvement A/C	£22,535	
-	Misc	-	-		FUND TOTAL	£54,947.16	
36	B4RN	-	36				
1,235	Emergency Response & Flood Grant	-	1,235				
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
41,638	NET TOTAL	7,335.19	34,302		Receipts		64,645
	VAT claimed	319			Payments		42,072
	VAT to be claimed	115			Balance (less allocated budgets)		22,573
41,638	GROSS TOTAL	7,769.44	42,072		Forecast Balance		24,172

It was resolved: to accept the Finance Report to 10th June 2020.

d) Allotments

Some sheds were broken into again on 9th June. **Action:** Clerk to ask the Hydro about borrowing remote security cameras. The plot holder for 13b has been ill so the condition of the plot has deteriorated, however they have given an assurance that they will be bringing it back into condition shortly.

e) Burial Ground

A portable toilet has been purchased for use by ground staff at the Burial Ground since the Centre is closed. There are various maintenance jobs planned including weeding, painting, refurbishing the bench, etc. The lead flashing on the gully is cracked causing water to track down and rot the wood beneath, so this will need rectifying soon.

f) District Councillor Report

Nothing to report.

g) Neighbourhood Plan

Nothing to report.

h) Planning

New Applications

- [20/00484/OUT](#) | Outline application for the erection of a dwelling
 - Land Adjacent Ash Trees Surgery Halton Surgery 110 High Road Halton Lancaster Lancashire LA2 6PU
- [20/0062/TPO](#) | Pruning of two sycamore trees (T20 and T21 on supporting plan)
 - Land At Low Road Halton Lancashire
- [20/00510/PLDC](#) | Proposed lawful development certificate for erection of a first floor rear extension above existing extension
 - 56 High Road Halton Lancaster Lancashire LA2 6PS

Permitted/Granted/Not required

- [20/00079/FUL](#) | Erection of a single storey building for sleeping accommodation and a single storey building for office/stores with associated excavation of land, installation of new windows and doors in existing activity centre, erection of a pumping station and creation of parking areas
 - Halton Training Camp Halton Road Halton Lancaster Lancashire LA2 6LW
- [20/00436/FUL](#) | Erection of a single storey infill extension to front elevation
 - Broadoaks Addington Road Halton Lancaster Lancashire LA2 6PG

No specific objections were identified.

20/06/061 To consider any actions relating to complaints from residents:**a) Anti-social behaviour from the Skate Park/The Centre**

A resident has complained about anti-social behaviour at the Centre during the evenings. The Police recommend that these sorts of issues are reported directly to them.

It was resolved: that the Chair speaks to the resident.

b) Inconsiderate and potentially dangerous parking

A resident has complained about inconsiderate parking on Station Road. Roads are the responsibility of County Council Highways

It was resolved: that the Clerk responds to the resident and checks what road markings are present.

20/06/062 To consider any actions relating to COVID and lockdown

Signs around the Centre keeps being ripped down. The play area is still closed. The rules are changing and are likely to change further so it is difficult to make any particular plans at present.

20/06/063 To consider and approve replacing bins at the War Memorial bus stop and St. Wilfrid's Park

It was resolved: to approve a budget of £2000 + vat for replacement bins and to review their locations.

It was resolved: to relocate the bin at St Wilfrid's Park so that it is not under the tree.

20/06/064 To consider and approve the Internal Audit Report

The internal audit occurred on 5th June and was carried-out by the clerk for Slyne-with-Hest Parish Council. No issues were raised.

It was resolved: to accept and approve the Internal Audit Report.

20/06/065 To consider and approve Part 3 of the Annual Governance and Accountability Return:**a) Section 1 (Annual Governance Statement) of the Annual Governance and Accountability Return 2019/20**

It was resolved: to approve Section 1 (Annual Governance Statement) of the AGAR for year ending 31 March 2020.

b) Section 2 (Accounting Statement) of the Annual Governance and Accountability Return 2019/20

It was resolved: to approve Section 2 (Accounting Statement) of the AGAR for year ending 31 March 2020.

20/06/066 To consider and approve opting into the Council Public Rights of Way Local Delivery Scheme

Lancashire County Council have invited the PC to opt into the Public Rights of Way Local Delivery Scheme again. The County Council has increased the grant to £500 and widened the scheme to include minor maintenance, way-marking and vegetation clearance on any public rights of way in the parish. Lancashire County Council are still responsible for the maintenance of the network; the parish council would simply be agreeing to use the money provided to undertake minor maintenance and repairs as per the opt in letter.

It was resolved: to opt into the Public Rights of Way Local Delivery Scheme

It was resolved: to ask residents who walk along these paths to report their condition and any issues.

20/06/067 To consider and approve the use of a Pest Controller on the allotments

The pest controller visited on 5th June to place the initial traps. However, following the visit they strongly recommended that an annual contract be agreed due to the high rat population. This would mean visits at least once per month.

It was resolved: to approve an annual pest control contract for £675 + vat.

20/06/068 To consider and approve accounts for payment for expenses incurred since the last meetingReimbursements for Purchases

Payee	Description	Net	Vat	Gross
Carl	Painting supplies	9.38		9.38
Luke	Office supplies from Viking	34.94	6.99	41.93
Luke	Paint (2 tins of exterior gloss for Burial Ground)	47.98		47.98
Luke	Ladder hook (to hold buckets/paint safely)	12.45		12.45
Luke	Portable toilet & chemicals for Burial Ground	77.90		77.90
Luke	COVID related PPE (alcohol spray, water container, sanitizer, paper towels, gloves)	145.43		145.43

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply	2.16	2.16	
G.Bretherton	Salary	358.05	358.05	
C.Richardson	Salary	269.78	269.78	
C.Baxter	Salary	52.10	52.10	
L. Mills	Salary & reimbursements	913.46	906.47	6.99
Envirocare	Grass cutting (May)	648.00	540.00	108.00
	TOTALS	£ 2,243.55	£ 2,128.56	£ 114.99

It was resolved: to approve the above expenditure.

20/06/069 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 8th July 2020 at 7:15pm remotely. There being no further business the Chair declared the meeting closed at 20:20. Minutes subject to approval at the next meeting.

Signed..... Chair Date