



HALTON WITH AUGHTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Wednesday 10th March 2021 19:15 – Virtual meeting

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Jefferson, Cllr Lamb, Cllr Sewell, Cllr Coates, Cllr Buntin, 5 members of the public

Clerk: Luke Mills

21/03/036 To receive apologies for absence and to approve the reasons given

Cllr McAleer

21/03/037 To approve the minutes of the meetings held on 10th February 2021 as an accurate record

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

21/03/038 Declarations of Interests

None

21/03/039 Suspension of Standing Orders

Representatives from Halton Gardening Group

They are hoping to start work in the Memorial Gardens soon, including pruning the tree and rescuing perennials/bulbs so that they are not lost. They have produced a risk assessment, which highlights their concern about the risk of falling from the low wall adjacent to Church Brow. The PC congratulated the HGG efforts to date and apologised about the vandalism to some of the beds near the Centre.

Representative from Neighbourhood Watch Group

At their last meeting they raised the idea of refreshing the dog mess signage around the village, possibly by asking local children to create the artwork. There was support for this idea and the PC will consider funding it once there are some estimates.

Local Resident

The resident lives to the side of the Centre. They reported that kids have been pushing through their hedge to use their garden as a toilet. They wondered if there was anything the Parish Council could do to discourage this activity.

The PC explained that there is a long-term plan to create an outside public toilet, but in the meantime, it was suggested that the owner tries to strengthen the boundary and considers installing some security lighting.

21/03/040 To consider and approve reports:

a) Open Spaces, Burial Ground, Allotments

Completed/In Progress

- Repairs to playground equipment
- Clearance of brambles along the Link Path
- Tidying War Memorial & Burial Ground
- Bus shelter at top shops painted

Planned

- Boardwalk repairs – this can start to be progressed once the schools are back and the weather is slightly better.
- Footpath repairs – County Public Rights of Way are going to investigate
- New bin(s). Once suggestion has been a new bin at the junction with the Bay Gateway; people have noticed a lot of litter there recently. A group of volunteers have planned a litter along Church Brow/Halton Road starting from the War Memorial 12pm Sunday 21st March.

Hours

- 63 hrs for February

Open Spaces

- The owner of 8 Church Brow has started to repair the Memorial Garden wall.
- A member of the Neighbourhood Watch scheme has suggested that a new bin is required at the “lay-by” opposite the Bay Gateway junction of Halton Road due to frequent littering.

Action: Cllr Turner to speak further with the resident complaining about kids using his garden as a toilet.

Allotments

- Cllr Slinger proposed that communal herbs could be planted in an area of the allotment paddock and in planters at various locations.
- Some reports of rat activity, so the pest controller has visited recently.

Burial Ground

- Nothing to report

b) HCA Report

It was disappointing to see several kids on CCTV pulling out plants from the flower beds near the main entrance.

c) Finance Report

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
6,994	Salary - Clerk	6,980	-	38,213	Precept	38,213	-
11,383	Salary - Groundstaff	10,977	-	935	Allotments	908	-
300	Training	585	-	151	Rent	20	10
6,842	Grass Cutting	5,620	-	1,200	Burial Ground	1,868	-
1,587	HCA Litter	-	-	40	Bank Interest	46	-
150	Hedge Cutting	150	-	-	Damage	-	-
450	Play Inspection	390	-	-	General	-	-
3,400	Repairs & Renewals	5,134	-	-	Grants	10,500	-
380	Pitch Feed	375	-	-	Donations	-	-
4,500	Public Works Loan	-	-		VAT	6,727	
200	Audit	200	-				
72	Bank Charges	60	18	40,539	TOTAL	58,282.03	10
240	Clerks Expenses	113	-				
369	HCA Hire	-	-		ACTUAL		
2,287	Insurance	2,341	-		Gross Receipts	£70,421	
660	Subs	640	-		Gross Payments	£56,491	
74	Water	26	-		BALANCE IN HAND	£13,929.60	
130	Website	60	-				
20	S137	20	-		FUND BALANCES		
-	Refunds	-	-		General A/C	£45	
-	Assets	17,083	-		Village Improvement A/C	£13,885	
-	Misc	-	-		FUND TOTAL	£13,929.60	
36	B4RN	-	36				
1,235	Emergency Response & Flood Grant	322	913				
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
41,638	NET TOTAL	51,077.09	1,295		Receipts		70,431
	VAT claimed	5,063			Payments		57,786
	VAT to be claimed	351			Balance (less allocated budgets)		12,645
41,638	GROSS TOTAL	56,491.49	57,786		Forecast Balance		13,922

It was resolved: to transfer £8,150 from the General a/c to the Village Improvement a/c

It was resolved: to accept the Finance Report to 10th March 2021.

d) District Councillor Report

Nothing to report.

e) PlanningNew Applications

- [21/0021/TCA](#) | T1 - (Sycamore) - Fell
 - Ivy Cottage Low Road Halton Lancaster Lancashire LA2 6LZ
- [21/00154/FUL](#) | Conversion of existing loft space above garage to create ancillary accommodation including the installation of 3x roof lights
 - Willow Barn Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [21/0018/TCA](#) | T1 (Ash) - Fell
 - 33 Low Road Halton Lancaster Lancashire LA2 6LZ

- [21/00037/FUL](#) | Erection of a 2 storey dwelling (C3) – See plans attached to email
 - Land Adjacent To 141 High Road Halton Lancashire
- [21/0026/TCA](#) | Beech (T1) - remove lowest large branch that grows out over the field and stem clean to 1.5m Sycamore (T2) - fell to ground level major rot in old coppice near base
 - 4 The Gardens Halton Lancaster Lancashire LA2 6RE
- [21/00183/FUL](#) | Conversion of attached store to ancillary living accommodation, removal of store doors, installation of window, and installation of 4 roof lights to facilitate conversion of attic room
 - 3 Rectory Barn Foundry Lane Halton Lancaster Lancashire LA2 6LT

Permitted

- 21/00078/NMA | Non material amendment to planning permission 18/01117/REM to change the material of Plot 15 garage from render to coursed stone
 - Land At Grid Reference 350819 464830 Low Road Halton Lancashire
- 21/0009/TCA | 1 x Cherry Tree - Crown lift the tree by removal of the lowest branch, thin the crown by selective pruning (approximately 20-30%) while also making some minor crown reduction to reduce the spread of the foliage.
 - Halton War Memorial And Gardens Foundry Lane Halton Lancashire

It was resolved: Clerk to respond to planning application 21/00037/FU to state that suitable precautions are required against surface water flooding.

It was resolved: Clerk to produce a letter to the Head of Planning and the local District Councillor reiterating opposition to any development of the land bordered by Halton Road, Kellet Lane and the Bay Gateway, since this area is clearly protected as an area of separation in the recently agreed Local Plan.

21/03/041 To consider creating a Flood Action sub-committee

Action: Deferred until the next meeting.

21/03/042 To consider the ongoing ownership and maintenance of the play area on Mill Lane

Cllr Coates spoke about the long-term maintenance and ownership of the green space along Mill Lane. Lancaster City Council have raised this whilst reviewing the land ownership in this area. The PC are concerned about the potential toxic pollutants under the green space along Mill Lane and any ongoing liability; other potential owners have similar concerns. If the current owner provided an ongoing indemnity policy, then that may reduce the risk sufficiently for a new owner to take it over.

It was resolved: that the PC feels there is excessive risk and liability associated with this land but wish to be kept informed of any matters relating to it.

Action: Cllr Coates to pass on the concerns to Lancaster City Council.

21/03/043 To consider a Memorandum of Understanding with the Halton Gardening Group

It was resolved: to approve the MoU subject to the amendments.

Action: Clerk to approach HGG with the revised MoU.

21/03/044 To consider the restoration of the Memorial Gardens, including:

a) Approving the plans and associated work proposed by Halton Gardening Group

It was resolved: to approve the plans and work proposed for the Memorial Gardens by Halton Gardening Group.

b) Using the remaining funds from the War Memorial budget

It was resolved: that the remaining funds of £328 can be used for the Memorial Gardens.

c) Requesting a “Green Bin” from Lancaster City Council for use at the Memorial Gardens

It was resolved: to approve the purchase of a green waste bin and collection service for use at the Memorial Gardens at a cost of £60.

21/03/045 To consider job description and terms for hiring a new ground staff

Action: Clerk to contact Lancaster & Morecambe College to see if there any students interested in the vacancy.

Action: Cllr Turner to provide an example zero hours contract to the Clerk

It was resolved: to approve the job advert for the Prattle.

21/03/046 To review and approve:

a) Financial Regulations & Payment Procedures

It was resolved: to accept and approve the Financial Regulations and Payment Procedures.

b) Statement of Internal Control

It was resolved: to accept and approve the Statement of Internal Control, subject to the addition of "If this cannot occur, then an independent suitably qualified person will be contracted to undertake the audit."

21/03/047 To consider the content for the forthcoming Prattle

Action: Clerk to include plans for the Memorial Gardens and details of the vacancy in the Prattle.

21/01/048 To consider and approve accounts for payment for expenses incurred since the last meeting

Reimbursements for Purchases

Who	Item	Net	Vat	Gross
LM	Screwfix – Tools (impact drill, drill bits, wrecking bar, safety barrier)	255.01	50.96	305.97

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Burial ground water supply (direct del	2.16	2.16	
C. Richardson	Salary	303.27	303.27	
G. Bretherton	Salary	395.62	395.62	
L. Mills	Salary & reimbursements	888.76	837.80	50.96
	TOTALS	£ 1,589.81	£ 1,538.85	£ 50.96

21/01/049 To confirm the date of next Parish Council Meeting

Action: Clerk to confirm whether a Parish Meeting must be held in May.

The next normal meeting of the Parish Council will be arranged for 14th April 2021 at 19:15.

There being no further business the Chair declared the meeting closed at 20:45. Minutes subject to approval at the next meeting.

Signed..... Chair Date