



HALTON WITH AUGHTON PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING Wednesday 12th May 2021 7:55pm @ The Centre, Halton

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Jefferson, Cllr Lamb, Cllr Buntin, District Cllr Frea

Clerk: Luke Mills

21/05/064 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 Jefferson be elected Vice-Chair for the next 12 months; declaration of office to be signed at a later date.

21/05/065 To receive apologies for absence and to approve the reasons given

Apologies were received from Cllr Coates, Cllr McAleer and Cllr Sewell.

21/05/066 To approve the minutes of the meeting held on 14th April 2021 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, subject to a change in the reference numbers from 21/01/xx to 21/04/xx.

21/05/067 Declarations of Interests

Nothing to report.

21/05/068 Suspension of Standing Orders

District Councillor K Frea

A new grassland management strategy is in place for managing various green spaces such as verges, in order to provide better wildlife habitats. There are various plans for changes to traffic in and around Lancaster, including alterations to junction 33 of the motorway and reviewing traffic management within the centre. They are looking at ways to encourage developers to increase the quality and sustainability of homes. A bid for a new Bay Unitary Authority is being considered by the government.

21/05/069 To consider and approve reports:

a) Open Spaces, allotments & burial ground

Completed/In Progress

- Green waste bin now in use at the Memorial Garden
- Waste woody materials piled up in trees behind skate park to deter access to private garden on Lythe Fell Av
- Assisted Halton Gardening Group at the Memorial Gardens
- Repaired wooden edging around the nest swing area
- Repaired group swings at St Wilfrid's Park
- Reseeded link path
- Kubota lawnmower serviced and repaired (£501 + vat)

Planned

- Fencing to the rear of the generator/tool sheds.
- Re-seeding the car park
- Boardwalk repairs
- New bin(s) – It may be worth reviewing the locations of some bins given the new housing.

Hours

- 76 hrs last month (excl. of holidays)

Purchases

- Basketball nets for the MUGA
- Timber and postcrete to enable repairs to boardwalk

Open Spaces

- City Council appear to have replaced the 2 bins outside the shops.
- The invoice for grass cutting from Aughton PCC has increased (£1,450 vs £1,300) to cover rising costs.

Action: Clerk to see how soon Mill Lane will be adopted.

Action: Clerk to ask City Council if the bins taken from the top shops can be returned.

Action: Cllr Slinger to investigate how the roof to the tool shed could be repaired.

Allotments

- A group of volunteers have made a start on sorting out the compost pile

Burial Ground

- Nothing to report

b) HCA

Nothing else to report.

c) Finance Report

- The internal audit will occur on the 26th May in preparation for approval of the Annual Governance & Accountability Return (AGAR) paperwork at the June meeting.

Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
7,046	Salary - Clerk	1,170	5,876	41,206	Precept	41,206	-
11,731	Salary - Groundstaff	1,435	10,296	935	Allotments	-	935
400	Training	-	400	160	Rent	140	20
6,250	Grass Cutting	2,440	3,810	1,300	Burial Ground	205	1,095
150	Hedge Cutting	-	150	40	Bank Interest	-	40
450	Play Inspection	-	450	-	Damage	-	-
4,613	Repairs & Renewals	2,281	2,333	-	General	-	-
380	Pitch Feed	-	380	-	Grants	-	-
4,500	Public Works Loan	-	4,500	-	Donations	700	-
200	Audit	-	200	-	VAT	528	528
72	Bank Charges	-	72				
200	Clerks Expenses	-	200	43,641	TOTAL	42,779.32	1,562
1,956	HCA	-	1,956				
2,358	Insurance	-	2,358		ACTUAL		
655	Subs	486	169		Gross Receipts	£56,791	
30	Water	11	19		Gross Payments	£8,443	
130	Website	-	130		BALANCE IN HAND	£48,348.46	
20	S137	-	20				
-	Refunds	-	-		FUND BALANCES		
-	Assets	-	-		General A/C	£31,963	
-	Misc	-	-		Village Improvement A/C	£14,885	
76	B4RN	-	76		MUGA Sink Fund A/C	£1,500	
882	Emergency Response & Flood Grant	-	882		FUND TOTAL	£48,348.46	
328	War Memorial Restoration	-	328		<i>FORECAST (incl outstanding commitments)</i>		
42,427	NET TOTAL	7,822.24	34,605		<i>Receipts</i>		58,353
	VAT claimed	-			<i>Payments</i>		43,048
	VAT to be claimed	621			<i>Balance (less allocated budgets)</i>		15,305
42,427	GROSS TOTAL	8,442.96	43,048		Forecast Balance		16,591

It was resolved: to accept the Finance Report to 12th May 2021.

It was resolved: that at least three clerks must be involved with the internal audit or alternatively an independent auditor sought.

d) District Councillor Report

See 21/05/068 above.

e) Planning

New Applications

- [21/0064/TPO](#) | x1 Pine Tree - fell and replace
 - 1 The Gardens Halton Lancaster Lancashire LA2 6RE.
- [21/00395/FUL](#) | Change of use of workshop and store building and land into 2 dwellings and 1 holiday let (C3), installation of windows, doors, creation of parking area and landscaping
 - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU

- [21/00174/FUL](#) | Change of use of workshop, store building and caretakers accommodation into 2 dwellings and 1 holiday let (C3), construction of a pitched roof, installation of windows, doors and balcony, demolition of part of building and creation of parking area and landscaping
 - Higher Barn Aughton Road Aughton Lancaster Lancashire LA2 8LU

Permitted

- [21/00450/NMA](#) | Non-material amendment to planning permission 20/00079/FUL to reduce extent of tree protection following changes to access route
 - Halton Training Camp Halton Road Halton Lancaster Lancashire LA2 6LW
- [21/00183/FUL](#) | Conversion of attached store to ancillary living accommodation, removal of store doors and installation of window and rooflight
 - 3 Rectory Barn Foundry Lane Halton Lancaster Lancashire LA2 6LT

There was discussion about 21/00290/FUL - Erection of 7 dwellings on Forest Heights. In light of the recent information provided by residents about the numerous water supply issues and the fact that this latest application will further increase the original plan for 60 homes to 76, the council felt that this should be highlighted in the Parish Council response.

It was resolved: that the response to planning application 21/00290/FUL - Erection of 7 dwellings (Forest Heights) should indicate strong concern over the issues with water supply and that these are rectified before further works are approved.

It was resolved: that letters should be sent to the Planning Department, United Utilities and Ofwat requesting that the water supply issues are investigated and resolved as soon as possible.

21/05/070 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.

21/05/071 Determine meeting dates for the next 12 months

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

21/05/072 To consider and approve the employment of a new Grounds Maintenance person

It was resolved: to agree the terms of the Employment Contract subject to removal of references to documents that do not exist.

It was resolved: to offer the Grounds Maintenance job to K. Bridgewater to start at a mutually agreeable date.

21/05/073 To consider and approve accounts for payment for expenses incurred since the last meeting

Reimbursements for Purchases

Payee	Description	Net	Vat	Gross
C Slinger	Spare parts for marquee	259.89	51.98	311.87
L Mills	Basketball nets	13.60	2.72	16.32
C Richardson	Compost	10.00	-	10.00

Payments for Approval

Payee	Description	TOTAL	NET	VAT
Water Plus	Water for BG	5.27	5.27	
Aughton PCC	Grass cutting in Aughton	1,450.00	1,450.00	
Envirocare	Grass cutting - Apr	792.00	660.00	132.00
Huws Gray	Timber, postcrete, screws	230.52	192.10	38.42
Dennis Barnfield Ltd	Repairs & servicing of Kubota	602.08	501.73	100.35
L Mills	Salary & reimbursements	603.44	600.72	2.72
C Richardson	Salary & reimbursements	475.30	475.30	
G Bretherton	Salary	249.10	249.10	
C Slinger	Reimbursement for marquee parts	311.87	259.89	51.98
	TOTALS	£ 4,719.58	£ 4,394.11	£ 325.47

It was resolved: to approve the increase to the grass cutting budget from £1,300 to £1,450 for Aughton PCC.

It was resolved: to approve the above expenditure.

21/05/074 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 9th June 2021 at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 20:55. Minutes subject to approval at the next meeting.

Signed..... Chair Date