

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 10th July 2024 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Coates (from 20:10), Cllr Lamb, Cllr Buntin, 1 member of the public

Clerk: Luke Mills

24/07/01 To receive apologies for absence and to approve the reasons given

Cllr Rigby, Cllr Sewell

24/07/02 To consider and approve the minutes of the meeting held on 12th June 2024

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

24/07/03 To receive declarations of interests and dispensations

None

24/07/04 Suspension of Standing Orders

Director of management company for Town End Way estate

The Mill Lane playground was installed 20 years ago but the leases do not legally oblige the homeowners to contribute towards the play area. Lancaster City Council recently inspected the playground and deemed it unsafe; they quoted about £6,000 to rectify the issues.

The estate management company is looking for ways to maintain the play area into the future, otherwise it will have to be closed permanently. There may be a way to lease it to the council on a "ground-up" basis so that liability for the ground contamination is excluded.

24/07/05 To consider and approve reports:

a) District Councillor Report

Nothing to report.

b) Open Spaces, allotments & burial ground

Open Spaces

Completed/In Progress

- The skip will be hired soon.
- The tool shed roof repairs have been confirmed. It should take 1 day with no electrical works required.
- **It was resolved:** to ask Envirocare to trim car park

Planned

- Replacement of rotten fence posts around the paddock

Ground Staff Hours

- June 105 hrs (excl. of holidays)

Open Spaces

- The Centre car park drain seems to be working
- Playdale will inspect the play areas sometime in July.

Burial Ground

- Sharp sand was ordered to fill-in large gaps on the paved path which were a trip hazard and unsightly.
- There is now a new Burial Ground green waste bin.

Allotments

- One allotment holder who has a plot near the beehives has reported being stung a couple of times. This was raised with the beekeeper who has built "walls" that force the bees to fly upwards from the hives; he hopes that this will help.

- 2 out of the 4 plots given warnings have improved, one has quit, but there is little evidence improvement to 5b
- **It was resolved:** to give a termination notice to the plot holder of 5b

c) HCA

- AGM last week; £3.5k profit this year vs £17k loss the previous year.

d) Finance Report

- All budgets on target at present
- There is no meeting in August, so payments will be organised for authorisation mid-August and then formally approved at the September meeting.

Financial Statement - July 2024				Balance b/f 1st April 2024			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
8,320	Salary - Clerk	2,697	5,623	49,132	Precept	49,132	-
18,252	Salary - Groundstaff	4,102	14,150	990	Allotments	-	990
6,654	Grass Cutting	2,950	3,704	20	Rent	125	20
200	Hedge Cutting	-	200	1,600	Burial Ground	500	1,100
540	Pest Control	200	340	600	Bank Interest	498	102
550	Play equipment inspections	520	-	-	Damage	-	-
4,914	Repairs & Renewals	560	4,354	-	General	-	-
380	Weed & Feed Pitch	-	380	-	Grants	-	-
2,000	Tree works & surveying	-	2,000	-	Donations	-	-
145	Alarm Maintenance	80	65		VAT	-	-
590	Audit	275	-				
72	Bank Charges	18	54				
300	Clerks Expenses	65	235	52,342	TOTAL	50,255	2,212
449	HCA	72	377				
2,022	Insurance	-	2,022		CASHBOOK BALANCES	ACTUAL	Forecast
751	Subs	520	231		Gross Receipts	83,836	86,048
400	Training	-	400		Gross Payments	16,444	50,816
100	Water	35	65		CASHBOOK BALANCE	67,393	35,233
184	Website	31	153				
20	S137	385	20		BANK BALANCES (30/6/24)		
46,843	BUDGET TOTAL	12,511.23	34,372		Current a/c	18.60	
					Deposit a/c	70,558.98	
-	Assets	-	-		BANK BALANCE	70,577.58	
-	Misc services	272	-				
-	Recreational Area Improvements (S106)	175	-		FUND BALANCES		
-	Refunds	2,520	-		General A/C	29,315.48	
882	Emergency Response & Flood Grant	-	-		General Reserves A/C	20,500.02	
	VAT claimed	-	-		MUGA Sink Fund A/C	6,000.00	
	VAT to be claimed	966	-		S106 Recreation Area	11,577.10	
47,725	GROSS TOTAL	16,444	50,816		FUND TOTAL	67,393	

It was resolved: to accept the Finance Report to 10th July 2024

e) Planning

New Applications (Awaiting Decision)

- [24/00711/FUL](#) | Replacement of existing window with door
 - 3 Littledale Mews, Kellet Lane, Lancaster Lancashire LA2 6BJ

Permitted

- [24/00093/DIS](#) | Discharge of condition 3 on allowed appeal APP/A2335/C/23/3331473
 - Forgewood Cottage Low Road Halton Lancaster Lancashire LA2 6PA
- [24/00458/FUL](#) | Partial retrospective application for change of use from commercial unit to single dwelling, installation of sky lights to front, rear, and side elevations, installation of replacement windows, erection of first floor single storey extension and installation of solar panel(s) and heat pump(s)
 - 73 - 75 High Road Halton Lancaster Lancashire LA2 6PS

24/07/06 To consider update on the Neighbourhood Plan and fee proposals from Kirkwells

- The Draft Neighbourhood Plan is ready for the Regulation 14 Public Consultation (15th July and 8th September).
- **It was resolved:** to approve version 13.2 of the Draft Neighbourhood Plan for Reg. 14 Consultation
- The Locality grant application was rejected; there is a £10,000 upper limit which has already exceeded. Additional grant funding is available if the Neighbourhood Plan formally allocates land for housing, but this would need various forms of evidence to support the allocation which the Steering Group rejected as unrealistic.
- Kirkwells had previously quoted £5,940 to provide support for the next stages. They have reviewed this proposal and reduced the amount of support for the next stages, so that the new fee proposal is £2,700 + vat.
- **It was resolved:** to agree to the revised fee proposal of £2,700+vat from Kirkwells

24/07/07 To consider update on the Castle Hill project

- The first quarterly grant report has been submitted even though there has been no work or expenditure.
- The Heritage Group need to apply to Heritage England for works to a Scheduled Monument.
- **It was resolved:** to delegate Cllr Coates to sign the Scheduled Monument application on behalf of the Council.

24/07/08 To consider issues relating to the Mill Lane play area

- **Action:** Clerk to find the lease for St Wilfrid's Park and share with director of Town End Way Estates.
- **It was resolved:** to agree in principle to lease the play area subject to legal terms and conditions.

24/07/09 To consider update on the Play Areas upgrade project

- The Mill Lane play area would also need to be incorporated into the plans.
- Volunteers to help the work will be sought.

24/07/10 To consider the overgrown burial plot

- R. Chaplin was buried in plot A98 in November. A temporary memorial was placed on top which has prevented the grass from being cut. The Burial Ground rules state:

24. Temporary Memorials on Graves

For the first 6 months from the date of burial a temporary memorial [wooden cross 18" (45cms) x 30" (76cms)] will be permitted within the head area of the grave after which it is subject to removal.

- The Clerk sent a letter raising this issue to the last known address, but it is difficult to know whether the remaining relatives received it.
- **Action:** Clerk to ask for contact details on Facebook.
- **It was resolved:** to remove the temporary memorial and to cut the grass.

24/07/11 To consider the purchase of benches for the play area(s)

- The delivery for the engraved benches agreed at the last meeting would be £189 bringing the total to £651
- **It was resolved:** to proceed with the purchase of the engraved benches at a cost of £651 + vat
- The purchase of oak benches for St Wilfrid's Park agreed at the last meeting are too heavy to move and install. Similar alternative softwood options that are cheaper and much lighter, e.g. 6ft Garden Sleeper Bench: £130
- **It was resolved:** to purchase 2 softwood sleeper benches at a cost of £260 + vat.

24/07/12 To consider new location for the noticeboard previously on Lancaster

- The noticeboard attached to Lancaster has been removed upon request by the new owner.
- **It was resolved:** to install noticeboard on War Memorial bus stop after being refurbished.

24/07/13 To consider response to Local Plan survey

- Lancaster City Council is commencing a full review of the Local Plan so they have asked for feedback from the Parish Council and residents in general.
- **It was resolved:** for Cllr Turner to advertise the survey on Facebook
- **It was resolved:** for Cllr Turner to complete the survey

24/07/14 To consider communications from the public

- A householder who lives on Lythe Fell has complained about apples from the orchard on the Link Path being thrown at their property.
- **It was resolved:** to encourage residents who suffer from anti-social behaviour to report incidents to the Police.
- **Action:** Clerk to ask the ground staff to regularly remove fallen apples.
- **Action:** Clerk to respond to resident.

24/07/15 To consider Prattle article

- **It was resolved:** to mention the Neighbourhood Plan consultation, how to report anti-social behaviour and the Play Areas project including Mill Lane.

24/07/16 To approve renaming the Village Improvement account to General Reserves account

- LALC was asked to clarify the situation of General Reserves in relation to the precept. The response was that councils should aim to have General Reserves of 33%-100% of the turnover and have no impact on the precept.
- **It was resolved:** to change name of the Village Improvement fund to General Reserves and to annually review it

24/07/17 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
31	Water Plus	Burial Ground water supply	8.68	8.68	-
32	Lancaster City Council	Pest control on the allotments	60.00	50.00	10.00
33	Envirocare	Grass cutting June	856.56	713.80	142.76
34	Unity Trust	Service charge	18.00	18.00	-
35	Dennis Barnfield	Fuel	38.51	32.09	6.42
36	Huws Gray	Sand for sand pit & burial ground	134.53	112.11	22.42
37	L Mills	Salary & reimbursements	719.21	713.08	6.13
38	G Bretherton	Salary	301.20	301.20	-
39	C Richardson	Salary	614.95	614.95	-
40	P Bucklow	Salary & reimbursements	451.34	443.05	8.29
		TOTALS	£ 3,202.98	£ 3,006.96	£ 196.02

It was resolved: to approve the above expenditure.

24/07/18 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be held on 11th September 2024 at The Centre. There being no further business the Chair declared the meeting closed at 20:25. Minutes subject to approval at the next meeting.

Signed..... Chair Date