

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING****Wednesday 13th November 2024 7:15pm @ The Centre, Halton****Chair:** Cllr Slinger**Present:** Cllr Turner, Cllr Rigby, Cllr Sewell, Cllr Coates, 2 members of the public**Clerk:** Luke Mills**24/11/01 To receive apologies for absence and to approve the reasons given**

Cllr Lamb & Cllr Buntin

24/11/02 To consider and approve the minutes of the meeting held on 9th October 2024**It was resolved:** that the minutes be accepted as a true record and to be signed by the Chair.**24/11/03 To receive declarations of interests and dispensations**

None

24/11/04 Suspension of Standing OrdersResidents of High Road concerned about traffic

They highlighted that Caton with Littledale Parish Council are trying to find ways to improve road safety, including proposals to have a 20mph speed limit, better pedestrian crossings and improving pavements. They have been in contact with Highways to ask about various options, but Highways dismissed them all. They wondered if the focus could be on reducing the speed of tractors and/or a weight limit of 3.5t.

It was agreed that there is a lack of evidence to back up requests to Highways, so it was suggested that the issues could be highlighted in the Prattle and people asked to report incidents to the Clerk so that they can be compiled as evidence.

24/11/05 To consider and approve reports:**a) District Councillor Report**

From Cllr Sommerville:

As a council we are digesting the outcome of the autumn budget, which has some positive developments for district authorities. This includes retaining short term crisis funding (such as the household support fund and homelessness funding) and also the UKSPF for another year, which you'll know has funded a wide range of local projects. Longer term there is support for councils to recruit planning officers and for the planning system in general, as we must expect a significant increase in planning applications coming forward. There will also be a new council-led warm homes programme offering insulation, heating and solar panels targeted at lower-income households from April next year. This will be better than what's available currently as it will help households on the gas grid (over 80%) as well as those off it. Finally, the budget included the release of the £50m for the Eden Project – which feels like the dozenth time the government has confirmed this! But it sounds like money will actually be released.

Cllr Sarah McGowan will be holding her regular councillor surgery at Halton Social Club 7-8pm on December 4th.

b) Open Spaces, allotments & burial ground**Open Spaces**Completed/In Progress

- Junior Play area picnic bench has been repaired
- The Lancaster noticeboard has been refurbished and installed at the War Memorial bus stop
- LCC have dropped off new bins on Arrow Lane and the Penny Stone Rd/Beech Rd ginnel
- Broken bench at the War Memorial repaired

Planned

- Adjusting/repairs Junior Play area gates.
- Removing planters from Junior play area.
- Removing stepping logs from Junior play area.
- Repainting lines in the car park.
- Installing the St Wilfrid's benches
- Skip hire

Ground Staff Hours

- October 104 hrs (excl. of holidays)

Open Spaces

- Cllr Turner has three quotes for the St Wilfrid's play area refurbishment, ranging from £47k to £61k. The next step is to try and find funding and see how the council could match fund any grants, e.g. reserves or PWLB loan.
- **Action:** Clerk to check with PWLB to see what may be required to restart the process of applying for a loan.
- The tree survey has been completed; the report will be ready in a couple of weeks. The initial feedback from the survey is that most risk levels were acceptable with a few tolerable risks.
- The farmer who cuts the hedges has been delayed.
- The bin by the bench on the link path has been pushed over again.
- **It was resolved:** to replace the red bin outside the café area with the bin in the orchard and put up a dog bin on a post near the grit bin.
- Halton Juniors have asked if semi-permanent signs could be attached to the new fence.
- **It was resolved:** that Halton Juniors can attach temporary banners onto the fence whilst using the pitch.

Burial Ground

- Work has started on clearing the path with the generous help of a volunteer.

Allotments

- One new allotment holder for plot 2b
- Plot 11a will become available shortly, at which point there will be 12 people on the waiting list. The tenant for 11a had previously agreed to manage the communal compost, so unless someone else volunteers there will be no communal compost and plot holders will need to compost their own materials.

c) HCA

- 8th Dec Christmas Craft Fair is sold out. Tickets for Ceilidh are selling well.

d) Finance Report

- Forecast year end balances have been added to the finance report, to help inform spending decisions:
 - The forecast end of year balance for the **General** (revenue) a/c is **£2,000**. There are a couple of sizeable budgets (Repairs & Tree works) that might underspend.
 - The forecast end of year balance for the **General Reserves** is **£13,900**. The budget for Kirkwells has probably been used, so any additional support will need to be accounted for at £540 per day.

Financial Statement - November 2024				Balance b/f 1st April 2024			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
8,320	Salary - Clerk	5,427	2,893	49,132	Precept	49,132	-
18,252	Salary - Groundstaff	8,695	5,999	990	Allotments	30	960
6,654	Grass Cutting	6,824	-	20	Rent	125	20
200	Hedge Cutting	-	200	1,600	Burial Ground	1,285	315
540	Pest Control	400	140	600	Bank Interest	922	400
550	Play equipment inspections	520	-	-	Damage	-	-
4,914	Repairs & Renewals	3,112	1,802	-	General	-	-
380	Weed & Feed Pitch	400	-	-	Grants	-	-
2,000	Tree works & surveying	-	2,000	-	Donations	-	-
145	Alarm Maintenance	80	65		VAT	6,656	-
590	Audit	590	-				
72	Bank Charges	46	26				
300	Clerks Expenses	241	59	52,342	TOTAL	58,150	1,695
449	HCA	192	257		FORECAST YEAR END BALANCES		
2,022	Insurance	2,183	-		General A/C	1,990.33	
751	Subs	792	-		General Reserves A/C	13,907.85	
400	Training	-	400		CASHBOOK BALANCES	ACTUAL	Forecast
100	Water	69	31		Gross Receipts	91,731	93,426
184	Website	71	113		Gross Payments	43,014	56,998
20	S137	410	-		CASHBOOK BALANCE	48,717	36,428
46,843	BUDGET TOTAL	30,053.14	13,984		BANK BALANCES (31/10/24)		
-	Assets	871	-		Current a/c	141.07	
-	Misc services	3,201	-		Deposit a/c	45,597.57	
-	Recreational Area Improvements (S106)	2,982	-		BANK BALANCE	45,738.64	
-	Refunds	2,520	-		FUND BALANCES		
882	Emergency Response & Flood Grant	-	-		General A/C	14,279.46	
	VAT claimed	2,982			General Reserves A/C	20,500.02	
	VAT to be claimed	404			MUGA Sink Fund A/C	6,000.00	
47,725	GROSS TOTAL	43,014	56,998		S106 Recreation Area	8,209.10	
					FUND TOTAL	48,989	

- **It was resolved:** to accept the Finance Report to 13th Nov 2024
- Cllr Rigby has verified the bank reconciliation for October.

e) Planning

New Applications (Awaiting Decision)

- [24/01179/NMA](#) | Non-material amendment to planning permission 18/01422/FUL to alter stone boundary treatments around bin stores to timber fencing
 - Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire
- [24/01178/NMA](#) | Non-material amendment to planning permission 18/01422/FUL for the omission of rooflight to Egret housetype (Plots 48,49,50)
 - Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire
- [24/00206/DIS](#) | Discharge of conditions 5,6 and 7 on approved application 22/00874/FUL
 - Willows Park Bottomdale Road Halton Lancashire
- [24/0197/TPO](#) | Pruning of an ash tree
 - 197 High Road Halton Lancaster Lancashire LA2 6QB
- [24/01114/FUL](#) | Erection of a single storey rear extension with external steps
 - 35 Beech Road Halton Lancaster Lancashire LA2 6QQ
- [24/01113/PLDC](#) | Proposed lawful development certificate for the construction of a dormer extension to the rear elevation
 - 35 Beech Road Halton Lancaster Lancashire LA2 6QQ

Permitted/Not required

- [24/00194/DIS](#) | Part discharge of condition 2 on approved application 24/00458/FUL
 - 73 - 75 High Road Halton Lancaster Lancashire LA2 6PS
- [24/00806/FUL](#) | Temporary siting of cabin in association with The British Thoroughbred Retraining Centre
 - Whinney Hill Farm Aughton Road Aughton Lancaster Lancashire LA2 6PQ

24/11/06 To consider communications from the public

Halton Gardening Group

The Garden Safari will be held on 7/8th June 2025 and plants will be sold in various gardens rather than a separate plant sale.

The gabion area next to the mosaic in the Memorial Garden will be refashioned with cobbles to provide a more stable surface and the mosaic shored up to prevent separation. There are two shrubs in the Memorial Garden that need removing, the privet, which is undermining the wall on Church Brow and the stump near a laurel. They will seek quotes for the stump removal. Ideally the Memorial Garden lawn should be scarified.

The pampas grass in the link path is now too large and needs reducing/removing.

- **It was resolved:** Clerk to confirm exactly what action is needed with the pampas grass. Scarification of the Memorial Garden lawn is low priority in comparison to other tasks.

From a local resident:

Over recent years we have been concerned about the quality of the water in the River Lune as it passes our house daily. We have engaged on occasion with the Environment Agency and the United Utilities who have been unresponsive and non – engaging for reasons we can only suspect.

We have monitored the litigious action now being followed against these entities for similar situations on the River Wyre and the Upper River Thames. The company who are handling that are Leigh Day who are a Manchester based firm of solicitors. We have spoken and met with Leigh Day, and they are keen to source more understanding from the local community. Ahead of that process would the Parish Council be interested in inviting a representative to the meeting to listen to their thoughts and gauge those of the PC?

- **It was resolved:** that Cllr Sewell would attend a meeting to find out more and report back to the council.

From a local resident via District Councillor McGowan

They have complained that the wall between the plantation and High Road needs re-pointing.

- **Action:** Cllr Rigby will have a look at the wall and report back at the next meeting.

24/11/07 To consider updates on the:

a) Neighbourhood Plan

- The Steering Group met with Kirkwells on 8th November to review the comments from the Reg. 14 consultation and decide how the plan should be updated. The main actions are:
 - Updating the plan with the agreed decisions, including better quality maps in places.
 - Producing a Consultation Statement and Basic Condition statement
 - Formal approval by the Parish Council ideally at the December meeting.
- Once these have been completed, the plan will be submitted to Lancaster City Council for 6-week Regulation 16 consultation where statutory bodies will review the plan for the final time.
- An examiner will also review the plan and decide whether to reject any policies, including Green Spaces.
- The final submission plan is produced after these stages and will be put to a parish referendum.

b) Castle Hill Project

- Work has started. A tree surgeon has removed gorse and will kill the tree growing on the Motte in the spring.
- Hopefully a new gate and fence will be installed before Christmas.
- A lecturer from a university course has offered to do a non-invasive ground survey with students. English Heritage have been informed that this might occur.

c) Lancashire Orchard Grant

- No progress so far; another suitable supplier needs to be found.

24/11/08 To consider grass cutting quote for 2025

- Envirocare have quoted £371.17+ vat per cut (approx. 4% increase), so 15 cuts would cost £5,567.55 + vat for 2025. They have offered to cut and spray weeds in the car park area for free. Clearing the Army Camp Path would cost £150 + vat per cut
- **It was resolved:** that the quote from Envirocare of £5,567.55 + vat for 15 cuts is accepted.
- **It was resolved:** that Envirocare will be asked to strim the Army Camp path twice per year at a cost of £300 +vat.

24/11/09 To review priorities of outstanding and future tasks

- The Clerk highlighted that they have been working overtime consistently for many months so if they are to use their holiday entitlement, then various outstanding actions and tasks are unlikely to be completed until well into the new year and asked the council to review the priorities of the current task list:
 1. Preparing the Neighbourhood Plan and associated paperwork/website for submission.
 2. Preparing the precept.
 3. Managing various playground inspection actions.
 4. Reviewing tree survey and actioning any recommendations.
 5. Consider options for orchard area including.
 6. Obtaining quotes for the allotment fencing.
 7. Obtaining quotes for the lease for the Mill Lane Play area.
 8. Support for the refurbishment of St Wilfrid's Play Area.
 9. Organising skip hire for allotments.
 10. Installing benches at St Wilfrid's Park.
 11. Consider plans to tidy-up the dumping area in the allotment paddock.
- Cllr Sewell volunteered to take on tasks 5, 6 & 11
- Cllr Turner volunteered to help with task 10.

24/11/10 To review contributing towards CCTV upgrade at the Centre

- HCA are looking to upgrade the entire system because it is old and the cabling needs replacing.
- Over half the cameras are outside, so potentially the council could fund/purchase some of the external cameras.
- **It was resolved:** to discuss at a later meeting once further quotes have been obtained.

24/11/11 To review and approve:**a) Financial Regulations**

- **It was resolved:** to approve the Financial Regulations.
- **It was resolved:** to apply for a Screwfix Credit Account with a limit of £500 for use by the Clerk.

24/11/12 To consider job applications and contract for the Grounds Maintenance position

- There were two applications who were interviewed by the Clerk and Cllr Rigby.
- **It was resolved:** to offer the job to P Smith.
- **Action:** Cllr Slinger to make enquiries about pensions with the accountant who helps HCA.

24/11/13 To consider content for the Prattle

- **It was resolved:** to refer to the Neighbourhood Plan progress, reporting of traffic issues/incidents, refurbishment of St Wilfrid's Play Area and reporting of overflowing dog bins.

24/11/14 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
79	Water Plus	Burial Ground water supply	8.68	8.68	-
80	Lancaster City Council	Pest control on the allotments	60.00	50.00	10.00
81	Unity Trust	Bank charges	10.05	10.05	-
82	Envirocare	Grass cutting Oct	428.28	356.90	71.38
83	Kirkwells	Consultancy work for Neighbourhood P	648.00	540.00	108.00
84	HCA	Room hire Oct-Dec	72.00	72.00	-
85	G Bretherton	Salary	420.43	420.43	-
86	C Richardson	Salary	476.90	476.90	-
87	P Bucklow	Salary	401.60	401.60	-
88	L Mills	Salary & reimbursements	1,129.32	1,060.52	68.80
89	Royal British Legion	Poppy appeal - wreath	25.00	25.00	-
		TOTALS	£ 3,680.26	£ 3,422.08	£ 258.18

It was resolved: to approve the above expenditure.

24/11/15 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be held on 11th December 2024 at The Centre. There being no further business the Chair declared the meeting closed at 21:15. Minutes subject to approval at the next meeting.

Signed..... Chair Datej