

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 8th January 2025 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Rigby, Cllr Lamb, Cllr Buntin, Cllr Coates, Cllr Sewell

Clerk: Luke Mills

25/01/01 To receive apologies for absence and to approve the reasons given
None

25/01/02 To consider and approve the minutes of the meeting held on 11th December 2024
It was resolved: that the minutes be accepted as a true record and to be signed by the Chair.

25/01/03 To receive declarations of interests and dispensations
Nothing to report.

25/01/04 Suspension of Standing Orders
Nothing to report

25/01/05 To consider and approve reports:

a) District Councillor Report

From District Cllr Sommerville:

It is likely that the current 'two tier' setup of county and district councils will at some point be changed to there being 3 or 4 unitary authorities in Lancashire. We may be one of the last places to convert though as there is little agreement amongst the existing councils about whether this is a good idea and if it goes ahead which areas should merge. At present it is likely that planned elections to the county council in May will go ahead.

b) Open Spaces, allotments & burial ground

Open Spaces

Completed or In Progress

- Top shackles on the nest swing replaced.

Current Job List

- Moving dog bin onto new post at the Schoolhouse Lane / Low Road junction
- Organising the tool shed
- Removal of 2 x planters from Junior play area.
- Clearing the Burial Ground path
- List of suggested actions from the playground inspection report
- Repainting lines in the car park. Postponed until drier/warmer weather
- Installing the St Wilfrid's benches.

Ground Staff Hours

- December 85 hrs (excl. of holidays)

Open Spaces

- Apparently, there was some damage and theft from the stone "Halton" planter opposite Forest Heights. The damage has not been assessed yet.

- The tree surgeon used in the past has been contacted to provide a quote for the removal of the Sycamore tree (the tree works have been approved by planning).
- **Action:** Reduce or removing the shrubs in front of the bench on the link path to improve the view.

Burial Ground

- Nothing to report

Allotments

- Most plot holders have paid the annual fee
- Allotment skip hire & removing waste:
 - A grab hire firm was asked if they could take away the waste; this seemed promising at first, however they would not accept manure.
 - A groundwork contractor has also been approached to see if they could remove the waste
 - **Action:** Contact local landscapers or see if Aughton residents know any local farmers

c) HCA

- New Year's Eve was a success and very busy; £1,650 profit.

d) Finance Report

- Cllr Rigby has verified the Bank Reconciliation

Financial Statement - January 2025				Balance b/f 1st April 2024			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
8,320	Salary - Clerk	6,792	1,528	49,132	Precept	49,132	-
18,252	Salary - Groundstaff	11,675	2,774	990	Allotments	789	201
6,654	Grass Cutting	6,824	-	20	Rent	125	20
200	Hedge Cutting	-	200	1,600	Burial Ground	1,285	315
540	Pest Control	500	40	600	Bank Interest	1,238	250
550	Play equipment inspections	520	-	-	Damage	-	-
4,914	Repairs & Renewals	3,597	1,317	-	General	-	-
380	Weed & Feed Pitch	400	-	-	Grants	-	6,114
2,000	Tree works & surveying	2,850	2,000	-	Donations	-	-
145	Alarm Maintenance	80	65		VAT	6,656	-
590	Audit	590	-				
72	Bank Charges	61	15				
300	Clerks Expenses	270	30	52,342	TOTAL	59,225	6,900
449	HCA	192	257		FORECAST YEAR END BALANCES		
2,022	Insurance	2,183	-		General A/C	1,954.96	
751	Subs	827	-		General Reseves A/C	9,371.39	
400	Training	-	-		CASHBOOK BALANCES	ACTUAL	Forecast
100	Water	87	13		Gross Receipts	92,806	99,706
184	Website	181	-		Gross Payments	54,969	63,907
20	S137	410	-		CASHBOOK BALANCE	37,837	35,799
46,843	BUDGET TOTAL	38,039.07	8,238		BANK BALANCES (31/12/24)		
-	Assets	871	700		Current a/c	111.60	
-	Misc services	7,038	-		Deposit a/c	43,846.79	
-	Recreational Area Improvements (S106)	2,982	-		BANK BALANCE	43,958.39	
-	Refunds	2,520	-		FUND BALANCES		
882	Emergency Response & Flood Grant	-	-		General A/C	3,292.96	
	VAT claimed	2,982	-		General Reserves A/C	20,500.02	
	VAT to be claimed	537	-		MUGA Sink Fund A/C	6,000.00	
47,725	GROSS TOTAL	54,969	63,907		S106 Recreation Area	8,209.10	
					FUND TOTAL	38,002	

- It was resolved: to accept the Finance Report to 8th January 2025

e) Planning

New Applications (Awaiting Decision)

- [Outline application for the development of 5 residential dwellings and access](#)
 - 24/01354/OUT | Land At Forge Lane/Low Road Halton Lancashire

- [Erection of a two-storey detached building comprising of eight supported living apartments, part demolition and conversion of St Wilfrids Hall into six apartments \(C3\) with associated access and landscaping](#)
 - 24/01275/FUL | St Wilfrids Hall Foundry Lane Halton Lancaster Lancashire LA2 6LT
- [Construction of a new single storey lean-to extension to the west gable end of the property](#)
 - 24/01333/FUL | 35 Low Road Halton Lancaster Lancashire LA2 6LZ
- [Sycamore \(T1\) - Approx.30% full crown reduction, full removal of smaller codominant stem, general pruning to remove dead, damaged or crossing branches](#)
 - 24/0254/TCA | 11 Lune View Park Station Road Halton Lancaster Lancashire LA2 6LH
- [Removal of two trees near the mausoleum](#)
 - 24/0250/TCA | St Wilfrids Church Church Brow Halton Lancaster Lancashire LA2 6LS
- [Erection of replacement front porch](#)
 - 24/01413/FUL | High Barn Aughton Brow Aughton Lancaster Lancashire LA2 8LU

Permitted/Not required

- [Sycamore \(T106\) - fell to ground level \(retain a section of stem at 3m for habitat if desired\) as it is in terminal decline and leaning towards the football pitch. Replant with 1 x "standard size" hornbeam](#)
 - 24/0239/TPO | Halton Youth And Community Centre Low Road Halton Lancaster Lancashire LA2 6NB
- [Sycamore - reduce height back to previous pruning points](#)
 - 24/0235/TPO | The Stables Quarry Road Halton Lancaster Lancashire LA2 6RF
- [4x Silver Birch \(T1, T2, T3, T4\) - Fell 4x Rowan \(T5, T6, T7, T8\) - Fell 1x Elm \(T9\) - Fell](#)
 - 24/0226/TCA | Ivy Cottage Low Road Halton Lancaster Lancashire LA2 6LZ
- [Change of use of office building to dwelling \(C3\) including alterations to fenestration and installation of electric car charging point](#)
 - 24/01187/FUL | 108A High Road Halton Lancaster Lancashire LA2 6PU
- [Retrospective application for the demolition of a lean-to and erection of a conservatory to the rear elevation](#)
 - 24/01147/FUL | Furnace Barn Foundry Lane Halton Lancaster Lancashire LA2 6LU
- **It was resolved:** to object to 24/01354/OUT; any development must be in keeping with the listed buildings and Conservation Area. Additionally the draft Neighbourhood Plan encourages homes of 1-3 bedrooms. The council is willing to take ownership of the land to the south within the flood zone which should be remain as open space.
- **It was resolved:** to support 24/01275/FUL since it is important for the building to be brought back into use. A request for the gifting of the portion of Dale Wood owned by the St Wilfrid's Hall will be made.
- **Action:** Cllr Turner to check on land ownership of the woodland.
- **Action:** Ask planning why 24/01187/FUL was permitted so easily whereas the butcher shop was not?

25/01/06 To consider communications from the public

Nothing to report.

25/01/07 To consider updates on the:

a) Neighbourhood Plan

- Lancaster City Council screened the NDP in December and concluded that it was acceptable, so it has been sent it to the Environment Agency, Historic England and Natural England for further comment with a deadline of 20th January.

b) Castle Hill Project

- New gates have been installed and a section of wall rebuilt. The fencing contractors will start in a couple of weeks.
- The next REPF report is due on the 13th January.

c) St Wilfrid's Park refurbishment

- No progress since last meeting.
- A volunteer has offered to help with Mill Lane play area.
- **Action:** Cllr Turner to organise a site visit with the preferred supplier.
- **It was resolved:** to allocate £4,000 towards the play area refurbishment.
- **It was resolved:** to start identifying suitable grants.

d) Lancashire Orchard Grant

- No progress. The money would need spending before the end of March, so it is looking unlikely.

25/01/08 To consider paying fixed salaries via Standing Order

- **Action:** Clerk to see if a standard timesheet would help reduce work.
- **It was resolved:** to pay by fixed salaries by standing order on the last day of the month.

25/01/09 To consider the budget and the precept for the financial year 2025-26

- The figures agreed at the last meeting have been used to produce the Precept budget for 2025-26. The overall increase in Parish Tax Rate is 4%.

HALTON WITH AUGHTON PARISH COUNCIL 2025-26			
PRECEPT BUDGET	2025/26	2024/25	
ANTICIPATED EXPENDITURE			
REVENUE ACCOUNT			
Staff Costs			
Salary - Clerk	9,039	8,320	
Salary - Groundsmen	19,070	18,252	
Training	500	400	Possible training for Phil
Loan Interest/Capital Repayments			
Public Loan Board repayments	-	-	
Administration			
Audit costs	625	590	Internal & external audit costs
Bank Charges	72	72	£18 per quarter
Clerks expenses & stationery	409	300	Amount spent last year + inflation
HCA	449	449	
Insurance	2,233	2,022	Last years premium + inflation
Subscriptions	786	751	Including LALC, SLCC, ICO, MS + inflation
Water rates (burial ground)	70	100	Based upon last year's actual cost
Web site	255	184	Amount spent last year + inflation
Maintenance			
Grass Cutting	7,318	6,654	Envirocare & Aughton
Repairs and Renewals	4,831	4,914	Average spend over last 6 years
Tree works & surveying	2,000	2,000	Estimate
Play equipment inspections	550	550	Based on last year's actual cost
Weed & Feed Pitch	400	380	Based on last year's actual cost
Allotment pest control	540	540	Pest control from Lancaster City Council
Hedge cutting	200	200	Based on last year's actual cost
Alarm maintenance	145	145	
Other			
Section 137	20	20	Wreath for War Memorial
TOTALS	49,510	46,842	
CAPITAL ACCOUNT			
MUGA maintenance fund	500	1,500	Current balance is £6,000
Play Area fund	4,000		New fund
General Reserves	500	4,000	Current forecast balance is £11,400
TOTAL ANTICIPATED EXPENDITURE	54,510	52,342	
ANTICIPATED INCOME			
REVENUE ACCOUNT			
Rents: Allotments	990	990	
Rent: Other	20	20	
Burial ground fees	1,500	1,600	
Bank interest	600	600	
TOTAL	3,110	3,210	
FORECAST YEAR END BALANCE	-	-	
TOTAL ANTICIPATED INCOME	3,110	3,210	
Precept as Calculated			
Estimated expenditure	54,510	52,342	
Estimated income	3,110	3,210	
Calculated Precept	51,400	49,132	
PRECEPT as CLAIMED			
Total Forecast Spending	54,510	52,342	
Total Forecast Income	3,110	3,210	
CLAIMED PRECEPT	51,400	49,132	
% Change	4.6%	3.7%	
Parish Tax Base	1,147.52	1,140.60	
Parish Tax Rate	£ 44.79	£ 43.08	
Change in Parish Tax Rate (Band D)	£ 1.72	£ 2.25	
% Change in Parish Tax Rate	4.0%	5.5%	

- **It was resolved:** to request £51,400 from Lancaster City Council to meet the expenses of the Parish Council for 2025-26.

25/01/10 To consider topics to include in the Prattle

- **It was resolved:** to mention progress on Castle Hill and St Wilfrid’s play area refurbishment, planning applications for Town End Farm and St Wilfrid’s Hall, and the councillor vacancy.

25/01/11 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
103	Water Plus	Burial Ground water supply	8.68	8.68	-
104	Lancaster City Council	Pest control on the allotments	60.00	50.00	10.00
105	Unity Trust	Service charge	7.65	7.65	-
106	Alian Energy	Castle Hill - Gate replacement - REPF	1,881.44	1,881.44	-
107	Alian Energy	Castle Hill - Wall replacement - REPF	1,932.52	1,932.52	-
108	G Bretherton	Salary	338.85	338.85	-
109	P Bucklow	Salary	401.60	401.60	-
110	P Smith	Salary	652.60	652.60	-
111	L Mills	Salary & reimbursements	934.99	892.90	42.09
		TOTALS	£ 6,218.33	£ 6,166.24	£ 52.09

It was resolved: to approve the above expenditure.

25/01/12 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be held on 12^h February 2025 at The Centre. There being no further business the Chair declared the meeting closed at 20:30. Minutes subject to approval at the next meeting.

Signed..... Chair Datej