

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 12th February 2025 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Turner, Cllr Rigby, Cllr Lamb, Cllr Coates, 1 member of the public

Clerk: Luke Mills

25/02/01 To receive apologies for absence and to approve the reasons given

Cllr Sewell, Cllr Buntin

25/02/02 To consider and approve the minutes of the meeting held on 8th January 2025

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

25/02/03 To receive declarations of interests and dispensations

Nothing to report

25/02/04 Suspension of Standing Orders

Resident of High Rd

- They wondered when the collapsed wall will be repaired.
- They were concerned about the cost of the playground at St Wilfrid's Park.
- Worried about overgrown hedges on High Road which along with cars parked on the pavement which makes it difficult to use the path.

25/02/05 To consider and approve reports:

a) District Councillor Report

Nothing to report

b) Open Spaces, allotments & burial ground

Completed or In Progress

- Bin on Schoolhouse Lane moved further onto the verge to make it accessible from the pavement.
- Burial ground path clearance ongoing
- Planters in the play area removed

Current Job List

- Fitting some replacement safety mats under the swing on the pitch
- Long list of suggested actions from the playground inspection report
- Fix coping stones on the stone planter on Low Rd
- Repainting lines in the car park. Postponed until drier/warmer weather
- Installing the St Wilfrid's benches.

Ground Staff Hours.

- December 74 hrs (excl. of holidays)

Open Spaces

- A tree surgeon has quoted for removing the Sycamore by the pitch:
 - **It was resolved:** to accept the quote from Bowland Tree Services of £500
- Highways visited High Road to review the collapsed wall and confirmed that it is not their responsibility.

- **Action:** Clerk to seek quotes for the repair and check with planning whether there are any conditions relevant to the Conservation Area.
- Part of the car park fence has been damaged by a car.
 - **It was resolved:** to use treated softwood timber to repair it.
- The generator needs occasional running for maintenance purposes.
 - **Action:** Clerk to add it to the maintenance schedule.
 - **Action:** Schedule a test of the generator with the Centre later in the year.
- Halton Juniors asked whether permanent signage could be placed on the side of the shed.
 - **It was resolved:** No permanent signage. Temporary signs during matches and training is fine.
- Screwfix trade account:
 - **It was resolved:** to set a £500 limit on the account.

Burial Ground

- Nothing to report

Allotments

- Most plot holders have paid the annual fee. The plot holder of 7a has decided not to renew.

c) HCA

- Quite a few repairs and water leaks. Planning to do the decking before the summer and canopy in the summer.
- Floor to be replaced next year.

d) Finance Report

- Cllr Rigby has verified the Bank Reconciliation for January.

Financial Statement - February 2025				Balance b/f 1st April 2024			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
8,320	Salary - Clerk	7,474	846	49,132	Precept	49,132	-
18,252	Salary - Groundstaff	13,074	1,311	990	Allotments	1,034	66
6,654	Grass Cutting	6,824	-	20	Rent	125	20
200	Hedge Cutting	220	-	1,600	Burial Ground	1,285	315
540	Pest Control	550	50	600	Bank Interest	1,238	250
550	Play equipment inspections	520	-	-	Damage	-	-
4,914	Repairs & Renewals	4,488	426	-	General	-	-
380	Weed & Feed Pitch	400	-	-	Grants	6,114	-
2,000	Tree works & surveying	2,850	2,000	-	Donations	-	-
145	Alarm Maintenance	257	-	-	VAT	6,656	-
590	Audit	590	-				
72	Bank Charges	84	8				
300	Clerks Expenses	294	6	52,342	TOTAL	65,583	651
449	HCA	264	-		FORECAST YEAR END BALANCES		
2,022	Insurance	2,183	-		General A/C	- 634.59	
751	Subs	827	-		General Reserves A/C	8,218.89	
400	Training	-	-		CASHBOOK BALANCES	ACTUAL	Forecast
100	Water	95	5		Gross Receipts	99,164	99,815
184	Website	190	-		Gross Payments	60,179	65,531
20	S137	410	-		CASHBOOK BALANCE	38,985	34,285
46,843	BUDGET TOTAL	41,595.14	4,652		BANK BALANCES (31/01/25)		
-	Assets	871	700		Current a/c	- 7.65	
-	Misc services	8,190	-		Deposit a/c	36,319.56	
-	Recreational Area Improvements (S106)	2,982	-		BANK BALANCE	36,311.91	
-	Refunds	2,520	-		FUND BALANCES		
882	Emergency Response & Flood Grant	-	-		General A/C	3,365.95	
	VAT claimed	2,982	-		General Reserves A/C	20,500.02	
	VAT to be claimed	1,039	-		MUGA Sink Fund A/C	6,000.00	
47,725	GROSS TOTAL	60,179	65,531		S106 Recreation Area	8,209.10	
					FUND TOTAL	38,075	

- **It was resolved:** to accept the Finance Report to 12th February 2025

e) Planning

- A letter in support of St Wilfrid's Hall application was submitted.
 - **Action:** Clerk to send a letter to the company to ask whether they would consider donating the Dale Wood land to the Parish Council.

New Applications (Awaiting Decision)

- Construction of dormer extensions to front and rear elevations and erection of single story rear extension
 - [25/00035/FUL](#) | 7 Oak Drive Halton Lancaster Lancashire LA2 6QJ
- Erection of replacement front porch
 - [24/01413/FUL](#) | High Barn Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) with associated landscaping
 - [24/01295/FUL](#) | Curlew Cottage Park Lane Halton Lancaster Lancashire LA2 6PD

Permitted/Not required

- 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
- 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

Refused

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

25/02/06 To consider communications from the public

Local Resident

Worried about the recent accident at the narrow gap on Low Road and wondering whether there is any way to reduce this risk.

Action: Clerk to log the accident

25/02/07 To consider updates on the:

a) Neighbourhood Plan

- The plan was submitted to Lancaster City Council after no additional actions were deemed necessary.
- Lancaster City Council are preparing for the final 6-week public consultation and have asked for information.
- **It was resolved:** that the start of the 6-week public consultation should happen at the earliest opportunity.
- **Action:** Clerk to respond to Lancaster City Council suggesting the following locations for paper versions of the Neighbourhood Plan during the consultation: The Centre, Aughton Village Hall, Halton Mill, Library, Social Club
- **Action:** Cllr Slinger to produce a quote for the press release.

b) Castle Hill Project

- The REPF grant claim of £6,113.96 has been received.
- The fencing has been completed. The cost will be £1,152.50 + vat. It was agreed last year that this would be covered by the council as match funding for the REPF grant.
- Grass mats are on order along with 2 picnic tables. A bin may be useful, but only if it can be emptied by Lancaster City Council. Signage will also be ordered and the bottom gate repaired.
- There will be a **Grand opening on Sat 12th April 11-3pm**, which will include an historic re-enactment and a visit by the Mayor or their deputy. The Heritage Group will pay for the opening event.

c) Play Areas refurbishment

- St Wilfrid's Park
 - The cost has been reduced to approximately £40,360. This could be reduced by £600 if we remove the existing equipment beforehand. The work would take around 2 weeks.
- Mill Lane play area
 - It has been closed by the owners. This is not currently the responsibility of the Parish Council, though the longer-term plan is to lease it.
- **Action:** Clerk to contact Lancaster City Council and ask about extending the lease.
- **Action:** Clerk to ask LALC whether they can recommend any specialist solicitors.

d) Lancashire Orchard Grant

- £485 has been offered to purchase trees.
- **It was resolved:** Cllr Coates to sign-off the grant agreement.
- **Action:** Speak to neighbours around the orchard area to ask whether flowering cherries (or similar) would be acceptable replacement for the apple trees.

25/02/08 To consider quotes for replacing the fencing at the allotment entrance

- Various quotes have been received ranging from £1,169 to £6,169. Only one firm offered to deal with the mounds of chippings/soil.
- **It was resolved:** to accept the quote from Jamie Gott at a cost of £1,750 which includes removal of the debris and existing fencing.

25/02/09 To consider applying to Halton Lune Trust for a grant to replace play equipment

- **It was resolved:** to apply to Halton Lune Trust for £30,000 for refurbishing the play area at St Wilfrid's Park

25/02/10 To consider purchasing new CCTV outside the Centre

- The CCTV around the Centre need updating.
- **It was resolved:** to purchase some new CCTV cameras at a cost of £2,115 + vat.

25/02/11 To consider renewing subscriptions:

a) Green Waste collection

- **It was resolved:** to renew the green waste collection for both bins at a cost of £92

b) Pest control and the allotments

- **It was resolved:** to renew the pest control at the allotments at a cost of £738.72+v.at.

25/02/12 To review and approve:

a) Standing Orders

- **It was resolved:** to approve the Standing Orders.

b) Code of Conduct

- **It was resolved:** to approve the Code of Conduct

c) Safe Working Method Statements

- **Action:** Clerk to review the assessments ready for the next meeting.

25/02/13 To consider allowing the clerk to make internal transfers on the bank accounts

- It is still unclear whether Unity Trust would allow the Clerk to make internal transfers.
- **Action:** Clerk to contact the bank again
- **It was resolved:** to keep a larger buffer of £2,500 in the current account.

25/02/14 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
112	Water Plus	Burial Ground water supply	8.68	8.68	-
113	Lancaster City Council	Pest control on the allotments	60.00	50.00	10.00
114	Unity Trust	Service charge & fees	22.80	22.80	-
115	P Bucklow	Salary	401.60	401.60	-
116	P Smith	Salary	652.60	652.60	-
117	L Mills	Salary	682.45	682.45	-
118	E M Burrow & Son	Hedgecutting - Nov	264.00	220.00	44.00
119	Alerta Systems Ltd	Annual service and maintenance + new	212.23	176.86	35.37
120	HCA	Room hire (Jan-Mar)	72.00	72.00	-
121	G Bretherton	Salary	345.13	345.13	-
122	L Mills	Reimbursements	344.81	289.66	55.15
123	Dennis Barnfield	Kubota service & parts	761.15	634.30	126.85
124	<tb>	Fencing on Castle Hill	1,383.00	1,152.50	230.50
		TOTALS	£ 5,210.45	£ 4,708.58	£ 501.87

It was resolved: to approve the above expenditure.

25/02/15 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be held on 12^h March 2025 at The Centre. There being no further business the Chair declared the meeting closed at 21:00. Minutes subject to approval at the next meeting.

Signed..... Chair Datej