

**HALTON WITH AUGHTON PARISH COUNCIL****MINUTES OF PARISH COUNCIL MEETING
Wednesday 11th June 2025 7:15pm @ The Centre, Halton**

Chair: Cllr Slinger

Present: Cllr Coates, Cllr Rigby, Cllr Turner, Cllr Lamb, Cllr Buntin (arrived 7:20pm), Cllr Sewell (arrived 7:30pm)
County Cllr Crimmins, 4 members of the public

Clerk: Luke Mills

25/06/01 To receive apologies for absence and to approve the reasons given

None.

25/06/02 To consider and approve the minutes of the meeting held on 14th May 2025

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

25/06/03 To receive declarations of interests and dispensations

- Cllr Coates noted a non-pecuniary interest on the planning application from Senior Cohousing
- Cllr Lamb noted a non-pecuniary interest in the burial ground item

25/06/04 Suspension of Standing Orders

Representatives from Senior Cohousing

- Presented their plans for a revised planning application for 14 homes for over 55s for the site on Forge Lane.
- There are currently spaces available in the project.

Local Resident

- Has strong objections to the planning application for 80 homes off Low Road (23/01327/OUT)

Owner of house on Town End Farm

- Very concerned about the traffic through the narrow gap on Low Road, which has worsened since the Bay Gateway. Several vehicles have struck their home including a crane along with various accidents.
- Ideas discussed might include automatic speed sign, swapping the give way signs or traffic lights
- Any changes would need support from Highways.

25/06/05 To consider and approve reports:

a) District Councillor Report

- Nothing to report.

b) Open Spaces, allotments & burial ground

General

- Ongoing issues with the new petrol formulation destroying the carburettors on the smaller engine equipment.
- The Playdale annual play area inspection has been completed. Informally, no high risks were identified.
- There is an error showing on the Tool shed alarm system, so the supplier will check it this week.
- Water is getting into the generator store. It is likely to be seeping through the blockwork on the ground.
- **Action:** Downpipe to be altered to direct water away from the shed. Consider creating a drainage hole.

Completed or In Progress

- The Army Camp Path has been strimmed by Envirocare
- Weeding at the War Memorial & Burial Ground; the gravel path is very overgrown again.

Current Job List

- Installing the bus stop bench.
- Getting the security bollard serviced.
- Repainting the skate park shelter
- Replacing the tyres under the seesaw.

Open Spaces

- The s106 has been virtually spent on pitch improvements. The remaining sum of almost £2,000 could be used to help purchase a replacement mower.
- **Action:** Clerk to investigate replacement mower options.
- The contractor used by County Council to refurbish bus shelters has quoted £3,420 + vat for repairing the roofs on both shelters.
- **Action:** Clerk to obtain other quotes for repairing the roofs.

Burial Ground

- Planning Enforcement at City Council and Highways were contacted about the vans. Planning have raised it with Highways and asked for photos.
- **Action:** Clerk to send details to County Councillor.
- There is a discrepancy noticed recently between the fees document and burial ground rules when deciding on whether someone is charged the resident rate or non-resident rate.
- **It was resolved:** that the local charge is applicable to residents or who were residents prior to care with discretion of the Clerk.
- **Action:** Clerk to amend Burial Ground rules.

Allotments

- The allotments have not been checked this year, so an inspection will be made soon.

c) HCA

- Interviews have been held for a new member of the Coffee Shop team

d) Finance Report

- Unity Trust have charged 4p interest 3 times and refunded us the same amount 2 times. This feels like a glitch in their system, so they will be contacted.
- A VAT claim of £2,992.37 has been made and received, covering Oct-24 to Apr-25.
- The following receipts have been recorded:

Date	Ref	Payee	Description	TOTAL
Jun-25	7	Unity Trust	Refund of interest	0.04
Jun-25	8	Tony Holmes Ltd	Irving Inscription	35.00

- Cllr Rigby has verified the Bank Reconciliations for May & June.

Financial Statement - 11th June 2025				Balance b/f 1st April 2025 17,878.59			
Budget	PAYMENTS	Actual	Forecast Remaining	Budget	RECEIPTS	Actual	Forecast Remaining
8,512	Salary - Clerk	2,046	6,465	51,400	Precept	51,400	0
18,490	Salary - Grounds	4,553	13,937	990	Allotments	-	990
1,107	HMRC	574	533	20	Rent	-	20
7,318	Grass Cutting	3,827	3,491	1,500	Burial Ground	395	1,105
200	Hedge Cutting	-	200	600	Bank Interest	0	600
540	Pest Control	616	-	-	Damage	-	-
550	Play equipment inspections	520	-	-	General	-	-
4,831	Repairs & Renewals	853	3,978	-	Grants	11,710	-
400	Weed & Feed Pitch	-	400	-	Donations	-	-
2,000	Tree works & surveying	-	2,000	-	VAT	-	2,982
145	Alarm Maintenance	-	145	-			
625	Audit	308	317	-			
72	Bank Charges	25	47	54,510	TOTAL	63,505	5,697
409	Clerks Expenses	10	399				
449	HCA	72	377		CASHBOOK BALANCES	ACTUAL	Forecast
2,233	Insurance	-	2,233		Gross Receipts	81,383.38	87,080
20	S137	-	20		Gross Payments	17,206.32	52,804
786	Subscriptions	526	259		CASHBOOK BALANCE	64,177.06	34,277
500	Training	-	500		BANK BALANCES (31/5/25)		
70	Water	27	43		Current a/c	1,039.72	
255	Website	-	255		Deposit a/c	68,462.84	
49,510	BUDGET TOTAL	13,958.25	35,597.54		BANK BALANCE	69,502.56	
					FUND BALANCES		
-	Assets	227	-		General	26,144.01	
-	Misc services	-	-		General Reserves	21,000.02	
8,595	Recreational Area Improvements (S106)	1,719			Play Area	4,000.00	
-	Refunds	-	-		MUGA Sink Fund	6,500.00	
	VAT claimed	-			S106 Recreation Area	6,533.03	
	VAT to be claimed	1,302			FUND TOTAL	64,177.06	
58,106	GROSS TOTAL	17,206	52,804				

- It was resolved: to accept the Finance Report to 11th June 2025

e) Planning

New Applications (Awaiting Decision)

- [25/00074/DIS](#) | Discharge of condition 3 on approved application 23/00368/FUL
 - 54 Lythe Fell Avenue Halton Lancaster Lancashire LA2 6NL
- [25/00503/FUL](#) | Change of use of land adjacent to the property boundary from agricultural land to private residential garden land
 - Burton House Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [25/00587/PLDC](#) | Proposed lawful development certificate for construction of dormer extension to rear elevation
 - 33 Beech Road Halton Lancaster Lancashire LA2 6QQ

Permitted/Not required

- [25/00290/PLDC](#) | Proposed lawful development certificate for the erection of a single storey rear extension and construction of a dormer extension to the rear roof slope
 - 23 Lythe Fell Avenue Halton Lancaster Lancashire LA2 6NH
- [25/00537/NMA](#) | Non material amendment to planning permission 18/01422/FUL to amend the external finish of the Erget House Type garage elevation from cladding to render
 - Land To The Rear Of Pointer Grove And Adjacent To High Road Halton Lancashire
- [25/00058/DIS](#) | Discharge of condition 3 on approved application 24/01333/FUL
 - 35 Low Road Halton Lancaster Lancashire LA2 6LZ
- [25/00268/FUL](#) | Relocation of doorway and window to front elevation, replacement and insertion of new rooflight windows to rear elevation, replacement of all windows and reroofing
 - 83 High Road Halton Lancaster Lancashire LA2 6PS

Refused or Withdrawn

- [25/00065/DIS](#) ([22/00874/FUL](#)) | Discharge of condition 5 on approved application 22/00874/FUL
 - Land North Of Bottomdale Road East Of M6 Bottomdale Road Halton Lancashire <Willows Park>
- [25/00468/NMA](#) | Non-material amendment to planning permission 22/00160/FUL to amend dormer and gable cladding
 - 38 Oak Drive Halton Lancaster Lancashire LA2 6QL

25/06/06 To consider response to revised outline planning application for 80 homes (23/01327/OUT)

- The application has been revised, mainly changes to drainage and landscaping but also some other reports.
- The District Councillors have been asked if they could ask Planning about our S106 request made last year to ensure that it is not overlooked or dismissed.
- **It was resolved:** to send in a further objection to the application.
- **Action:** Clerk to send County Councillor a copy of the objection.

25/06/07 To consider communications from the public

- Nothing to report.

25/06/08 To consider responding to the Local Plan call for Green Spaces

- Following the Local Plan presentation on 21st May, questionnaires on the Housing Needs and Gypsy & Traveller accommodation were completed and returned before the deadline.
- The planning department also welcomed Green Space nominations.
- **It was resolved:** to nominate all Local Green Spaces proposed in the draft Neighbourhood Plan.

25/06/09 To consider cancelling water supply at the Burial Ground

- **Decision required:** it was resolved to continue the supply.

25/06/10 To consider repairing the Castle Hill flagpole

- The flagpole needs re-ropeing and possibly new fixtures.
- **Action:** Contact Vic.

25/06/11 To consider using a public loan for the St Wilfrid's Park play area refurbishment

- Cllr Turner has put in another grant application for £15k.
- The Lancashire Environment Fund might be an option but needs a contribution of £1,500.
- The process for applying for a Public Loan appears much the same as last time, ie. there needs to be a body of evidence that the public have been consulted and support it.
- **Action:** Defer until September when the outcome of the grant application(s) should be known.

25/06/12 To consider options for rebuilding the Parish Council website

- A locally based website firm who manage many parish council websites including Caton, Slyne and Quernmore have provided a quote to build and run the website:
 - Initial Build: Normally £500 but will do this for FREE
 - Monthly Fee: £30.80 + VAT (this includes hosting, .gov.uk domain name, 1 x gov.uk email address (with support), SSL certificate, full training, and a helpline for the Clerk)
 - The feedback from the clerks at Caton and Slyne has been very positive.
- **Action:** Clerk to investigate further and clarify details of the package.

25/06/13 To consider renewing lease with Lancaster City Council on St Wilfrid's Park & Schoolhouse Lane

- The legal team have agreed in principle to renew the lease for St Wilfrid's Park and Schoolhouse Lane at a cost of £21 (£1 pa over 21 years) + legal fees.
- **It was resolved:** to approve the terms and proceed with drafting the lease

25/06/14 To consider allotment fees for 2026

- **It was resolved:** to increase to the standard allotment to £35 pa from 2026

25/06/15 Annual Governance and Accountability Return 2024/25:**a) To receive, consider and agree the Internal Auditor's Report along with any recommendations**

- The Internal Auditor has reviewed the accounts and signed off the relevant part of the AGAR. Actioning the recommendations is covered in the next agenda item.
- **It was resolved:** to accept the AGAR Internal Audit Report and to act upon the recommendations provided

b) To receive, consider and approve the Annual Governance Statement and Accounting Statements, along with supporting documents and to authorise the Chair to sign

- **It was resolved:** to approve the Annual Governance Statement and authorise the Chair and Clerk to sign
- **It was resolved:** to approve the Accounting Statements and authorise the Chair to sign

c) To confirm the dates of the period for the exercise of public rights

- **It was resolved:** to agree to the period for the exercise of public rights

25/06/16 To consider the Internal Audit recommendations, including:**a) creating a simple checklist/procedure to follow when before approving expenditure likely to be above £2,000**

- **It was resolved:** to create a simplified procedure to check what steps are required when approving expenditure.

b) applying for a business card to cover expenses

- **It was resolved:** to apply for a Unity Trust card for use by the council.

25/06/17 To consider and approve accounts for payment for expenses incurred since the last meeting

Ref	Payee	Description	TOTAL	NET	VAT
29	Unity Trust	Interest - 30th Apr	0.04	0.04	
30	Water Plus	Burial Ground water supply	9.16	9.16	
31	Unity Trust	Fees	8.25	8.25	
32	Envirocare	Grass cutting - May	890.81	742.34	148.47
33	Envirocare	Army Camp Path strimming - June	180.00	150.00	30.00
34	HMRC	NI / Tax deductions for 25-26 Period 03	121.01	121.01	
35	Dennis Barnfield	Repairs to Kubota	182.88	152.40	30.48
36	L Mills	Reimbursements	137.01	116.31	20.70
37	G Bretherton	Salary - May	398.35	398.35	
38	P Bucklow	Salary - June	488.30	488.30	
39	P Smith	Salary - June	668.20	668.20	
40	L Mills	Salary - June	682.01	682.01	
41	Aughton PCC	Grass cutting and maintenance	1,450.00	1,450.00	
42	Halton Gardening Group	Reimbursements for plants	71.00	71.00	
43	Dennis Barnfield	Parts	38.52	32.10	6.42
44	Unity Trust	Interest - 31st May	0.04	0.04	
		TOTALS	£ 5,325.58	£ 5,089.51	£ 236.07

It was resolved: to approve the above expenditure.

25/06/18 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 9th July 2025 commencing at 7:15pm at The Centre.

There being no further business the Chair declared the meeting closed at 20:45. Minutes subject to approval at the next meeting.

Signed..... Chair Datej