

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

Chair: Cllr Slinger
Present: Cllr Rigby, Cllr Lamb, Cllr Turner, Cllr Sewell, District Cllr Sommerville, County Cllr Crimmins
Clerk: Luke Mills

25/10/01 To receive apologies for absence and to approve the reasons given

- Cllr Buntin, Cllr Coates

25/10/02 To consider and approve the minutes of the meetings held on 10th September 2025

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

25/10/03 To receive declarations of interests and dispensations

- Cllr Sewell & Cllr Slinger declared that they are trustees of Halton Lune Trust

25/10/04 Suspension of Standing OrdersCounty Cllr Crimmins

- Local Government reorganisation is taking up a lot of time.
- A joint meeting of local parish councils and highways is being organised to discuss speeding.

25/10/05 To consider co-option of new Parish Councillor

- **It was resolved:** to co-opt Jessica Bellarby as a Parish Councillor for the Halton with Aughton East ward.

25/10/06 To consider and approve reports:**a) District Councillor Report**

- New bins are being delivered. 3-week collection cycle due to start from April.
- There are ongoing discussions about the encampment outside the Burial Ground.

b) Open Spaces, allotments & burial groundGeneral

- A car destroyed several sections of the car park fencing. Repairs will be organised.
- The grass on Castle Hill has been cut and collected.
- **Action:** Consider how the grass will be cut next year at the next meeting
- The hanging branches on the Oak tree by the pitch have been removed.
- A member of the public highlighted that there was a sizeable crack in a limb of the Oak tree on Quarry Road. Additionally, another branch is hanging very low over the road. A tree works application to prune it has been made to City Council (see Planning section).

Completed or In Progress

- Re-painting of the tarmac outside the Centre has continued.
- Sand pit refilled

Current Job List

- New chains needed for the toddler swings at the Centre
- Create compost/mulch bays at the allotments

Open Spaces

- No response from Highways regarding the High Road collapsed wall. They will be chased again.

Burial Ground

- Nothing to report.

Allotments

- Three plots have become available so new tenants will be agreed shortly.

c) HCA

- Various repairs have taken place recently.
- Valley Church have stopped using the Centre, so the hall is now available on Sundays.
- The canopy and decking will be replaced in the next couple of weeks.
- Tickets for the New Years ceilidh are available.
- Xmas Fair on the 30th November – tables available.

d) Finance Report

- The new council charge card has been received and is in use. Expenditure will be listed in the payments section.
- The following receipts have been recorded:

RECEIPTS			
Ref	Payee	Description	TOTAL
19	T Standen	Interment of M ROWE	55.00
20	Unity Trust	Interest	355.52
		TOTALS	£ 410.52

- CLlr Rigby has verified the bank reconciliations for July, August & September

Financial Statement - 5th October 2025				Balance b/f 1st April 2025			
BUDGET	PAYMENTS	ACTUAL	Forecast Remaining	BUDGET	RECEIPTS	ACTUAL	Forecast Remaining
8,512	Salary - Clerk	4,775	3,737	51,400	Precept	51,400	0
18,490	Salary - Grounds	10,503	7,987	990	Allotments	-	990
1,107	HMRC	937	170	20	Rent	-	20
7,318	Grass Cutting	7,468	-	1,500	Burial Ground	1,076	424
200	Hedge Cutting	-	200	600	Bank Interest	735	250
540	Pest Control	616	-	-	Damage	-	-
550	Play equipment inspections	520	-	-	General	1,028	-
4,831	Repairs & Renewals	2,299	2,531	-	Grants	31,710	15,160
400	Weed & Feed Pitch	-	400	-	Donations	6,287	-
2,000	Tree works & surveying	500	1,500	-	VAT	2,992	13,168
145	Alarm Maintenance	-	145				
625	Audit	623	-	54,510	Totals	95,229	30,012
72	Bank Charges	60	12				
409	Clerks Expenses	130	279	54,510	BUDGET vs PREDICTION		125,241
449	HCA	120	329				
2,233	Insurance	2,112	-				
20	S137	-	20				
786	Subscriptions	676	109				
500	Training	-	500				
70	Water	64	6				
255	Website	37	218				
49,510	Totals	31,439	18,144				
-	Assets	10,227	30,360				
-	Misc services	270	-				
8,595	Recreational Area Improvements (S106)	6,602	-				
-	Refunds	-	-				
	VAT claimed	264					
	VAT to be claimed	5,168	8,000				
8,595	Totals	22,531	38,360				
58,106	BUDGET vs PREDICTION		110,474				

CASHBOOK BALANCES		ACTUAL	PREDICTED
Gross Receipts		113,107	143,120
Gross Payments		53,971	110,474
CASHBOOK BALANCE		59,136.78	32,646
BANK BALANCES (30/9/25)			
Current a/c		836.51	
Deposit a/c		63,284.29	
BANK BALANCE		64,120.80	
FUND BALANCES			PREDICTED
General		26,963.55	-
General Reserves		21,000.02	26,146
Play Area		4,000.00	-
MUGA Sink Fund		6,500.00	6,500
S106 Recreation Area		673.21	-
FUND TOTAL		59,136.78	32,646

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

e) Planning

New Applications (Awaiting Decision)

- [25/0193/TPO](#) | T112 Oak - Remove cracked lower limb over neighbouring entrance; Prune lower limb sitting over road.
 - Quarry Road Halton Lancashire

Permitted/Not required

- [25/0187/TPO5](#) | Removal of partially failed limb (Oak)
 - Playing Field High Road Halton Lancaster Lancashire LA2 6PS
- [25/00894/PLDC](#) | Proposed lawful development certificate for the erection of a single storey rear extension to replace existing conservatory
 - 11 Beech Road Halton Lancaster Lancashire LA2 6QQ
- [25/00142/DIS](#) | Discharge if condition 3 on approved application 25/00062/LB
 - Ghyll House Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [25/00138/DIS](#) | Discharge of condition 4 on approved application 25/00061/FUL
 - Ghyll House Aughton Brow Aughton Lancaster Lancashire LA2 8LU
- [25/00825/VCN](#) | Erection of a single storey side and rear extension with overhanging roof, construction of balustrade, external steps and raised patio area to the rear, construction of a dormer extension to the front elevation and construction of a ramp to the side (Variation of condition 2 on planning permission 22/00160/FUL to amend the approved plans to include alterations to materials, alterations to the side extension roof, a decreased terrace area and omission of ramp)
 - 38 Oak Drive Halton Lancaster Lancashire LA2 6QL
- [25/00670/ELDC](#) | Existing lawful development certificate for a loft conversion and installation of solar panels and skylights to the rear roof elevation
 - 13 St Wilfrids Park Halton Lancaster Lancashire LA2 6PN

25/10/07 To consider communications from the public

Resident on Mill Lane

- They had a near miss on the junction of Forge Lane and Mill Lane near Halton Mill. They think that the junction should be made clearer with paint.
- The resident has been given details of the owners of both roads. Forge Lane is adopted by Highways, Mill Lane is still a private road.

25/10/08 To receive and consider updates:

a) Encampment outside Burial Ground

- Several more complaints since the last meeting.
- There have been discussions between various parties (City Council, Highways, Councillors, Police). It is generally agreed that County should be leading on legal process since they own the land.
- A parent of a child attending the nursery is planning to raise a formal question at the full County Council meeting.
- **It was resolved:** to raise a formal question at the County Council meeting.

b) Neighbourhood Plan, including quote from Kirkwell's to produce final version of the plan

- Kirkwell's have made the final edits to the plan. Once a new combined policy map from City Council has been received it will be added and a final review completed to ensure all links and numbers are correct.
- **It was resolved:** to progress the Neighbourhood Development Plan to the parish referendum stage once the final changes have been completed and it has been reviewed

c) St Wilfrid's Park play area refurbishment

- Work has started and should be completed this week.
- The lease work is progressing.

d) Selection of Annual Insurance policy

- The final three quotes were as follows:
 - a. James Hallam (Aviva): £2,112
 - b. Clear Councils (Ecclesiastical) : £2,372
 - c. Zurich: £2,614
- The quote from James Hallam was selected by the Clerk and Chair.
- It was noted that the Aviva policy does not cover any significant tree work, though minor pruning is acceptable.
- **Action:** Clerk to inform the grounds staff

e) New website

- The website company will also manage the email service to reduce the risk of domain issues and to enable future councillor email addresses.
- The new website is almost complete, just awaiting the domain transfer and swap over of email hosting.
- **Action:** Clerk to ask whether a less “corporate” colour scheme could be used.

25/10/09 To consider actions for Lancashire's "Slow Down Save Lives"

- Highways have provided a “Slow Down Save Lives” banner and bin stickers.
- **It was resolved:** to site it on High Road opposite Arrow Lane and then Castle Hill gates after 12 weeks; other potential sites will be identified.
- **It was resolved:** to leave bin stickers in the Centre & library so that people can use them on their bins.

25/10/10 To consider restoring 3 memorials at Halton Burial ground and Halton Lune Trust grant application

- There are three graves (John Harold Hastings, Edmund & Alice Sharpe and Mary Jane Monks) at St Wilfrid’s Church which are historically important to Halton and have fallen into disrepair. No living relatives have been found so far.
- Quotes were sought to have the graves restored. Only one company provided a quote (£3,466) which included all the necessary work.
- **It was resolved:** to apply to Halton Lune Trust for £2,000 towards the restoration of the three graves.
- **It was resolved:** to contribute up to £1,500 from the General Reserves towards the restoration of the three graves.
- **It was resolved:** to restore the memorials of John Harold Hastings, Edmund & Alice Sharpe and Mary Jane Monks if the grant is approved by Halton Lune Trust.

25/10/11 To receive the external audit report and the Annual Governance and Accountability Return for 2024-25 and consider any recommendations

- A notice of conclusion of audit was publicised before 30th September along with the AGAR.
- Section 3 of the AGAR has been completed and signed off by the external auditor PKF Littlejohn LLP, however they note:
Section 1, Assertion 2 has been incorrectly completed, and the correct response should be ‘No’. The smaller authority has not followed its financial regulations during the financial year in multiple instances. This is consistent with the Internal Auditor’s response to Internal Control Objective B.
- The Internal Audit report was considered in June (item 25/06/16).
- **Action:** Review the Finance Regulations at the next meeting, along with a new procedure for reviewing expenditure commitments.
- **It was resolved:** to accept the external audit report for 2024-25.

25/10/12 To review and approve:

a) IT & Data Policy

- An IT policy is now mandatory. The required content of the policy is not clearly defined. The new IT and Data Policy tries to be practical and also cover data management and retention issues.
- **It was resolved:** to approve and adopt the IT & Data Policy

b) Code of Conduct

- No changes recommended this year.
- **It was resolved:** to approve and adopt the Code of Conduct.

c) Statement of Internal Control

- The only change proposed is to replace:

Payments are made in accordance with the approved Standing Orders and Financial Regulations and are paid by the following methods:

- *Online banking requiring two signatures*
- *Cheques requiring two signatures.*
- *Direct Debit (Water rates and Public Works Loan Board only).*

- with:

Payments are made in accordance with the approved Standing Orders and Financial Regulations.

- **It was resolved:** to approve and adopt the Statement of Internal Control.

25/10/13 To consider Remembrance Sunday preparations

- Trevor Green will present the history of those soldiers named on the War Memorial on Saturday 25th October 2-4pm in The Centre. He has spent many years investigating and recording this information.
- Remembrance Sunday is on 9th November.
- **Action:** Cllr Slinger will operate the PA

25/10/14 To consider and approve accounts for payment for expenses incurred since the last meeting

PAYMENTS					
Ref	Payee	Description	TOTAL	NET	VAT
82	Water Plus	Burial Ground water supply - Direct Debit	9.16	9.16	
83	Unity Trust	Fees - Direct Debit	8.25	8.25	
84	James Hallam Ltd	Annual Insurance	2,111.99	2,111.99	
85	Envirocare	Grass cutting - Sep	1,336.21	1,113.51	222.70
86	Bowland Tree Services	Removing hanging oak branches	500.00	500.00	
87	HCA	Meeting room hire Jul, Sep	48.00	48.00	
88	Huws Gray	Play sand	92.94	77.45	15.49
89	Kirkwells Ltd	Final edits to NDP	324.00	270.00	54.00
90	Parish Online	Mapping software subscription	144.00	120.00	24.00
91	L Mills	Reimbursements	125.97	108.30	17.67
92	G Bretherton	Salary - Sep	327.68	327.68	
93	P Bucklow	Salary - Oct - Standing order	488.30	488.30	
94	P Smith	Salary - Oct - Standing order	668.20	668.20	
95	L Mills	Salary - Oct - Standing order	682.21	682.21	
96	Easy Web Sites	Website hosting - Direct debit	36.96	36.96	
97	Lloyds Bank	Card purchases - Direct debit	203.81	170.34	33.47
		TOTALS	£ 7,107.68	£ 6,740.35	£ 367.33

It was resolved: to approve the above expenditure.

25/10/15 To confirm the date of next Parish Council Meeting

The next meeting of the Parish Council will be arranged for 12th November 2025 commencing at 7:15pm at The Centre. There being no further business the Chair declared the meeting closed at 20:20. Minutes subject to approval at the next meeting.

Signed..... Chair Date