



HALTON WITH AUGHTON PARISH COUNCIL

MEETING HELD ON WEDNESDAY 9TH MARCH 2016 AT THE CENTRE @ HALTON

Present: Cllrs: Brian Jefferson, Barbara Duffy, Karen Gibson, Cllrs Sandi Haythornthwaite, City Cllr Woodruff, Pete Lambson, Patricia Gallagher
Clerk: Luke Mills
Chair: Cllr Carol Slinger

16/03/2316 Apologies for absence: were received from Cllr Bob Bauld

16/03/2317 Approval of Minutes of previous meeting

It was resolved: that the minutes of the meeting held on 10th February 2016 be accepted as a true record and signed by the Chair, subject to the following amendments:

- Page numbers increased to take account of Minutes from the Emergency Response Planning Meeting

16/03/2318 Council

- a) Declaration of member's interests in Agenda Items - None
- b) Change in declaration of member's interests - None

16/03/2319 Suspension of Standing Orders

a) Emergency Plan update

Pete Lambson provided feedback from the Emergency Response Planning Group. They have assessed some similar plans and decided that the Sunderland Point Emergency Response plan has the closest fit to our situation. It also provides a baseline set of emergency contacts (City/County Council). They have produced a first draft, but would now like to engage the parish through a public meeting.

There was some discussion about the next steps, with an aim of having a public meeting in April and highlighting it in the Prattle. Ideas included producing a map of the parish with areas of responsibility for the vulnerable. Potential date for a public meeting 20th April.

b) Lancaster City Council Report from City Cllr Woodruff

There was discussion about road sweeping along the stretch of road from the motorway to Church Brow. City Cllr Woodruff was assured by Highways that it had been swept, but it was not clear which section has been cleaned since there is still a large amount of leaf mould.

16/03/2320 To consider and approve reports

a) Open Spaces Report

Cllr Haythornthwaite presented proposals for new play area/equipment at Aughton organised by Aughton Recreational Rooms. The current estimates are approximately £54,000. They are applying for grant funding of £44,000. There was discussion about how much the Parish Council could contribute.

It was resolved: that the Parish Clerk produces a letter of support from the Parish Council that indicates a commitment to provide 10% of the potential grant from Lancaster Environmental Fund, amounting to £3,000.

Cllr Jefferson discussed the quotes from Enviroplay for refurbishing existing play equipment and potential new equipment. The refurbishment of existing play equipment relates to the most recent safety inspection report which made various recommendations. Councillors felt that the quotes appeared very reasonable. It was not clear that the Monkey Bars are used enough to warrant spending money on installing a safety surface, hence these will be removed.

It was resolved: that Enviroplay will be asked to refurbish the swings next to the allotment, install steel meshing on the skateboard shelter and install a new see-saw, with a budget of up to £2,500. The Parish Clerk will request a revised quote and also a price for a new slide.

It was resolved: to remove the Monkey Bars

Cllr Jefferson has spoken to Lancaster and Morecambe College about an apprenticeship scheme for grounds maintenance. It would probably only start officially in Sep, though it is possible a suitable apprentice could start in the summer. They would need to have full-time supervision and work 16 hours per week.

The Parish Clerk reported that for the safe use of pesticides, Garry Bretherton will need to attend two courses at Myerscough College:

- Principles of Safe Handling and Application of Pesticides (PA1)
- Safe Application of Pesticides Using Pedestrian Hand Held Equipment (PA6a)

It was resolved: that Garry would be booked onto both courses as soon as possible, with a total cost of £420.

The Parish Clerk reported that the Lancashire County Council Highways authority were seeking an initial license cost of £55 and an annual inspect fee of £32 in order to place a flower tub next to the bus stop outside the shops on High Road. This was deemed an excessive cost.

It was resolved: that permission to place a flower tub will not be sought. The Parish Clerk will inform the Gardening Club.

b) HCA Report

Cllr Jefferson reported that the architects have agreed to reconfigure the plant room. The reconfiguration lower running costs. Other ways of saving energy and water are also being investigated.

c) Finance Report

| | |
|------------------------|-------------------|
| Brought Forward | £12,636.83 |
| Income | |
| Allotments | £50.00 |
| Bank Interest | £1.08 |
| Burial Ground | £115.00 |
| HCA | £10.00 |
| HMRC VAT refund | £1,883.92 |
| Donations | £5,560.00 |
| Expenditure | |
| Cheques | £530.82 |
| Public Works Loan | £2,069.05 |
| Carried Forward | £17,656.96 |
| made up of: | |
| General Account | £3,285.65 |

| | |
|-----------------------------|------------|
| Village Improvement Account | £12,401.73 |
| Play Equipment | £1,969.58 |

Expenditure is in accordance with budget so far this financial year.

It was resolved: to transfer £2,500 from General Account to Play Equipment Account.

It was resolved: to accept the Finance Report to 9th March 2016.

d) Allotments

Cllr Gibson reported that waste is being left around the site and that the raspberry canes on unused Plot 1B need to be removed.

The Parish Clerk reported that all plots have been renewed except one. This will be re-let if payment is not received by 20th March. The plot holder for 11a has requested whether she can place a shed on the unused plot 1B.

It was resolved: that plot holder for 11a can place a small shed on the south-west corner of 1b, subject to them paying an additional fee and removing the raspberry canes.

e) Burial Ground

It was reported that transporting the current mower to the burial ground is difficult.

It was resolved: that a smaller mower up to £200 will be bought.

f) Local Plan

No further progress

16/03/2321 To consider planning applications

Cllr Jefferson reported that Lancaster City Council have put up responses from the public consultation on their website.

New Applications

- Removal of a hedgerow
 - Land Adjacent Carus Cottage Kellet Lane Slyne Lancaster Lancashire LA2 6BJ
 - Ref. No: 16/0014/HDG
 - Status: Awaiting decision
- Change of use of a chapel (D1) to a dwelling (C3) and erection of a detached garage
 - Chapel Houghton Court Halton Lancashire
 - Ref. No: 16/00037/CU
 - Status: Awaiting decision
- Discharge of condition 5 in relation to an arboriculture method statement and 6 in relation to a tree protection plan on previously approved 15/01399/FUL
 - Sidegarth Sidegarth Lane Halton Lancaster Lancashire LA2 6PG
 - Ref.No: 16/00044/DIS
 - Status: Awaiting decision

Decisions

- Change of use of existing barn to two holiday units, demolition of side extensions and erection of a 2 storey side extension:
 - Sidegarth Sidegarth Lane Halton Lancaster Lancashire LA2 6PG
 - Ref. No: 15/01398/CU
 - Status: Application Permitted

No objections were raised to the new applications.

16/03/2322 Review of Risk Assessment

It was resolved: that the Risk Assessment procedure having been reviewed by members and found to be adequate, be adopted for use during the 2016/2017 financial year.

16/03/2323 Review of Financial Regulations

It was resolved: that the Financial Regulations having been reviewed by members and found to be adequate, be adopted for use during the 2016/2017 financial year.

16/03/2324 Review of Effectiveness of Internal Control

It was resolved: that the Internal Controls having been reviewed by members and found to be adequate be adopted, be adopted for use during the 2016/2017 financial year.

16/03/2325 Review of Standing Orders

It was resolved: that the Standing Orders having been reviewed by members and found to be adequate be adopted for use during the 2016/2017 financial year.

16/03/2326 Review of Level of Fidelity Guarantee Insurance Cover

It was resolved: that the current Fidelity Guarantee Insurance Cover of £150,000 for Employee Dishonesty having been reviewed by members and found to be adequate should remain unchanged.

16/03/2327 B4RN Funding

There was discussion whether the Parish Council could help fund the B4RN work which is estimated to be approx. £30,000-£40,000.

The Parish Council strongly support the B4RN project since they view it as important to the village and are willing to provide financial support.

16/03/2328 Vacancy for Grounds Maintenance Person

The Parish Council confirmed the need to recruit a replacement grounds maintenance person, which will provide a backup in the case of illness or holiday.

It was resolved: that the Parish Clerk will advertise in the Prattle and on the website.

16/03/2329 Purchase of Sand for Play Area

It was resolved: that the Parish Clerk will purchase two bulk bags of sand for the play area.

16/03/2330 To approve accounts for payment for expenses incurred since the last meeting

| Cheque | Payee | Description | Gross |
|--------------|-----------------|--------------------|-----------------|
| 258 | John Butler | Salary | 75.88 |
| 259 | Luke Mills | Salary | 400.71 |
| 260 | Luke Mills | Expenses - Office | 45.19 |
| 261 | Brian Jefferson | Expenses - Repairs | 9.04 |
| TOTAL | | | £ 530.82 |

It was resolved: to approve the above expenditure and the cheques duly signed.

16/03/2331 Date of Next Meeting

The next meeting of the Parish Council be arranged for Wednesday 13th April 2015 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 21:15.

Signed..... Chair Date

Minutes subject to approval at the next meeting.