



## HALTON WITH AUGHTON PARISH COUNCIL

### MEETING HELD ON WEDNESDAY 14<sup>TH</sup> SEPTEMBER 2016 AT THE CENTRE @ HALTON

**Chair:** Cllr Carol Slinger  
**Present:** Cllrs: Brian Jefferson, Karen Gibson, Barbara Duffy, Bob Bauld  
**Clerk:** Luke Mills

- 16/09/2395 Apologies for absence:**  
 Sandi Haythornthwaite resigned as a councillor which was accepted by other members of the council.
- 16/09/2396 Approval of Minutes of previous meeting**  
**It was resolved:** that the minutes of the meeting held on 13th July 2016 be accepted as a true record and signed by the Chair.
- 16/09/2397 Council**  
 a) Declaration of member's interests in Agenda Items - None  
 b) Change in declaration of member's interests – None
- 16/09/2398 Suspension of Standing Orders**  
 Nothing to report.
- 16/09/2399 To consider and approve reports**  
 a) **Open Spaces Report**  
**It was resolved:** to purchase a planter for £510.50 for High Road.
- There has been a request from the Football club to install security posts for new football nets and to insure the contents of the football store.
- It was resolved:** that permission is granted for the football club to install their own security posts for the football nets.
- It was resolved:** that the Parish Clerk informs the football club that the Parish Council is unable to insure 3<sup>rd</sup> party assets.
- i. Purchase of enviromulch for play area**  
 Warton Parish Council have obtained a quote for the supply of a enviromulch for play areas. It is supplied as a lorry load, which would be shared between our parishes.
- It was resolved:** that the Enviromulch will be purchased in conjunction with Warton PC at the cost of £695. The Parish Clerk will contact Warton PC to organise.
- ii. Potential Apprentice**  
 A potential apprentice has been in contact and met with Cllr Jefferson, the Parish Clerk and the Groundsmen. He appears suitable and interested, but is not currently on a college course.
- It was resolved:** that the Parish Clerk will contact the Lancaster and Morecambe College to see what help they can provide.

**b) HCA Report**

Cllr Jefferson reported that the break-in has cost around £1,000 including remedial work. Apart from that, HCA is in good shape for autumn and winter now that various other repairs have taken place.

**c) Finance Report**

<b>Brought Forward</b>		<b>£34,007.14</b>
<b>Income</b>		
	Burial Ground	£140.00
	Bank Interest	£2.95
	Flood Grant	£8,043.00
	Donations	£3,000.00
<b>Expenditure</b>		
	Cheques	£9,575.39
<b>Carried Forward</b>		<b>£ 35,617.70</b>
made up of:		
	General Account	£18,246.39
	Village Improvement Account	£15,401.73
	Play Equipment	£1,969.58

Expenditure is in broadly in accordance with budget so far this financial year. Repairs budget may not be sufficient and currently the Groundsmen hours are 41hrs over-budget. However the income from the burial ground is higher than expected.

**It was resolved:** to accept the Finance Report to 14<sup>th</sup> September 2016.

**i. Transfer of banking to Unity Trust Bank**

The Parish Council discussed moving banking to Unity Trust Bank. The experience of other Parish Councils is positive, in particular the ability to add new councillors should be far simpler than present.

**It was resolved:** that Halton with Aughton Parish Council transfer banking to Unity Trust Bank by opening current and deposit accounts with the Unity Trust Bank and closing the Lloyds bank accounts.

**It was resolved:** that the Parish Clerk will check the best way to close the existing bank accounts.

**It was resolved:** that the Parish Clerk will ask LALC about use of debit and charge cards.

**ii. Annual Audit and Annual Return 2015/16**

One minor issue was raised by the auditor which stated that there was a discrepancy of £1 in the figures supplied. This is likely to be a rounding error.

**It was resolved:** to approve and accept the annual audit. The Parish Clerk will post the conclusion onto a noticeboard.

**d) Allotments**

Cllr Gibson reported that plots have been tidied-up but there is still one path alongside 2b is overgrown with raspberries.

**i. To consider closure of entrance adjacent to the Manor House**

There was discussion on the safety of the steps onto the road from the allotments.

**It was resolved:** that the Parish Clerk will ask the plot holders whether they have any objections to the closure of the steps upon renewal in December.

**It was resolved:** that the Parish Clerk will place a warning sign at the top of the steps.

**e) Burial Ground**

The Parish Clerk reported that it is taking the groundsmen extra time to remove and replace the various ornaments and memorials around graves and recently the lawnmower was damaged by such ornaments. The Burial Ground rules state that the only allowable memorial apart from the headstone is a movable vase.

**It was resolved:** that the Parish Clerk will begin enforcing the existing Burial Ground rules more rigorously.

**f) Local Plan**

The National Association of Local Councils has asked all parish councils to fill out a survey on Community Led Housing.

**It was resolved:** the Parish Clerk to collate responses and fill the survey in on behalf of the Parish Council.

**Planning**

**New Applications**

- Listed building application for the partial demolition of existing stone boundary wall
  - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
  - Ref. No: 16/00993/LB | Status: Awaiting decision
- Crown reduction by 30%
  - 9 Waltham Court Halton Lancaster Lancashire LA2 6QY
  - Ref. No: 16/0090/TPO | Status: Awaiting decision
- Demolition of single storey side extension and erection of a two storey side extension, construction of two dormer extensions to the front elevation and two dormer extensions to the rear elevation
  - Mayfield Schoolhouse Lane Halton Lancaster Lancashire LA2 6QX
  - Ref. No: 16/00951/FUL | Status: Awaiting decision
- Change of use of agricultural land to parking area for 6 spaces
  - Halton Green East Green Lane Halton Lancaster Lancashire LA2 6PA
  - Ref. No: 16/00939/CU | Status: Awaiting decision
- Installation of a black insulated metal flue for a multi fuel stove and window to the rear elevation
  - 1 The Old School High Road Halton Lancaster Lancashire LA2 6LN
  - Ref. No: 16/00922/FUL | Status: Awaiting decision

**Decisions**

- Discharge of condition 4 on approved application 15/01399/FUL
  - Sidegarth Sidegarth Lane Halton Lancaster Lancashire LA2 6PG
  - Ref. No: 16/00126/DIS | Status: Permitted
- Agricultural Determination for the erection of a covered midden
  - Land At Sidegarth Lane Halton Lancashire
  - Ref. No: 16/00763/AD | Status: Withdrawn
- Construction of a dormer extension to the rear elevation and erection of a replacement detached garage

- 7 Harrowdale Park Halton Lancaster Lancashire LA2 6QS
- Ref. No: 16/00843/FUL | Status: Permitted
- Change of use of former blacksmiths workshop (B1) to a 3-bed dwelling (C3), demolition of detached garage and erection of a single storey rear extension
  - The Old Blacksmiths Workshop 62 - 64 High Road Halton Lancashire LA2 6PS
  - Ref. No: 16/00663/CU | Status: Permitted
- Prune a mature sycamore by 40%
  - 1 Hazelbank Halton Lancaster Lancashire LA2 6RG
  - Ref. No: 16/0105/TPO | Status: Split Decision
- Installation of a raised replacement roof to create first floor accommodation, construction of a balcony to the rear elevation and removal of two chimney stacks
  - Church View Church Brow Halton Lancaster Lancashire LA2 6LR
  - Ref. No: 16/00933/FUL | Status: Refused
- Erection of a garage below ground level
  - Stubb Hall Barn Scargill Road Halton Carnforth Lancashire LA6 1HF
  - Ref. No: 16/00577/FUL | Status: Permitted

The Council raised no objections or comments.

#### **16/09/2400 B4RN Funding**

Cllr Slinger reported that B4RN has received £57k of investment from Halton residents, so there is no need for the Parish Council to provide additional funding, however we could provide a free venue for meetings and help with marketing. The project is currently trying to find a route around the village.

**It was resolved:** that the Parish Council will pay for hall hire for B4RN in Halton and for 2 banners, up to a sum of £300.

#### **16/09/2401 Lancashire Flood Recovery Fund Grant and Disaster Plan**

Cllr Slinger reported that we have received a Community Flood Grant of £8,043 from the Lancashire Flood Recovery Fund. This is was conditional upon a grant from Halton Lune Hydro of £2,500 and a £5,000 contribution from the Parish Council. This will allow the Parish Council provide equipment for our local Emergency Response Plan. The money has to be sent by 31<sup>st</sup> Oct.

Cllr Slinger also reported that as part of the local Disaster Plan that the Parish will try to identify vulnerable residents. Lancaster Cohousing is also involved in the planning.

**It was resolved:** that expenditure of £15,543 excl vat will be used to purchase items as per the grant application, with a contribution by the Parish Council of £5,000. There is a deadline for expenditure of 31/10/2016.

**It was resolved:** that the Parish Clerk will contact Mark Bartlett to ask about the potential visit from the Floods Minister.

#### **16/09/2402 Annual Risk Assessment**

Councillors reviewed the existing risk assessment.

**It was resolved:** that the Risk Assessment be accepted and approved subject to the Parish Clerk making the changes noted during the meeting.

**It was resolved:** that Parish Clerk will start reviewing the large amount of current Parish records and estimate how much work is involved in archiving, destroying or filing them.

**It was resolved:** that Parish Clerk will ask City Council what records they currently hold.

**16/09/2403 Review and Approve Annual Insurance Renewal, incl. level of Fidelity Guarantee Insurance Cover**

**It was resolved:** that the Fidelity Guarantee Insurance of £150,000 is adequate.

**It was resolved:** that the annual insurance renewal with a premium of £2,414.82 be accepted.

**16/09/2404 Traffic Calming**

The Parish Clerk received an email to raising the issue of speeding through the village.

Cllr Bauld is investigating mobile speed feedback signs that monitor vehicular speeds. There was some discussion of where such a sign could be sited. It was suggested that a Facebook page might help gather feedback.

**It was resolved:** that the Parish Clerk setup a Facebook page for the Parish Council.

**It was resolved:** that the Parish Clerk will respond to the resident's email.

**It was resolved:** that the councillors will consider suitable sites around the village for a speed monitor.

**16/09/2405 To approve accounts for payment for expenses incurred since the last meeting**

<b>Cheque</b>	<b>Payee</b>	<b>Description</b>	<b>Gross</b>
299	Carol Slinger	Expenses - Amberol Planter	612.60
300	United Utilities	Burial Ground water charges	12.33
301	Envirocare	Grass cutting for July	408.00
302	Carl Richardson	Salary - July	313.50
303	Garry Bretherton	Salary - July	383.63
304	Dennis Barnfield Ltd	Various - Fuel and spares	118.39
-	Public Works Loan Board	Loan repayment	2069.05
305	BDO LLP	Audit fees for 2015/16	240.00
306	HCA	Litter picking (Jul-Sep)	367.20
306	HCA	Room hire (Jul-Sep)	101.50
307	Envirocare	Grass cutting for Aug	408.00
308	Carl Richardson	Salary - Aug	259.88
309	Garry Bretherton	Salary - Aug	513.77
309	Garry Bretherton	Expenses - Fuel	16.87
310	Luke Mills	Salary - July/Aug	786.06
311	Luke Mills	Postage stamps	23.04
311	Luke Mills	Socket set	44.96
311	Luke Mills	Cordless strimmer	139.95
311	Luke Mills	Reference book: Local Council Administration	78.99
312	Carol Slinger	Postage	4.45
313	Alpha Engraving	Banners	260.40
314	Came & Company	Insurance	2,412.82
		<b>TOTAL</b>	<b>£9,575.39</b>

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

**16/09/2406 Date of Next Meeting**

The next meeting of the Parish Council be arranged for Wednesday 12<sup>th</sup> October 2016 at 7:15pm at The Centre @ Halton. There being no further business the Chair declared the meeting closed at 9:15pm.

Signed..... Chair Date .....

Minutes subject to approval at the next meeting.