

HALSALL PARISH COUNCIL

Minutes of the Meeting of Halsall Parish Council held on Wednesday 11th January 2023 at 7.30 p.m. at St Aidan's Hall, Renacres Lane, Halsall.

PRESENT: Cllr. E Wright (Chair), Cllr. R Brookfield, Cllr M Schofield, Cllr. A Timon, Cllr. K Wright, Cllr. K Pyne, C Pyne and 2 members of the public.

01/01/2023 Introductions / Apologies

Apologies. Cllr. J Ridley (Vice Chair), Cllr. D Corfield, Cllr. M Lyons,

02/01/2023 Declarations of Interest

No declarations of interest.

03/01/2023 Borough Councillor's Report followed by Open Forum for 15 minutes for matters raised by members of the public for Councillors to respond to.

No report received from Borough Councillor Hirrell.

A question was asked about the lack of lighting for the path around the village green. As the village green is owned by WLBC this question will be referred to them.

Action Clerk

A question was asked about the Borough Councillor's report. It has been previous borough councillor's custom to attend parish council meetings and if not, to provide a written report but there is no requirement for Borough Councillors to attend Parish Council meetings.

04/01/2023 To confirm and sign the Minutes of the meeting held on 14th December 2022 as a correct record.

The minutes, having been circulated were accepted and it was **Agreed** that they be signed as a correct record.

05/01/2023 Halsall Parish Clerk

5.1 Parish Councillors were asked if anyone wanted to volunteer to be Acting Parish Clerk. Paying for a Locum Parish Clerk service from LALC was discussed but there is no funding in the employment budget. It was **Agreed** to appoint the Halsall Trust Secretary, Chris Pyne as Acting Parish Clerk until a permanent replacement is found subject to S112(5) LGA 1972, employment without remuneration. Expenses for mileage, office stationery and any minor items purchased for HPC by the Acting Parish Clerk, if any, will be paid by HPC.

5.2 The HR Working Group will advertise the post of Parish Clerk in March to coincide with the new financial year and new budget.

5.3 (a) The HR Working Group will draw up a new job description and job advertisement based on templates available from other councils with suitable amendments specific to Halsall duties and responsibilities.

5.3 (b) The HR Working Group will draw up a new expenses policy and will use the Expenses Form template from Halsall Trust.

5.4 Parish Clerk's Report replaced by Report from Chair.

Report of activities since last meeting was noted. Appendix 1. No actions arising from the report.

06/01/2023 Receive reports from Representatives and discuss and decide upon any actions arising.

Lancashire Association of Local Councils – Cllrs. R Brookfield, J. Ridley and E. Wright

No meetings since December.

Moss Alliance – Cllr. E. Wright

Nothing to report. Fracking is on and off the national political agenda. The group would resurrect if proposals to

Signed:

Chairman

Date:

Page 1

HALSALL PARISH COUNCIL

survey for fracking were reintroduced.

Ormskirk School – Cllr. A. Timon

Next meeting March 2023.

Healthy Halsall – Cllrs. R Brookfield, M Schofield, J Ridley and M Lyons

Cllr Schofield suggested that one way to reduce stress was to move all council emails on to a dedicated email address which could be checked on a regular basis and avoid the implied urgency of responding to emails received on a personal email address. It was suggested that best practice recommends using a different email address specifically with regard to GDPR and FOI. It was noted that a recent invitation from WLBC used WLBC email addresses for councillors in other parishes..

Action Clerk to investigate the WLBC email addresses or other alternatives

07/01/2023 Planning Applications:

2022/1266/FUL Meridien Cottage, 10 Halsall Lane, Halsall . Single Storey Extension. No comments.

It was noted that 2022/1324/FUL Erection of convenience store at junction of Moss Road and Benthams Way has been listed after the agenda, with comments required by 30th January, before next February meeting. No comments.

Action Clerk to check that WLBC have amended email address for Planning notifications

08/12/2022 Receive reports from the Working Groups and discuss and decide upon any actions arising

8.2 Finance – Cllrs E.Wright, A.Timon, and M.Schofield

It was **Agreed** to add Cllr K Wright to the Finance group. Cllr Schofield to chase a PIN number which has been delayed/lost in postal strike.

Action Clerk to amend authorisation for Cllr K Wright at the Bank

8.3 Flooding – Cllr. E Wright and A Timon

Reports of road run-off flooding received due to heavy rainfall. Cllr. Timon will speak to LCC engineers regarding drain cleaning at these locations. Cllr Wright(s) reported that the New Cut Lane area was much improved, no recent flooding, due to the improvement works carried out by United Utilities, large sections of road drains under New Cut Lane were replaced.

8.4 Traffic and Road Safety – Cllrs. R Brookfield, D Corfield and K Pyne

Cllr K Pyne has referred the reports of new exterior house lights dazzling motorists on Gregory Lane to WLBC Planning department for advice. There was a comment that a motorist might have swerved into the hedge to avoid a perceived collision with the “on-coming headlights”. Cllr Schofield agreed to contact WLBC Cllr Hirrell, to see if we could expedite a response.

LCC Highways have responded via Andy Pratt with the results of the detailed traffic analysis on Gorsuch Lane. A review of the results is attached at Appendix 2. As suggested by Sat Nav analysis there is no significant speeding problem on Gorsuch Lane. 85% of recorded speeds are below the speed limit. Still waiting for further information from an FOI request from Lancashire Police on details of collisions. It is thought that collisions are the result of confusion over priorities at the junction rather than speed.

A further meeting with Andy Pratt and LCC Highways is scheduled for 1st February. There will be a Working Group pre-meeting arranged for last week in January.

More work to be done on creating a list of options for solar powered SPIDs for the next council meeting.

Action Cllr Pyne

HALSALL PARISH COUNCIL

8.5 Energy Saving – Cllrs J. Ridley and M Lyons

The status of the EPC Report for St Aidan's is uncertain; it is approved but was it ordered?

Action Clerk to progress

8.6 Human Resources Working Group – Cllrs A. Timon, K Wright, M Lyons, M Schofield

Next set of activities and actions discussed and **Agreed** under Items 5.2 and 5.3

Action HR Group

8.7 Entertainment – Cllr M Schofield

It was **Agreed** that Beth Roberts would join the working Working Group as an external member. Noel McCarthy -Thomason will join the group as a new Councillor.

8.8 It was **Agreed** to set up an executive standing Committee (delegated powers and spending) for the future management of St Aidans Hall. The draft Terms of Reference were accepted with following amendments;

Membership - Chair and Vice Chair are automatically members of all Committees, if they wish to be, and this needs to be defined in the ToR.

Membership of External members - this is allowed under SO42b. Need to define how many co-opted places will be on the Committee.

Quorum - needs to take into account the impact of Chair/Vice-Chair and external members. Should be 50% of the committee unless defined lower.

Spending - the Committee will produce Quarterly budget reports, aligned with Council reports on receipts and payments to monitor progress on repairs, improvements and effectiveness.

Further discussion and agreements deferred until the next meeting for Cllr Lyons to propose.

Action Cllr Lyons.

9/01/2023 To discuss and agree on reports about defects in St Aidans building

9.1 **Agreed** for new Parish Clerk to investigate and document all previous reports

9.2 **Agreed** to obtain 3 quotes for any major repairs (major works likely to be funded from CIL)

9.3 **Agreed** to action any urgent remedial work within Financial Orders (FO3.5 £500 limit)

10/01/2023 To discuss and agree on identifying grants to assist the PCC with Disabled Access

Action Clerk & Cllr Brookfield to look at applications for CVS and Rural Bulletin Grants

11/01/2023 Application for Co-option to fill Councillor vacancy

11.1 It was **Agreed** to co-opt Noel McCarthy-Thomason as a Parish Councillor for the remaining period of this Council (until May 2024 elections).

11.2 To discuss an appropriate leaving gift for former councillor Brian Young.

Action Cllr Pyne

12/01/2023 Discuss and agree on NALC Civility and Respect project

Discussion deferred to the next meeting for Cllr Ridley to introduce.

HALSALL PARISH COUNCIL

13/01/2023 Discuss and agree on all Financial Matters

Update received from Unity Bank, all existing information and approvals from Halsall Trust bank account will be accepted, no need to resubmit them for a Parish Council bank account. This will shorten the application time. Authorisation letters will now be sent out.

13.1. Schedule of Payments:

Agreed the Schedule of Payments below.

Paid by E Wright Chair under previously HPC mandated authority in the absence of the Parish Clerk			
Schedule of HPC payments made December 2022			
£			
1-Dec DD	E-ON	70	ELECTRICITY
6-Dec DPC	John Welsh	360	Mirror Door replacement MH CIL funding agreed
6-Dec DPC	Educare Av Serv	1,423	Projector for MH CIL funding agreed
15-Dec DD	E-ON	128	GAS
21-Dec DPC	D BOND	3,972	FINAL SETTLEMENT
22-Dec DD	E-ON	32	ELECTRICITY
22-Dec DD	Water Plus	14	
29-Dec DPC	J FORSHAW	302	GROUNDS AND SPID MAINTENANCE
		6,301	
PAID Jan 2023			
5-Jan DPC	EVERGREEN	60	agreement terminated
To be paid at the end of Jan 2023			
	HMRC	381	TAX D BOND FINAL SETTLEMENT
	James Forshaw	80	Spids Maintenance
	James Forshaw	222	Grounds Maintenance
		683	

13.2. To receive a Financial Statement and confirm that the bank balance shown in the accounts agrees with the balance on the bank statement.

Agreed Financial Statement received and accepted and that the balance shown on the bank reconciliation is the same as on the bank statement.

13.3 To receive the Q3 budget/actuals statement.

Agreed. Reviewed the analysis of spending and receipts of 9 months of HPC (April to Dec 2022)

13.4 To discuss and agree on the proposed budget for 2023/24 as the preliminary stage for the Precept calculation to be submitted in February 2023.

Agreed. The proposed budget includes adjustments in some areas to allow for significant increases in energy costs resulting in an overall budget increase of approximately 10%.

14/12/2022- Date & Time of Next Meeting

Date and time of next meeting: Wednesday 8th February 2023 at 7.30 p.m. at Memorial Hall , Halsall Road, Halsall

Meeting Closed 8:50pm.

HALSALL PARISH COUNCIL

Halsall Parish Council

Appendix 1

Chair's report for meeting on 11th January 2023

- 27 Prepared a Chair's report in place of the Parish Clerk's report for Dec 14th 2022 meeting and another one for Jan 11th 2023 meeting
- 28 Prepared a Schedule of Payments report for the meeting on Dec 14th 2022 and another one for Jan 11th 2023 meeting
- 29 Completed the CIL return which has been placed on the website before the 31/12/2022 deadline
- 30 Paid the finally settled agreement amount to the outgoing Parish Clerk the HMRC payment is outstanding in January 2023 with a deadline of 22/01/2023
- 31 Paid for the mirror glass for the door at the MH , also previously approved by Council as CIL funded
- 32 Paid an overdue invoice for the projector at the MH previously approved as funded by CIL
- 33 Paid Evergreen in early Jan 2023 and have terminated HPC agreement wef January 2023
- 34 Paid J Forshaw £302 for grounds maintenance in Dec 2022
- 35 Arranged for window cleaner to be paid by C Pyne and for him to recover the payment via his expenses on Trust. Trust to recharge HPC when new clerk in situ.
- 36 Referred hall bookings to C Pyne as he has agreed to monitor them
- 37 Finished the Q3 budget/actual spreadsheet in time for Jan 11th meeting
- 38 Projected Q4
- 39 Prepare 2023/24 budget
- 40 Prepare 2023/4 precept
- 41 Received and referred a co-option application for Noel McCarthy-Thomason to Cllrs with the agenda for Jan 11th meeting to replace B Young resigned Dec 22
- 42 Received and referred a Building and Estates executive committee constitution , M Lyons, placed on agenda for Jan 11th meeting
- 43 Prepare the Agenda for the routine meeting on 11th Jan 2023
- 44 Arrange with a volunteer to post the notices for the Jan 11th 2023 mtg
- 45 Noted an application for co-option by Beth Roberts. Residence april 2022. Suggested application in april 2023 for D corfield vacancy
- 46 Noted D Corfield resignation wef 26 Feb 2023
- 47 Noted B Young resignation Dec 22..item on Agenda for approval of gift from HPC

Elizabeth Wright, Chair, Halsall Parish Council 11/1/2023

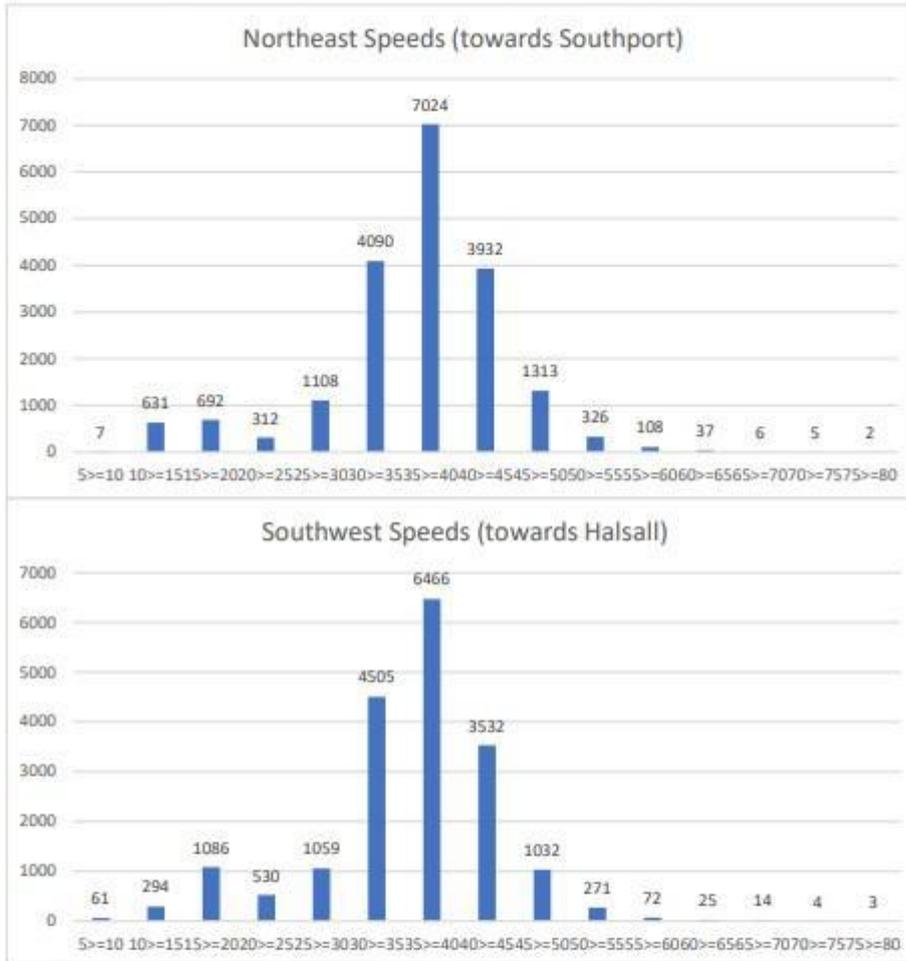
Signed:

Chairman

Date:

Page 5

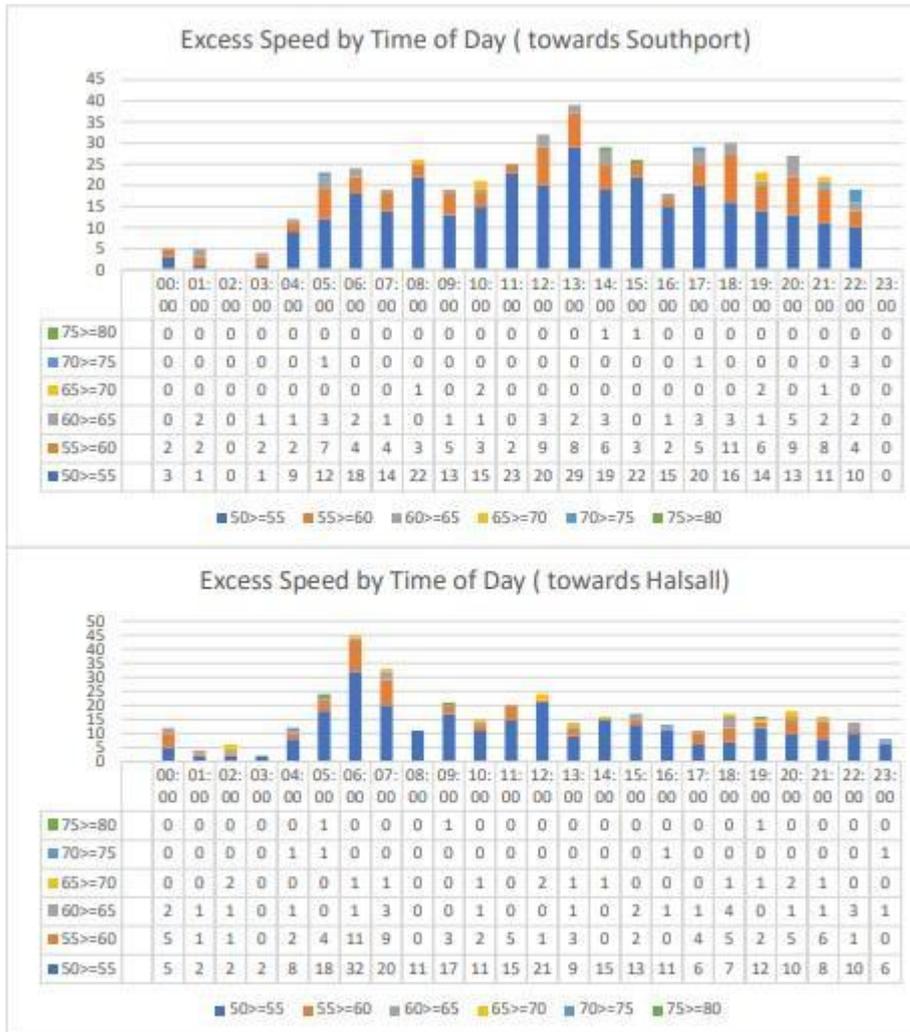
Gorsuch Lane Vehicle Analysis (9th to 17 Dec 2022)



There is no significant speeding problem - 85% speed is 42 mph towards Southport. Interestingly the 85% speed towards Halsall is 35 mph. It is nearly 20,000 vehicles each way, so I think that is a significant difference. Due to location of detector, is this the effect of vehicles slowing to turn left on to Morris Lane or right on to Renacres Lane or forced to slow due to vehicles ahead waiting to turn ?

The distribution of speeds does seem skewed towards slower speeds. The road does not appear to be congested so is slower traffic preparing to turn ? The Crashmap data suggests collisions are manoeuvring problems, collisions with vehicles negotiating the junction rather than loss of control due to speed. This was an exceptionally cold week with severe frosts and temperatures below 0C during the day, were drivers being more cautious?

HALSALL PARISH COUNCIL



There are different patterns of excess speed dependent on direction. Towards Halsall and M57/M58, Liverpool etc, the peak time of speeding is 0600-0700, that is not unexpected for the longer distance commuters.

Towards Southport then level of excess speed is more consistent through the day, peaking at 1300--1400 period. Also significantly more instances, 25% more excess speeding towards Southport (484 versus 389) towards Halsall. Possibly an effect of traffic having to slow for the junction ahead while route to Southport is unobstructed, the drivers have past the junction. It only takes one speeding vehicle to cause a misjudgement of time and distance for a vehicle emerging from junction.