

HALSALL PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Members of the Parish Council are summoned to attend the Meeting of Halsall Parish Council on Wednesday 13th December 2023 at 7.30 p.m. at St Aidan's Hall, Shirdley Hill, Halsall.

1. **Introductions and Apologies for absence**
2. **Declarations of Interest**
3. **Open Forum for 15 minutes for matters raised by members of the public**
 - 3.1 **West Lancs Borough Councillors**
 - 3.2 **Open Forum**
4. **To confirm and sign the minutes of the meeting held on 8th November 2023 as a correct record**
5. **Discuss and agree on any matters arising from Parish Clerk's Report**
6. **To receive reports from Representatives to outside Bodies and discuss and agree on any actions arising;**
 - 6.1 **Lancashire Association of Local Councils (LALC)**
- Cllrs R Brookfield, J Ridley, E Wright
 - 6.2 **Ormskirk School**
- Cllr A Timon
7. **To receive reports from Working Groups and agree upon any actions arising;**
 - 7.1 **St Aidan's Hall Committee - Cllrs M Lyons and N McCarthy-Thomason**
 - 7.2 **Finance - Cllrs. E Wright, A Timon, M Schofield and K Wright**
 - 7.3 **Human Resources – Cllrs. A Timon, K Wright, M Lyons, M Schofield**
 - 7.4 **Traffic and Road Safety – Cllrs. N McCarthy-Thomason, R Brookfield**
 - 7.5 **Flooding – Cllrs. E Wright and A Timon**
 - 7.6 **Healthy Halsall – Cllrs. M Schofield, J Ridley, M Lyons , B Roberts**
 - 7.7 **Planning & Development – Cllrs .M Schofield and B Roberts**
 - 7.8 **To propose new Environment & Biodiversity Working Group**
Need for a [new mandatory policy](#) after Jan 2024, to document local response to LCC Policy. LCC Presentation on Monday 10th January at Civic Centre in Leyland. John Ferguson has offered to assist.

8. Planning Applications

8.1 Applications - to discuss whether the Parish Council should comment on:

T/2023/0179/TPO, 2 Halsall Farm Grove, rune tees over Carr Moss Lane

T/2023/0102/TCA, Sports Pavilion, prune trees adjoining Halsall Road

T/2023/0168/TCA, Sports Pavilion, prune trees over Cross Lane

8.2 To Note recent Planning Decisions - all granted

2023/0822/LDC 84 Renacres Lane, single storey rear extension.

T/2023/0125/TPO, 69 Renacres Lane, prune tree

2023/0617/FUL, Sports Pavilion - WITHDRAWN

9. To Agree a correction to Item 9 September Minutes

The cost of Kays Traffic Management was £455 + VAT, not £450 + VAT.

10. To Agree changes to Asset Register for next audit

Following the transfer of the children's playground there are recent purchases to add.

11. To Approve a Calendar of Council meetings for 2024

12. To Confirm St Aidan's and Memorial Hall as Polling Stations for 2024 Elections

13. To Consider Quotations received for Repairs and Improvements to St Aidan's

a) damaged lintel and brickwork on the Eastern end wall.

b) to extend the stage cupboard for storage of chairs and tables.

c) to fit an extractor hood over the cooker to reduce condensation.

d) to fit a HIVE remote control heating system.

14. To Discuss Hire Agreement Conditions and Hire Charges

15. To Agree a new Health & Safety Policy

16. To Discuss Public Realm Agreements

17. To Note Emergency Repairs to blocked drains costing £160 and £840 on 23/11/23

18. To Agree a Trade Waste Contract with WLBC at annual cost of £364.16

19. Approve a S137 Grant application from Shirdley Hill Community Association for £250

20. To Agree a new version of Financial Orders

Current version 2009, suggests adopting the latest 2020 NALC version for annual review.

21. To Agree a Planning Application at Memorial Playing Fields at a cost of £210.

22. To Purchase a Public Music / Film Licence for St Aidan's Hall

23. To Purchase a small freezer for St Aidan's kitchen

24. Finance

a) To review provisional budget for 2024/25

b) To approve the Schedule of Payments for December

- c) To receive a Financial Statement for November and sign Bank Reconciliation
- d) To confirm that bank balances in the accounts agree with the balances at the bank

25. Advance Notice of Information-Only Items

26. Date and time of next meeting:

(2nd Wednesday would be 10th January 2024 at St Aidan's Hall)

Signed
Chris Pyne
Parish Clerk

All present will act respectfully towards every other person present and will not act in a manner that demeans, insults, threatens or intimidates him or her. All statements, questions and responses, challenges to statements, complaints or criticisms must be related to the facts of the matter and not personal in nature.

Members of the public disturbing a Council meeting will be asked by the Chair to desist in any behaviour considered to be disrupting the meeting. If the behaviour continues Council can resolve, without discussion, that the person(s) withdraw from the meeting or be removed.

If a meeting becomes unmanageable because of interruption, or it is impossible to continue due to disturbance or disregard for the Chair's instructions, the Council can and will resolve to either close the meeting for a period or have the meeting recalled for another date.