

HALSALL PARISH COUNCIL

**Minutes of the Meeting of Halsall Parish Council held on
Wednesday 14th June at 7.30 p.m. at Memorial Hall, Halsall Road, Halsall.**

PRESENT: Cllr. E Wright (Chair), Cllr. M Lyons, Cllr. R Brookfield, Cllr M Schofield, Cllr. A Timon, Cllr. K Pyne, Cllr N McCarthy-Thomason, Cllr B Roberts, C Pyne (Clerk), and 2 visitors.

01/06/2023 Introductions / Apologies

Apologies were received from Cllr. J Ridley, Cllr. K Wright and were accepted.

02/06/2023 Declarations of Interest

Cllrs Schofield and Roberts declared an interest in Item 10 Planning (Gesterfield Barn, a family residence).

03/06/2023 Borough Councillor's Report followed by Open Forum for 15 minutes for matters raised by members of the public for Councillors to respond to.

All new WLBC Councillors are busy with training courses and familiarisation with procedures. Cllr Westley has noticed the state of children's playgrounds and intends to submit a report. Also received complaints from residents about the bus stop on New Street; cars are parking in the bus stop, preventing its proper use, which contributes to traffic congestion at school times. It is a complex process to apply for double yellow line parking restrictions and all local residents would need to be consulted and if not in agreement then the application may be refused. Cllr Westley is going to consult with the new PCSO to see what assistance might be available to deal with inconsiderate parking.

04/06/2023 To confirm and sign the Minutes of the meeting held on 10th May as a correct record.

The Minutes were previously circulated with the Agenda. Agreed. To be signed as a correct record.

05/06/2023 Annual Governance and Accountability Return (AGAR)

The following documents were presented to the Council. These were Agreed as the Council's AGAR return for 2022/23. Signed by the Parish Clerk/RFO and Chair.

5.1 Internal Audit Form, signed by Internal Auditor Lesley Stopforth

5.2 Annual Governance Statement

5.3 Accounting Statement

5.4 Commencement Dates for Public Rights to access the accounts

The 30 day access period was defined as 19th June to 24th July.

06/06/2023 Deferred Elections

6.1 Cllr Lyons was proposed, seconded and appointed as Vice Chair.

6.2 It was Agreed that the Chair, Vice Chair and Cllr Brookfield would be the LALC representatives.

07/06/2023 Discuss and Agree on any matters arising from Parish Clerk's Report

- BT are scheduled to install Broadband access on 15th June.
- All the SPID locations have been identified, and can now finalise the details for SPID order.
- 2 Shelving units were purchased for the Utility room.
- Rated People was used to find a tradesman. It was Agreed to pay £200 to change the doors.
- Annual Diary of Council Events has been created on Intranet.
- A new Reserves Policy is deferred to a later meeting.
- A VAT course for the Chair and Clerk has clarified the position with regard to the Children's Playground equipment, it can be gifted to the Trust and the asset can be transferred later this year.

08/06/2023 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.
Ormskirk Academy – Cllr. Timon. The Trust meets next week.

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09/06/2023 Reports from Committees & Working Groups

9.1 St Aidan's Management Committee

No committee meeting since the last Council meeting. Cllr McCarthy-Thomason gave an update on progress with St Aidan's hall.

- Broadband installation is scheduled for this week.
- A projector and screen has been donated. It was Agreed that cables & fittings would be purchased so that a resident, a professional electrician, could volunteer to fit them at no further cost.
- Another resident has offered to restore the dance floor and provide lino for the toilets.
- A Lottery Grant is being investigated for Solar Panels and more energy efficient boiler/heating.
- It is proposed to hire out the Kings Coronation Marquee for events. It was Agreed to purchase a storage bag at a cost of £30 to hold all the components to make it easier to transport.
- Some paint is required to renovate external signs and a planter. Costs of £45 were agreed.
- Going to investigate the conditions around a Performing Rights music licence.
- Not going to provide a TV licence.

9.2 Finance

The Chair explained an invitation by Scribe to look at their Parish Council Finance management software . It was agreed that the Clerk would arrange for the Teams/Zoom presentation for members of the Finance group to assess its suitability.

9.3 Flooding – Cllr. E Wright and A Timon

Going to capture the flooding on Summerwood Lane so that it can be reported via LoveCleanStreets

9.4 Traffic and Road Safety – Cllrs. R Brookfield, K Pyne and N McCarthy-Thomason

- Maps and Drawings were presented showing the changes planned for Four Lane Ends. LCC plans to have the work completed within 2/3 months.
- Correspondence from LCC Councillor O'Toole was presented. LCC acknowledged there has now been an injury collision at Plex Moss Lane junction but it is still low on their list of priorities.
- An FOI request to Lancashire Constabulary identified another 3/4 car collision at this junction in 2019. This incident may have been managed by Merseyside Police as the junction is on the boundary. This may explain why this incident is not on the Mario database of Lancashire Collisions used by LCC.
- It was Agreed that Council would investigate the cost of a Road Safety Mirror.
- Mark Brown's persistent challenges to LCC over the failed Solar Powered Speed Advisory sign on New Street have been successful. LCC admit that repair is unlikely, the sign will be replaced in July.
- An elderly person tripped and fell on uneven pavement near the village green. The pavement surface was reported via LoveCleanStreets. It has been inspected and marked up for attention by LCC.

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

Documentation for the Parish Clerk's employment will be completed next week.

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

Cllr Schofield drew the Council's attention to St Cuthbert's C of E admission policy . This was drawing in children from outside the area, making it difficult for local children in the village to attend and increasing the amount of road traffic in the village at school times. It also appears to be inconsistent with two other local church supported schools in the area. This has been brought to the attention of the new vicar Rev Salt who as a school governor has promised to investigate. The Council agreed to draft a letter summarising local residents' concerns and forward these to the school governors.

10/06/2023 Planning Applications:

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10.1 Applications - no comments suggested.

- 2023/0267/FUL The Gables, Plex Moss Lane, Demolition and erection of single story extension to rear, new porch, new pitched roof, internal modification.
- 2023/0272/FUL 46 New Street, Single storey extension to the rear
- 2023/0327/FUL 88 Carr Moss Lane, Rear Extension and internal modifications.
- 2023/0359/FUL Green Kettle Farm, Extension to property and courtyard alterations.
- 2023/0041/TCA Gesterfield Barn, Halsall Road, Remove 7 trees.
- 2023/0350/FUL 10 Gregory Lane - 2 storey rear extension
- 2023/0450/FUL 46 Summerwood Lane - 2 storey side extension

10.2 Decisions

Planning applications approved by WLBC (to track the results of applications and to inform residents).

- 2023/0111/FUL 74 New Street , First floor extension
- 2023/0249/FUL 14 Moss Road, new roof, skylights, solar panels
- 2023/0032/FUL Mill House Farm, New Street, Prune Trees
- 2023/0264/FUL 1 Morris Lane, Ground floor extension

11/06/2023 To Review Requirements and Contract for Open Space Maintenance

It was agreed to redefine the requirements for Open Spaces maintenance into 3 contracts.

- 1) A contract to maintain the Shirdley Hill Village Green. Agreed a new definition of work at a cost of £2880 p.a to be paid at £240 month for 36 weekly mowings and other work on the village green.
- 2) A contract to move the SPID devices, to continue at the current cost of £80 per month until reviewed when the 3rd SPID is installed.
- 3) A contract, requiring further definition, to provide maintenance at other locations; noticeboards, benches and bus stops, etc.

12/06/2023 To Discuss and Agree on Planning Application at a Cost of £231

It was agreed to pay £231 for a further planning application for developments at Memorial Hall site.

13/06/2023 To Discuss and Agree on holding a Parish Volunteer Event

It was agreed to support another Volunteer Event in August, similar to last year, organised by the Halsall Memorial Hall Trust. Cllr Timon agreed to provide the food from Costco. A provisional budget of £200 was set as a likely S19 Grant to Halsall Trust to cover the cost of food.

14/06/2023 To Agree Funding for Parish Magazine at a Cost of £331.50

S142 1972 LGA allows the Council to subsidise the cost of a local Parish Magazine to inform residents on information and events. It was Agreed to pay this year's 50% Council contribution of £331.50

15/06/2023 To Discuss and Agree Restoration Work on War Memorial Review

The Council has a responsibility to maintain the War Memorial (1923 War Memorial Act). It would be appropriate to fund this from the donation from West Lancashire Heritage Association. Final approval for the project is being sought from WLBC Heritage Conservation as the War Memorial is a Grade II Listed Monument. The cost will be £695.

16/06/2023 To Discuss and Agree on a Grant to Halsall Trust for Electrical Upgrade at a cost of £606

Following a 24-hour electrical failure at the Memorial Hall site it was Agreed to fund a request from Halsall Trust for £606 grant under S19 1976 LGA (MP) to upgrade the electrical distribution equipment.

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17/06/2023 To Discuss the Management of Trees overhanging Carr Moss Lane

Council resolutions are no longer needed, residents or councillors can raise concerns over trees by reporting them directly to LCC via the LoveCleanStreets App.

18/06/2023 To Discuss Parking Arrangements for Fishing Events on Halsall Canal

Defer this until the problem and potential solutions can be explained by Cllr Ridley.

19/06/2023 to Discuss and Agree a £104 p.a. increase in Cleaning Costs

Agreed. Increase in Cleaning costs is inline with inflation and acceptable.

20/06/2023 To Discuss and Agree on a new SPID at a cost of £3120 (Net of VAT)

It was agreed to purchase a 3rd SPID to supplement 2 existing ones (and potential replacement for ageing existing ones) at a cost of £3120 from the CIL Budget as extra capability of recording and analysing speeds on roads will lead to more evidence for pursuing further traffic calming measures.

21/06/2023 Too Discuss Access for All at St Cuthbert's Church

Cllr Brookfield updated the Council on his personal project to persuade the Church to look at alternative options for improving disabled access. Cllr Brookfield has arranged a meeting with the new vicar.

The Council will continue to bring any grant opportunities to the notice of the Church and will participate where possible with any fund raising activities. The Council recognises that the PCC consulted on available options and made a decision on their preferred solution taking into account the complex nature of changes to a Grade 1 listed site.

22/6/2023 Finance

22.1 The Schedule of Payments was Agreed. One future payment, £331.50 invoice for Parish Magazine.

22.2 The Financial Statement for the end of May 2023 was presented.

22.3 Cllr Timon confirmed the bank balances were correctly reported in the Cash Book.

23/06/2023 Advance Notice of Information-Only Items

No items were raised.

24/06/2023 Date & Time of Next Meeting

Date and time of next meeting: Wednesday 12th July at 7:30 pm at St Aidan's Hall.

Meeting Closed 9:05pm.