

# HALSALL PARISH COUNCIL

## NOTICE OF PARISH COUNCIL MEETING

Members of the Council are summoned to attend the Meeting of Halsall Parish Council on Wednesday 9th November 2022 at 7.30 p.m. at St Aidan's Hall, Renacres Lane, Shirdley Hill. Halsall.

1. Apologies for absence
2. Declarations of Interest
3. Borough Councillor's Report followed by Open Forum for 15 minutes for matters raised by members of the public for Councillors to respond to.
4. To confirm and sign the Minutes of the meeting held on 12<sup>th</sup> October 2022 as a correct record.
5. Parish Clerk's Report
6. To receive reports from the following representatives and discuss and decide upon any actions arising:  
Lancashire Association of Local Councils – Cllrs. R Brookfield, J Ridley and E Wright  
Moss Alliance – Cllr. E Wright  
Ormskirk School – Cllr. A Timon  
Healthy Halsall – Cllrs. R Brookfield, M Schofield, J Ridley and M Lyons - To include feedback following the review of business communication and working practices between parish council members and staff with a view to improving health and wellbeing
7. **Planning Applications:**  
2022/1018/FUL - 15 Elm Park Drive - Conversion of existing garage and utility room into ground floor en-suite bedroom.  
2022/1026/FUL - Primrose Hill Farm, Asmall Lane - Single storey extension to side and rear including internal and external alterations to all elevations including enlarged windows to front and change to grey/black frames  
2022/1058/FUL - 115 Moss Road - New Dormer to Front
8. To receive reports from the following Working Groups and discuss and decide upon any actions arising:  
Traffic and Road Safety – Cllrs. R Brookfield, D Corfield and K Pyne  
Finance - Cllr. E Wright, A Timon and M Schofield  
Flooding – Cllr. E Wright and A Timon  
Energy Saving – Cllrs. M.Lyons J Ridley and B Young.
9. To further discuss and decide how to progress the installation of bus stop lighting.
10. To discuss and decide whether Council wishes to sign up to the NALC Civility and Respect Pledge.
11. Finance:
  - 11.1. To approve Schedule of Payments
  - 11.2. To receive Financial Statement and confirm that the bank balance shown in the accounts agrees with balance on the bank statement
  - 11.3. To discuss and decide upon any applications for S137 monies.
  - 11.4. To discuss and decide upon any applications for CIL monies.
  - 11.5. To discuss and decide upon quotes received for EPC rating to be carried out for St Aidan's Hall
  - 11.6. *Proposal from the Finance Working Group, the Chair and Vice Chair:  
To discuss and decide, and if agreed, that with immediate effect, steps are taken by the Responsible Finance Officer to set up a dual /triple authorisation business account with Unity Bank, a specialist in handling Parish Council accounts. a sum of £500 may be used in the first instance to set up the new account, prior to eventually transfer of all balances from the existing Bank used by Halsall Parish Council.*
  - 11.7. Proposed resolution "That in view of the [special] [confidential] nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw so that Council can conduct a review of Clerk's terms and conditions and decide whether any adjustment is required to reflect the additional demands on his time to accommodate extra financial controls and website administration" and whether and how much the Clerk is entitled to claim as proportion of home phone and broadband costs as per contract of employment.

Date and time of next meeting:

Wednesday 14<sup>th</sup> December 2022 at 7.30 p.m. at  
The Memorial Hall, Halsall Road, Halsall

Dave Bond, Parish Clerk  
3 Rawlinson Grove  
PR9 9NFel: 01704 534090

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NB: 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 Chairperson 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 impossible to be continued due to disturbance or disregard for the Chairpersons instructions the Council can and will resolve to either close the meeting for a period or have the meeting recalled for another date.