

HALSALL PARISH COUNCIL

Minutes of the Meeting of Halsall Parish Council held on Friday 23rd September 2022 at 7.30 p.m. at St Aidan's Hall, Renacres Lane. Shirdley Hill. Halsall,

PRESENT: Cllr. E Wright (Chair), Cllr. J Ridley (Vice Chair), Cllr. R Brookfield, Cllr. M Lyons, Cllr. K Wright, Cllr. B Young, D Bond (Parish Clerk and 3 members of the public.

01/09/2022 Introductions / Apologies

Apologies received and accepted from Cllr. A Timon and Cllr. D Corfield

02/09/2022 Declarations of Interest

None received

03/09/2022 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.

Action: Clerk asked to write to Cllr. Hirrell to express disappointment at not having received any report or apology from her and her poor attendance record.

04/09/2022 To confirm and sign the Minutes of the meeting held on 13th July 2022 as a correct record.

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

05/09/2022 Parish Clerk's Report

The report having already been circulated was accepted without comment.

06/09/2022 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 – Nothing to report

Moss Alliance – Cllr. E Wright – It was noted that the moratorium on fracking has been lifted and Cllr. B Young suggested revisiting involvement with Environment Agency and re-engaging with Moss Alliance.

Ormskirk School – Cllr. A Timon – Nothing to report

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.

It was noted that members of the PCC have asked to be involved.

Action: Clerk to include on next agenda

Energy saving -

07/09/2022 Planning Applications:

2022/0796/FUL - 104 Renacres Lane - Removal of Condition No 2 of Planning Permission 1980/1354 relating to occupancy restriction – No comment.

2022/0811/FUL – Warehouse to rear of 94 Summerwood Lane - Variation of Condition No 2 of Planning Permission 2021/0378/FUL - to vary approved plans relating to parking – No comment.

08/09/2022 To receive reports from the following Working Groups and discuss and decide upon any actions arising

Transport – Cllrs. R Brookfield and D Corfield – Cllr. Brookfield stated he was not happy with the response from LCC to Council's request for changes to the 315 bus route.

Finance - Cllr. E Wright, A Timon and M Schofield – Nothing to report.

Flooding – Cllr. E Wright and A Timon – Nothing to report.

To appoint new Traffic and Road Safety Working Group –. Cllrs. M Lyons and B Young agreed to be involved and the Clerk was asked to include this item again on the next agenda so further appointments could be made. Members of the public who express an interest to be invited to working group meetings.

Action: Clerk to include this item on October agenda so further appointments can be made.

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09/09/2022 To further discuss and decide how to progress the installation of bus stop lighting and whether the council wishes to pursue any further quotes for a new Plex Moss Lane bus shelter.

Resolved: That Council continues to progress the installation of solar lighting in bus stops

Action: Clerk to seek quotes and present them to Council at the next meeting

Resolved: Council does not wish to pursue any further quotes for new bus shelter

10/09/2022 To discuss and decide upon arrangements for Remembrance Sunday including a proposal that the Council waives Financial Regulations and uses the same traffic management company this year at a cost of £366 which is a saving of £75 on last year and that reserves are used to cover the cost of refreshments of no more than £350.

Resolved: That Financial Regulations be waived and spend on both items be approved.

11/09/2022 To discuss and decide whether to agree to a proposal to secure the cheapest fixed rate energy contract as soon as possible.

Following discussion it was agreed that the proposal should not be adopted at this point in time.

12/09/2022 To appoint a working group to examine and report on energy saving proposals

Resolved: That Cllrs: Lyons, Ridley and Young be appointed and that they review St Aidan's insulation for effectiveness and report back to Council with proposals.

Trust Secretary to be involved in discussions re The Memorial Hall review.

Action: Clerk to include on next agenda so that further appointments can be made.

13/09/2022 To discuss and decide who to appoint to check and report on the defib batteries and the expiry date on the pads

Cllr. Lyons volunteered to take over from Cllr. D Corfield subject to training being given.

Action: Clerk to arrange training

14/09/2022 To discuss and decide upon application for co-option received from Kim Pyne.

Following discussion it was Resolved that Kim Pyne be co-opted onto the Council and she duly signed the declaration of acceptance of office which was then countersigned by the Clerk as proper officer of the Council.

15/09/2022 Finance

15.1. Schedule of Payments:

Resolved: That the following are approved for payment:

<u>Chq No / D.D</u>	<u>Payee</u>	<u>Amount</u>
Direct Debits:		
July	E-On	32.02
	E-On	25.36
	Water Plus	17.86
	Water Plus	14.16
August	E-On	25.36
	E-On	25.02
	Water Plus	14.16
	Water Plus	17.86

Paid under delegated authority:

July:

D Bond Sal	1004.91
D Bond Expenses	89.00
J Forshaw	302.00
Jo-Ann Fay – Cleaning	80.00
HMRC Tax/Ni	251.20
E Wright – Allowance	200.00
LALC – Membership / Training	248.05

Signed:

Chairman

Date: 12th October 2022

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August:	
ID CCTV	2839.20
PKF Audit fee	240.00
D Bond – Salary	614.02
A Little – Cleaning	115.09
HMRC – Tax/Ni	153.60
J Forshaw	302.00
Memorial Trust – hall hire	48.00
A Timon – Expenses	271.61
M Schofield - Expenses	22.78

For Authorisation:	
ZURICH Insurance	2496.33

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

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

15.3. To receive AGAR External Audit report and agree how long to publish the notice of conclusion of audit for 2021/22

Resolved: 2021 / 22 External Audit Report received and accepted and notice of conclusion of audit confirmed as being from 14th September to 31st October 2022.

15.4. To note the appointment of Lesley Stopforth as the new internal auditor and agree terms of reference.

Appointment of Lesley Stopforth as new internal auditor duly noted and terms of reference agreed.

15.5. To discuss and decide whether to retrospectively approve CIL spend of £590 on infrastructure maintenance and Improvements.at the Memorial Hall

Resolved: CIL spend of £590 on infrastructure maintenance and improvements at Memorial Hall approved.

15.6. To discuss and decide upon any applications for S137 Grants

Action: That a request for a grant received from FROG for a shed to be installed on the Shirdley Hill Village green be included for discussion and a decision on the next agenda.

15.7. To discuss and decide upon quotes received for painting the lettering on the plaques either side of the War Memorial gates.

Resolved: That the quote of £375 received from Ormsby Memorials be accepted as the lowest quote received.

Date and time of next meeting: Wednesday 12th October 2022 at 7.30 p.m. at The Memorial Hall, Halsall Road, Halsall.

There being no further business the meeting closed at 8.35 pm