

# 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 10th January 2024 at 7.30 p.m. at Memorial Hall, 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 13th December 2023 as a correct record**
- 5. Discuss and agree on any matters arising from Parish Clerk's Report**

Slow progress on December's actions as I have been on holiday for nearly 3 weeks.
- 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
  - 6.3 Shirdley Hill Community Association**

- Cllr McCarthy-Thomason
- 7. To receive reports from Working Groups and agree upon any actions arising;**
  - 7.1 Finance - Cllrs. E Wright, A Timon, M Schofield and K Wright**
  - 7.2 Human Resources – Cllrs. A Timon, K Wright, M Lyons, M Schofield**
  - 7.3 Traffic and Road Safety – Cllrs. N McCarthy-Thomason, R Brookfield, B Roberts**

Gregory's Roundabout / New St repairs
  - 7.4 Flooding – Cllrs. E Wright and A Timon**
  - 7.5 Healthy Halsall – Cllrs. M Schofield, J Ridley, M Lyons, B Roberts**
  - 7.6 Planning & Development – Cllrs M Schofield and B Roberts**
  - 7.7 Environment & Biodiversity Working Group - Cllrs Lyons and Ferguson**
- 8. Planning Applications**
  - 8.1 Applications - to discuss whether the Parish Council should comment on:**

2023/1142/FUL, 38 Heathey Lane, proposed new garage

2023/1092/FUL. Renacres Hall Farm, demolition of 3 buildings, erection steel barn

## **8.2 To Note Recent Planning Decisions - all granted**

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

T/2023/0168/TCA, Sports Pavilion, prune trees over Cross Lane (conditions?)

2023/0959/LDP, 7 Shaw Close, Loft conversion with dormer to rear

2022/0621/CON, 58 New Street, revision of glazing conditions

2023.0491/FUL, 20 Gregory Lane, Internal reconfiguration, rear extension.

2023/0863/LDC, Gesterfield Barn, Living accommodation - WITHDRAWN

## **Shipping containers & Enforcement notices**

### **8. Finance**

- a) To agree budget and Precept 2024/25
- b) To approve the Schedule of Payments for January
- c) To approve Financial Statement for December and sign Bank Reconciliation
- d) To confirm that bank balances in the accounts agree with the balances at the bank
- e) To move £64.45 (Reserves), £139.58(CIL), £136.59 (Precept),  
(Total £340.82) quarterly interest into Reserves.

### **9. To Discuss Hire Agreement Conditions and Hire Charges for St Aidan's Hall**

### **10. To Discuss a new Health & Safety Policy**

(A list of legally required policies and useful documents for parish councils)

### **11. To Discuss Public Realm Agreements**

LCC are asking parish councils if they are interested in taking responsibility for these services.

### **12. To Agree a new version of Financial Regulations**

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

### **13. To Provide a community skip**

### **14. To Agree arrangements and advert for a Cleaner**

### **15. To Discuss upgrading St Aidan's CCTV to internet access**

### **16. To agree additional cost of £142.50 for West Lancs Planning application**

### **17. A review of the Parish Plan**

### **18. Plex Lane Bus Shelter**

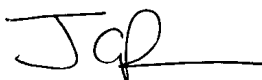
### **19. Advance Notice of Information-Only Items**

Publication Calendar for Halsall News

### **20. Date and time of next meeting:**

(2nd Wednesday would be 14th February 2024 at St Aidan's Hall)

Authorised by



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.

**HALSALL PARISH COUNCIL Scheduled Payments for 10th January 2024**

Received Date	Minutes Ref	Status	Bank Date	Expenditure Category	Amount	Payee	Notes		
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Changes since last month : Highlighted

**Direct Debits (manually listed)**

			1st Month	Open Space maintenance	320.00	Forshaw	Monthly		
				Water	as claimed	Water Plus	Monthly		
			8th Month	BT/Internet	42.00	Nat Broadband	Monthly		
			9th Month	Electricity	as claimed	Octopus	Monthly		
			21st Month	Gas	as claimed	EON	Monthly		
			end of quarter	Bank Charges ( £6 per month)	18.00	Unity	Quarterly		
			15/12/2023	Information Commissioner	35.00		Annually		

**Paid under Delegated Authority (manually listed)**

		Sched	28th	14 Cleaning	£22 per week	A. Little	1 x 2 hour sessions		
		Sched	28th	15 Cleaning Expenses	as claimed	A. Little			
		Sched	28th	23 Member Expenses	as claimed		monthly		
		Sched	28th	23 Clerk's Expenses	as claimed		monthly		
		Sched	28th	20 Clerk's Salary	690.40		monthly		
			28th	22HMRC Tax	172.60		monthly		
		Sched		Window Cleaning	£35 per month	P Walsh	monthly		

**Scheduled Payments Awaiting Approval (automatic filter)**

			Date		Amount				
			15/12/2023	Property Expenses	1,464.00				
			15/12/2023	WLBC Trade Waste	91.00				
			15/12/2023	Music Licence	282.07				
			15/12/2023	Property Expenses	179.00				
			15/12/2023	Property Expenses	372.00				
			2/1/2024	61 Electricity	52.10				
			3/1/2024	64 Internet	42.00				

Signed .....

Date .....