

# HALSALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 10th December at 7:30pm at St Aidan's Hall, Renacres Lane, Halsall.

Present: Cllr M. Lyons (Chair), Cllr N. McCarthy-Thomason (Vice Chair), Cllr P. Barker, Cllr K. Wright, Cllr E. Wright, C. Smith (Clerk (Ag)), Cllr R. Brookfield, Cllr L. Stephenson, Cllr D. Adams.

## 1. Introductions and apologies for absence

Apologies received from Cllr T. Atlay and Cllr B. Roberts.

## 2. Declarations of interest - None.

## 3. Open Forum.

### 3.1 West Lancs Borough Councillors - None.

### 3.2 Open public forum - None.

## 4. To confirm and sign the minutes of the meeting [12th November 2025](#). Approved.

## 5. Discuss and agree on any matters arising from the Parish Clerk's report.

5.1 Noted. St Aidan's new oven has now been fitted, an offer of £75.00 has been received from the company who made the previous repair that did not work. This was accepted.

5.2 Noted. Union Jack flags have been returned, along with traffic signs, to be stored in the loft of the Memorial Hall.

5.3 To note progress on [Open Actions](#). 0 closed, 0 carried forward.

## 6. To receive reports from representatives to outside bodies and agree on any actions arising;

6.1 Lancashire Association of Local Councils (Cllrs R. Brookfield & M. Lyons) None

6.2 Ormskirk Foundation Trust (Cllr D. Adams)

Nothing to report. The next meeting isn't until March 2026.

Signed.....Date.....

### **6.3 Shirdley Hill Community Association (Cllr N. McCarthy-Thomason)**

Cllr Noel McCarthy-Thomason reported that a grant of £560.00 has now been received by SHRA, St Aidans is registered as a warm space and the grant will cover several lunch club meals, but it cannot be used for the Christmas lunch.

## **7. To receive reports from working groups and agree any on any actions arising;**

### **7.1 Finance (Cllrs M. Lyons, E. Wright, K. Wright, & D. Adams)**

The Clerk (Ag) explained the budget and the precept calculation. Councillors asked questions about the proposed increases in some budget lines. We will review again in January. We expect the precept to increase by approx £9,800.00 next year.

### **7.2 Human resources (Cllrs K. Wright, M. Lyons, & P. Barker)**

Cllr M. Lyons reported that the interviews for the parish clerk position are expected to be held on 2nd January 2026.

*All HR actions, Local Government Act 1970 appoint such officers as the Council thinks necessary for proper discharge of duties.*

### **7.3 Traffic and road safety (Cllrs N McCarthy-Thomason, R Brookfield & B Roberts).**

No business.

### **7.4 Flooding (Cllrs E. Wright , D, Adams & R. Brookfield)**

No business.

### **7.5 Healthy Halsall**

No business.

### **7.6 Environment & biodiversity working group (Cllr M. Lyons, P. Barker) No Business.**

### **7.7 Halsall News (Cllr N. McCarthy-Thomason)**

Cllr McCarthy-Thomason mentioned increasing costs and suggested an increase of about 10% for the advertising in the parish magazine. Correspondence to be sent to all advertisers in December, as new invoices are produced in January. Cllr P Barker asked if the increase would keep the council under the £5000.00 VAT threshold, and was assured it would. Approved.

## **8. Planning Applications**

Signed.....Date.....

## 8.1 Applications

Application No: 2025/0998/PIP Date Valid: 24 November 2025

Proposal: Application for Permission in Principle for up to 3 no. dwellings at the land adjacent to Model Farm, Plex Lane, Halsall, L39 7JY.

## 8.2 Any planning applications on the day of the meeting.

Application no: 2025/1005/FUL 1st December.

Proposal: Introduction of new M compliant disabled access ramp to replace existing access steps and path. Site location: St Cuthberts Church, Halsall Road, Halsall, Ormskirk.

Applicant: Mr Colin Throp.

To note, the Parish Council will write in support of this application. Approved

## 8.3 To note recent planning decisions

Application: 2025/0584.PIP decision: Permission in principle Refused.

Proposal: Application for Permission in principle-residential developments up to 4no.dwellings. Location: Land North West of, Heathy Lane, Shirdley Hill, Halsall, Lancashire L39

## 9.1 To approve the [Schedule of payments 2025 December.](#)

Agreed.

## 9.2 To review the [Spend to date for December.](#)

Agreed. rr

## 9.3 To approve the [Bank reconciliation 2025 Dec](#)

Agreed.

## 9.4 Independent review of bank balances. Cllr E Wright Agreed.

## 10. Woodland project. (Cllrs D. Adams, L. Stephenson, T. Atley & P.Barker)

Cllr D. Adams presented a number of proposed names for the woodland. Following a discussion, it was decided that Halsall Woodland Community Trust would be the name for the woodlands project.

Signed.....Date.....

The working group are to liaise with the Clerk (Ag) about what needs to be done and vote for a chairperson to act as the spokesperson for the group. Approved

**11.** The Clerk (Ag) explained the new accounting package from Scribe. The new programme is cloud-based, it is efficient and secure. It will allow reports and end of year processes to be carried out more easily. There will be a one off set up fee of £448.00 followed by monthly payments of £37.00 all plus vat. Approved.

**12.** To approve six hours overtime for the cleaner, to enable a deep clean of both halls in the new year. Approved.

**13.** To approve a request from the Memorial Trust for a S19/S137 to cover the infrastructure repair to the septic tank at a cost of £312.00 and £580.00 for the fitting of sockets, timers and isolators at the hall for outdoor electrical use. Approved.

*Local Government Act 1972 s137, grants to local organisations providing a benefit to some or all of the residents.*

**14.** To note, gov. email addresses for all councillors will be added to devices from January 2026. Noted.

**15.** To approve purchase of four strong boxes for the loft space to keep archived files in, to protect from rodents at a cost of £48.00. Refused. It was suggested that we look for fire retardant boxes, Clerk (Ag) to research costs.

**16.** To note a complaint from a resident asking the parish council to get involved to resolve issues with bonfire night.

Parish Council agreed to support the community and reply to the resident and later in the year to work with the school to develop a better traffic management process. Noted & agreed.

#### **17. Notice of information-only items.**

The chair asked Councillors to send a photo of themselves to Cllr Noel McCarthy-Thomason to be loaded up onto the Parish Council web site.

#### **18. Date & time of next meeting**

Next meeting will be on 14th January 2026 at Memorial Hall, 7.30pm.

Meeting closed: closed 20.35pm

Signed.....Date.....