

HALSALL PARISH COUNCIL

Members of the Parish Council are summoned to attend the Meeting of Halsall Parish Council on Wednesday 12th February at 7:30 pm at Memorial Hall, Halsall Road

1. **Introductions and Apologies for Absence**
2. **Declarations of Interest**
3. **Open Forum**
 - 3.1 **West Lancs Borough Councillors**
 - 3.2 **Open Public Forum**
4. **To confirm and sign the [Minutes of the meeting held on 8th January](#)**
5. **Discuss and agree on any matters arising from Parish Clerk's Report**
 - 5.1 To note 1st invoice for printing Halsall News at a cost of £414 per month
 - 5.2 To note that £140 was raised and donated to Heartbeat Northwest charity through the CPR Training. It was suggested that we add respirator masks and scissors to our Defib cabinets at a cost of £15.
 - 5.3 To note Parish Clerk no longer working additional hours on Trust administration since w/c 13th January. Now have Assistant Parish Clerk in post.
6. **To receive reports from Representatives to outside Bodies and discuss and agree upon any actions arising;**
 - 6.1 **Lancashire Association of Local Councils (LALC)**
Cllrs R Brookfield, M Lyons
 - 6.2 **Ormskirk Foundation Trust**
Cllr A Timon
 - 6.3 **Shirdley Hill Community Association**
Cllrs N McCarthy-Thomason & J Ferguson
7. **To receive reports from Working Groups and agree upon any actions arising;**
 - 7.1 **Finance**
Cllrs. M Lyons, E Wright, A Timon, and K Wright
 - 7.2 **Human Resources**
Cllrs. A Timon, K Wright, and M Lyons
 - a) Update on Co-option process
 - 1st February - Halsall News & Noticeboard Vacancy Advert
 - 28th February - Closing Date for applications
 - 12th March Council Meeting - Election of Co-opted Councillor
 - 7.3 **Traffic and Road Safety**
Cllrs. N McCarthy-Thomason, R Brookfield, and B Roberts
 - 7.4 **Flooding**
Cllrs. E Wright, R Brookfield and A Timon

- 7.5 **Healthy Halsall**
Cllrs. M Lyons and B Roberts
- 7.6 **Environment & Biodiversity Working Group**
Cllrs M Lyons, J Ferguson and Mr J Ferguson
- 8. **Planning Applications**
 - 8.1 **Applications**
T/2025/0015/TPO, Spinney Cottage, remove fallen tree
2025/0040/FUL, Malt Kiln Barn, demolition & new 5 bed house
 - 8.2 **Recent planning applications**
(for planning applications that are published on day of the meeting)
 - 8.3 **To Note Recent Planning Decisions**
 - T/2025/0012/TPO, 74 New Street, remove conifer - Granted
 - 2024/1020/NMA, Grainstore, Plex Lane, changes to finishing details - Granted
 - 2024/1015/PNP, Gorse Hill Farm, New Cut Lane, new access track - Granted
 - 2024/0718/FUL, 38 Heathey Lane, extensions & granny annex - Granted
 - 2024/0699/FUL, 176a Renacres Lane, front & rear extensions - Granted
- 9. **Finance**
 - 9.1 To approve the [Schedule of Payments for February](#)
 - 9.2 To review the [Spend to Date for January](#)
EOY Budget expects spending to be £48,796 and income to be £51,171 giving a £2375 surplus of which £1250 is essential for c/fwd to next year.

To date spending is £43,462 and income is £49,639 giving surplus £6177. 2 months more expenditure & income to come. Confident we will meet a minimum £1250 surplus, hopefully more.
 - 9.3 To approve the [Monthly Bank Reconciliation](#)
 - 9.4 To confirm the bank balances on accounts & sign bank statements
 - 9.5 To approve a S137 Grant application for £400 from SHCA for a Gazebo
[SHCA Application](#)
 - 9.6 To approve a S137 Grant application for £500 from Halsall Cricket Club
[HWECC Application](#)
 - 9.7 To agree to fund, via S19 grant, a project at Memorial Hall Trust to extend the 415V power supply at a cost £1250 from CIL budget.
 - 9.8 Proposal to reserve £5000 in CIL budget for improvements to football field.
 - 9.9 To review the arrangements for Christmas Tree Lights
To note emergency repairs of £128. Who owns the lights?
Who pays for installation and repairs, do we need new ones / new arrangements for 2025?

10. **To approve go-live of the [new Parish Council website](#). Cost £250, £30 per month and cancel Bluesock website.**
Need to upgrade to a WCAG 2.2 compliant website.

Equality Act 2010

11. **To approve new Section 27 in Standing Orders on Sole Trusteeship**

12. **To discuss and agree on a potential donation of recreational land from the Moores estate to become open public access land managed by the Charity/Council.**

As Sole Trustee of the charity, the financial implications of legal fees, insurance, grounds maintenance, signs (information, warning, statutory), access paths, entrances, etc

[Risk Assessment](#)

13. **Notice of Information-Only Items**

14. **Date and time of next meeting**

Next meeting date will be 12th March 2025 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 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

Minutes of Halsall Parish Council meeting held on
Wednesday 8th January at 7:30 pm at St Aidan's Hall, Renacres Lane, Halsall.

PRESENT: Cllr E Wright (Acting Chair), Cllr K Wright, Cllr B Roberts, Cllr A Timon, Cllr R Brookfield, and C Pyne (Clerk).

1. Introductions and Apologies for Absence

Mr J Reilly, EasyWebsites Ltd plus one member of the public.

Apologies; Cllr M. Lyons (Chair), Cllr N McCarthy-Thomason, Cllr D Adams, Cllr J Ferguson.

2. Declarations of Interest

None.

3. Open Forum

3.1 West Lancs Borough Councillors

No Update

3.2 Open Public Forum

Latest update on La Mancha planning application for 2 new dwellings. LCC Highways are objecting on grounds that the private access road is too narrow for two vehicles to pass so vehicles may have to queue on Renacres Lane to wait for access which could be dangerous.

There is no public footpath through Webster's Farmyard. There is a new Environment Agency scheme to encourage farmers to create new footpaths. Clerk to research this.

A recent Memorial Hall booking was too late and noisy. Council will introduce a late-night curfew.

LCC Highways have attended and erected additional barriers around the land slip into the Renacres Lane stream. No longer possible to use the pavement footpath, not safe.

4. To confirm and sign the Minutes of the meeting held on 11th December

Agreed and signed at the end of the meeting.

5. Discuss and agree on any matters arising from Parish Clerk's Report

5.1 Feedback from LCC Highways is there have been no significant changes which would justify additional Farm/Tractor road signs.

Signed Chair Date

- 5.2** CIL Grant work at Memorial Hall
Improvements for wheelchair access at the main entrance and exit have been completed at a cost of £617.25. The outstanding work is repairs and repaint of Triple Play Platform in the Spring and a thorough clean of all surfaces and equipment in younger children's playground in the Spring.
- 5.3** Power failure at Memorial Hall indicates that the 3-Phase electricity supply needs to be extended into the Cafe Kitchen. Tenants have agreed to 50/50 cost contribution, and it was proposed and agreed to fund the balance as a CIL Grant.
- 5.4** Noted that insurance surveyor has assessed the damage to Memorial Hall roof following storm Darragh.
- 6. To receive reports from Representatives to outside Bodies and discuss and agree upon any actions arising;**
- 6.1 Lancashire Association of Local Councils (LALC)**
Cllrs R Brookfield, M Lyons
No meetings.
- 6.2 Ormskirk Foundation Trust**
Cllr A Timon advised that the Foundation Trust has agreed to the restoration of 17th Century documents on the formation of the Trust and to digitise its important documents on the early history of Ormskirk and its Grammar School.
- 6.3 Shirdley Hill Community Association**
Cllrs N McCarthy-Thomason & J Ferguson
No report, Cllrs both gave apologies.
- 6.4 St Cuthbert's Church Committee**
Following Cllr Schofield's resignation, we will not nominate a replacement. The proposed Church committee has not met.
- 7. To receive reports from Working Groups and agree upon any actions arising;**
- 7.1 Finance**
Cllrs. M Lyons, E Wright, A Timon, and K Wright

a) To Review Draft Budget 2025/26 and Precept Calculation

The Clerk explained the process for building a budget and the Precept calculation.

Chair proposed a motion to amend the salary calculations so that the ratio of funding between Council and Trust would be $\frac{2}{3}$ and $\frac{1}{3}$. This would increase the Precept calculation by £2054 to £34,546.35 Seconded and change agreed.

Signed Chair Date

7.2 Human Resources

Cllrs. A Timon, K Wright, and M Lyons

- a) NALC standard contract of employment agreed by employee, to be circulated to HR group and signed.
- b) Timetable for co-option agreed. Closing date for applications 28th Feb. Voting on applications at the March 12th meeting.

7.3 Traffic and Road Safety

Cllrs. N McCarthy-Thomason, R Brookfield, and B Roberts

Speed limit signs on Gregory Lane are obscured/ illegible. To be reported on LoveCleanStreets.

7.4 Flooding

Cllrs. E Wright, R Brookfield and A Timon

Recent exceptionally heavy rainfall. Many lanes were temporarily flooded. Cllr Brookfield advised that Summerwood Lane has been flooding for past 20 years.

7.5 Healthy Halsall

Cllrs. M Lyons and B Roberts

No business.

7.6 Planning & Development

Cllrs B Roberts

Merge any future interest into Item 8 Planning Applications

7.7 Environment & Biodiversity Working Group

Cllrs M Lyons, J Ferguson and Mr J Ferguson

No business. Recent County Council initiative so need to keep on the agenda.

8. Planning Applications

8.1 Applications

2024/1015/PNP Gorse Hill Farm, New Cut Lane, permission for new farm track
This revised plan does not have an access onto New Cut Lane. At the rear of properties on Guildford Road which is in Sefton Council Area.

2024/1013/FUL La Mancha, conversion of outbuildings to 2 dwellings
Discussed at Item 3 Public Forum. In addition, it has already been escalated to a WLBC Planning Committee decision. Parish Council has nothing further to add.

8.2 Recent planning applications

(for planning applications that are published on day of the meeting)

2024/1107/FUL 233 Carr Moss Lane, Garage conversion to living accommodation

Signed Chair Date

8.3 To Note Recent Planning Decisions

2024/0902/FUL 32 Linaker Drive, Single extension; Granted
2024/0739/FUL 93 Segars Lane, Caravan in garden; Refused
Land at the rear of the property is not part of the garden, still officially green belt land.
2024/0715.FUL 1 Halsall Farm Grove, Children's Play Equipment; Granted

9. Finance

9.1 To approve the Schedule of Payments for January
Agreed.

9.2 To review the Spend to Date for December
Agreed.

9.3 To approve the Monthly Bank Reconciliation
Agreed.

9.4 To confirm the bank balances on accounts & sign bank statements
Confirmed by Cllr Timon

9.5 To approve the transfer of quarterly interest to the Reserves account
£112.83 from Reserves, £85.91 from CIL, £103.67 from Precept accounts.
Total £302.41 in quarterly interest
Agreed.

10. Demonstration from Easywebsites, new Parish Council website

Need to upgrade to a WCAG 2.2 compliant website to meet .gov.uk requirements

Chair proposed taking as Item 4, out of sequence.

Council was impressed by website facilities offered by the major supplier of LALC websites. 60 Lancashire Parish Councils supplied from a local firm in Preston.

Not cost effective to assess any other suppliers. Motion proposed by Chair and seconded that Halsall Parish Council purchase EasyWebsites product at a cost of £250 (includes special 50% LALC discount) and £30 per month rental.

1972 LGA s111 Power to do anything that will facilitate discharge of powers and functions (providing a website)

11. S137 Grant application from Bees & Butterflies for £500

Bees & Butterflies Update report
Bees & Butterflies Grant Application - Agreed.

Clerk asked to revise the process so that grant applications are presented at the meeting where Councillors can ask questions.

1972 LGA s137 Discretionary power to award grants to local groups or organisations for purposes which may bring a benefit to the area or any part of it for some or all inhabitants.

Signed Chair Date

12. Notice of Information-Only Items

None

13. Date and time of next meeting

Next meeting date will be 12th February 2025 at Memorial Hall

Next Trust meeting will be 5th February 2025 at Memorial Hall

Meeting closed 21:07

Draft

Signed Chair Date

HALSALL PARISH COUNCIL		January		for	12th February	meeting
Chair	Mary Lyons		Signed			
Independent			Signed			
Received Date	Minutes Ref	Bank Date	Expenditure Category	Amount	Payee <small>Use Clerk & Cleaner for FOI redaction</small>	Notes
Changes since last month : Highlighted						
(Manual List) Direct Debits						
		3rd Month	Open Space maintenance	320.00	Forshaw	Monthly
		3rd Month	Open Space maintenance	100.00	Connor St Aidans	Monthly
		8th Month	National Broadband (Go Cardless)	42.00	Nat Broadband	Monthly
		9th Month	Electricity	as claimed	Octopus	Monthly
		21st Month	Gas	as claimed	EON	Monthly
		24th Month	Lloyds Bank Credit Card	as claimed	Lloyds	Monthly
		?	Easy Websites (Go Cardless)	36.96	Easywebsites	Monthly (£6.16 VAT)
		last day month	Bank Charges (£6 per month)	6.00	Unity	Monthly
		end of quarter	HMRC Tax & Employers N.I.	as claimed	HMRC	Quarterly
		end of quarter	Water	as claimed	Water Plus	Quarterly
		15th December	Information Commissioner	35.00	ICO	Annually
(Manual List) Paid under Delegated Authority (not listed on the Agenda)						
		28th	27 Cleaner Salary	327.98	Cleaner	(net salary standard month)
		28th	21 Clerks Salaries	1,272.50	Clerk & Asst	(net + overlap)
		28th	10 Salary Transfer from Trust	-609.17	Trust	1/3rd Gross Salaries
		28th	Window Cleaning	40.00	P Walsh	monthly via Clerk's expenses
		28th	23 Clerk's Expenses	as claimed	Clerk	monthly
		28th	15 Cleaner's Expenses	as claimed	Cleaner	monthly
		28th	23 Member's Expenses	as claimed	as claimed	monthly
(Automatic Filter) Payments Awaiting Approval						
Date	Minutes / Date	Bank Date		Amount	Use Clerk & Cleaner for FOI redaction	Notes
31/1/2025			S142 Halsall News	414.00	Price Right Print	Feb Edition Halsall News
1/2/2025			Councillor Expenses	30.00	Timpson	Spare Keys
1/2/2025			Window Cleaning	40.00	Walsh	for January
1/2/2025			Office Expenses	40.69	Amazon	Ink, Office supplies
3/2/2025			Electricity	50.03	Octopus	for january
3/2/2025			Maintenance of open spaces	320.00	Forshaw	for February

Receipts & Payments 2024/2025 Spend to Date Summary including Scheduled payments)					
Chair - Mary Lyons		Date		Signed	
Independent		Date		Signed	
Planned Budget		39,780.00			
Total Income		49,531.66			
Total Expenditure		47,871.45			
Available to date		1,660.21			
Code	Payments	Budget	Spend to Date	Available	Explanations /Comments
21	Clerk's Salary	11,000	8,644.37	2,355.63	Probably be £11-12,000 by EOY
22	inc Tax & NI	0	2,455.88	-2,455.88	Code 21 & 22 taken together
23	Clerk's Mileage	150	38.79	111.21	stopped claiming now only 8p per mile
24	Office Expenses	250	385.40	-135.40	
25	Staff Training	750	0.00	750.00	Havent paid the CILCA exam fee yet
26	Staff Recruitment	0	0.00	0.00	
27	Cleaner Salary	1500	3,034.41	-1,534.41	15/5/24 Transfer £1500 from Code 71. Going to be £3852
28	Cleaner Tax & NI	0	0.00	0.00	
31	Chair's Allowances	200	0.00	200.00	
33	Mileage	100	0.00	100.00	
34	Expenses	100	0.00	100.00	
35	Training	400	0.00	400.00	
41	Audit fees	450	628.00	-178.00	Completed. New Auditor more expensive than predicted
42	Subs LALC	450	445.17	4.83	Complete
43	ICO	35	35.00	0.00	
44	Reserve re elections etc	400	435.35	-35.35	Had to pay this year, so no transfer to reserves
45	Legal Fees - Solicitor/Planning	600	3,156.60	-2,556.60	New Bakehouse Lease
46	Music Licence	300	391.52	-91.52	
17	Refunds (Hire Fees, etc)	0	689.00	-689.00	Hirers paying Council when should have paid the Trust
51	Rem Sunday / War memorial	1,200	910.48	289.52	Complete, underspent, reduce next year
52	Bus shelters	350	50.00	300.00	3/6/2024 Paid from CIL so £350 still available
54	Seats	250	0.00	250.00	
55	Noticeboards/ Web Hosting	800	197.98	602.02	
56	Spids	300	0.00	300.00	
57	Maintenance of open spaces	4,500	3,290.00	1,210.00	
58	New Defibrillator	450	0.00	450.00	
61	Electricity	1,100	407.02	692.98	Most expensive months to come
62	Gas	1,300	474.72	825.28	Most expensive months to come
63	Water	600	450.86	149.14	44
64	Internet	500	378.00	122.00	
65	Mobile Phone	100	0.00	100.00	
66	Insurances/inspections/Fire	3,200	2,683.55	516.45	
67	Hygiene / Waste	450	604.57	-154.57	
68	Window cleaning	420	155.00	265.00	
69	Bank Charges	75	103.40	-28.40	
71	St Aidans Cleaning	0	0.00	0.00	15/5/24 Transfer all £1500 to 27
72	Cleaning supplies	200	182.35	17.65	
73	St Aidans Property	1,100	1,558.10	-458.10	
75	Hire Refunds & Adjustments	0	100.00		
77	Lloyds Debit Expenses	0	944.22	-944.22	
81	S137 (Anyone)	3,365	2,191.00	1,174.00	10/4/24 Move £135 to 83
82	S19 (only MH)	1,500	0.00	1,500.00	
83	S142 Halsall News	485	484.50	0.50	10/4/24 Overspent. Move £135 from 81
84	VAT for CIL Grant	500	647.60	-147.60	
85	S133 Meetings at MH	150	80.00	70.00	
86	S19 Warm Spaces	200	0.00	200.00	
87	LCC Biodiversity	0	120.00	-120.00	£500 in LCC Reserves, was £620
88	CIL Projects	0	11,493.61	-11,493.61	
89	Best Kept Village	0	25.00		
Payments to date inc Scheduled		39,780	47,871.45	8,091.45	Overspent on payments but receipts are higher
Difference (should be zero)			0.00		Pivot analysis same as Payments
Code	Receipts	Budget	Rec'd to date	Outstanding	Explanations for surplus
10	Cleaning Costs from MH	0.00	3,077.79	-3,077.79	£3852/6*4=2568/12 = £214 per month so £2568 expected
11	CIL	0.00	6,314.88	0	
12	Precept	29,436.00	29,436.00	0.00	
13	Council Support	1,433.00	1,433.00	0.00	
14	Concurrent Grant	1,761.00	1,761.00	0.00	
15	Reserves / Received Grants	3,200.00	0.00	3,200.00	
16	Hall Hire	2,000.00	3,643.50	-1,643.50	anticipate £4000 by EOY?
17	Refund /Transfer to MH	0.00	689.00	-689.00	to be Excluded from AGAR - IN & OUT
18	Interest Received	450.00	938.93	-488.93	expect £850 ?
19	Other Income	0.00	0.00	0.00	Charge for temporarily managing the Trust. Expect £2200
126	VAT Refund	1,500.00	2,237.56	-737.56	24/6/2024 additional £737.56 from VAT refund
Receipts to date inc Scheduled		39,780.00	49,531.66	9,751.66	Receipts are higher than predicted.
Difference (should be zero)			0.00		Pivot analysis same as Receipts

HALSALL PARISH COUNCIL

Guidelines for Grant applications

Section 137 of the Local Government Act 1972 allows the Parish Council to spend a limited amount on activities which the Council considers 'will bring direct benefit to the area, or any part of it, for all or some of its inhabitants'. The benefit obtained should be commensurate with the expenditure incurred. A range of grants from £30 to £500 can be considered.

- Grant applications are available to organisations for charitable, social, cultural, recreational, or philanthropic purposes. Business projects cannot be supported.
- The Parish Council will consider the application at its next meeting.
- Any payments made are subject to the budgetary constraints of the Parish Council and can only be made by Bank Transfer (BACS), not cash or cheques.
- Applications and decisions will be recorded in the Parish Council Minutes which are available on the council website, disclosable under the Freedom of Information Act and may also be published in the Halsall News parish magazine.
- Applications should be made in writing to clerk@halsallparish.gov.uk
- Applicants must attend the Parish Council meeting to present their application and answer any questions.
- Please include the following information.

1.	Name of the Group: SHIROLEY HILL COMMUNITY ASSOCIATION
2.	Short Description of the Aims of the Group: TO SUPPORT THE RESIDENTS OF SH
3.	Contact Details: Name, address, email, telephone number: Noel mccarty - Thomason 38A HEATLEY LANE noelm-t@outlook.com 07485 157395
4.	Is this a Registered Charity? NO Registration Number
5.	Purpose of the Grant: To purchase A MARQUEE for VE DAY Celebrations.
6.	Amount of Grant: £400.00
7.	Identify the benefit to some or all of the residents of Halsall: can be used for events in and around SH
8.	Bank account name: SHIROLEY HILL COMMUNITY ASSOCIATION Sort code: Account number:

27. MANAGING SOLE TRUSTEE RESPONSIBILITIES

- a. Halsall Parish Council is the Sole Trustee of charity #521111 Halsall War Memorial Playing Field & Hall through a Scheme agreed with the Charity Commission 4th December 2006.
- b. The charity must meet, discuss and agree its motions separately. The charity must have separate banking. Other requirements on how a parish council should manage a Sole Trustee relationship are specified in *ACRE Sheet 36 Village halls run by parish councils as sole trustee*. The Council will review this document annually.
- c. The charity needs Standing Orders, Financial Regulations and policy documents, these will follow parish council documents, being the most familiar to the council. Any significant differences between council and charity procedures will be defined in this Section 27 to be agreed according to Section 26 B (add, vary or revoke Standing Orders) .
- d. The Chair of the Council must be the Chair of the Charity and the councillors (i.e. the full council) will meet as the trustee board of the charity. This avoids needing to have two meetings, a charity committee and then a council meeting to approve the committee's recommendations. Sole Trusteeship cannot be delegated to a committee (Scheme s6).
- e. All officers of the charity must be parish councillors or parish council employees. The council and charity will agree on the reasonable reimbursement of costs for the use of parish council employees and resources.
- f. The charity will meet as required, ideally every alternate month, usually on 1st Wednesday of the month. Charity trustee meetings should be private, not held in public. As charity meetings will be less frequent than council meetings and decisions do not have to be made in public then urgent decisions can be authorised by email voting. The motion and decision must be reported at the next meeting.

Monument Risk Assessment

Feb 2025	Initial thoughts

Accepting a free donation of land which the donor wants to be open for public access has implications ; a list of potential concerns which need to be investigated.
Potential risks which the Council as Sole Trustee needs to manage.

Risk No	Description	Impact	Mitigation	Control
1	Definition of the project	Confusion, uncertainty of project scope	Terms of reference	Agree on Council or Trust Management , appropriate agenda
2	Legal implications	Feasibility of Project	Covenants, Duties & Responsibilities,	Adjust Standing Orders/Financial Regulations
3	Identify potential costs for a budget	Potential overspend, uncontrolled spending	Identify potential budget items Appoint consultancy? Growth Lancashire.co.uk Legal Fees, Survey Fees, initial ground clearance, regular maintenance	Appropriate agenda
4	Insufficient funding	Insufficient funds to pay for commitments	Identify potential sources of funding Historic England Grants County and Borough funding (Biodiversity)(Infrastructure) Parish Precept Other Charity sources Volunteers	Appropriate agenda
5	Damage to the historic site	Dispute with Historic England, WLBC etc	knowledge of responsibilities , security, signs	Insurance, Security Fencing, Locked Gate
6	Personal Injury (Public/ Employees)	Costs of claims	Public/Employee Liability Insurance	Maintain adequate cover- sufficient
7	Delivery of development plan	Reputational risk to Council	Long term plan, cannot delivery in a day. Clearance, access, paths, signposts, information boards	Agenda, monitor progress, resolve issues.
8	Public Expectations	Reputational risk to Council	Terms of reference / communication plan	Agenda, monitor progress, resolve issues.