

# HALSALL PARISH COUNCIL

Minutes of Halsall Parish Council meeting held on  
Wednesday 12th February at 7:30 pm at Memorial Hall, Halsall Road

Present : Cllr M. Lyons (Chair), Cllr N McCarthy-Thomason, Cllr R Brookfield,  
Cllr D Adams, Cllr J Ferguson, Cllr E Wright (Vice Chair), Cllr A Timon, and C  
Pyne (Clerk) and C Smith (Asst Clerk).

**1. Introductions and Apologies for Absence**

Introductions were made for 6 members of the public attending the meeting,

Apologies: Cllr B Roberts, Cllr K Wright

**2. Declarations of Interest**

None.

**3. Open Forum**

**3.1 West Lancs Borough Councillors**

No update.

**3.2 Open Public Forum**

Members of the public from New Cut Lane spoke about problems with speeding traffic and pavements. (see Item 7.3 Traffic & Road Safety)

**4. To confirm and sign the [Minutes of the meeting held on 8th January](#)**

Agreed and signed at the end of the meeting.

**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 for Heartbeat Northwest charity through the CPR Training.

It was agreed to accept the suggestion from the Trainer that we add respirator masks and scissors to our Defib cabinets at a cost of £15.

*Public Health Act 1936, s234 to provide lifesaving equipment.*

Cllr Timon was thanked for organising this training and he will coordinate any additional requests and pass these on to Heartbeat Northwest.

**5.3** To note Parish Clerk is no longer working additional hours on Trust administration since w/c 13th January now that Assistant Parish Clerk is 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  
No Update

**6.2 Ormskirk Foundation Trust**

Signed Chair ..... Date .....

Cllr A Timon  
Next meeting is in March.

**6.3 Shirdley Hill Community Association**

Cllrs N McCarthy-Thomason & J Ferguson

SHCA has had an external Audit. Cllr Ferguson was thanked for her role as Treasurer.

The SHCA is organising VE Day events for Sunday 4th May and a beacon lighting on Thursday 8th May. They will coordinate with C Smith and Rev Salt on activities being planned for Halsall village.

The proposal to install more shelves in the kitchen and improve the storage cupboard at a cost of £265 was agreed.

*Local Government Act 1972 s111 power to perform subsidiary functions, make improvements to village hall owned by the Council*

**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  
No update.

**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

One application has been received and circulated. Another application form has been sent out.

**7.3 Traffic and Road Safety**

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

Residents of New Cut Lane spoke about problems of speeding and the quality of pavements. It was agreed:

Cllr McCarthy-Thomason would contact LCC Councillor O'Toole to make LCC Highways aware of these issues.

The Clerk would report the 30mph speed sign as damaged, arrange for our speed warning signs to be displayed at this location more frequently and investigate whether the Police have any recent statistics on speeding.

**7.4 Flooding**

Cllrs. E Wright, R Brookfield and A Timon

No updates.

**7.5 Healthy Halsall**

Cllrs. M Lyons and B Roberts

No Updates.

**7.6 Environment & Biodiversity Working Group**

Signed Chair ..... Date .....

Cllrs M Lyons, J Ferguson and Mr J Ferguson  
No Updates.

**8. [Planning Applications](#)**

Parish Council have no comments to make on the following 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)  
2025/0075/FUL, 3 Halsall Farm Grove, add land to residential garden

**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](#)  
Agreed and signed.

**9.2** To review the [Spend to Date for January](#)  
2025/26 Budget calculations expects spending to be £48,796 and income to be £51,171 giving a £2375 surplus of which £1250 (50%) is essential for c/fwd to next year.

To date spending is £43,462 and income is £49,639 giving surplus £6177.  
Two more months of expenditure & income to come.  
Confident we will meet a minimum £1250 surplus, hopefully more.

**9.3** To approve the [Monthly Bank Reconciliation](#)  
Agreed and signed.

**9.4** To confirm the bank balances on accounts & sign bank statements  
Confirmed by Cllr Timon as £34,705.48 at close of business on 31/1/2025.

**9.5** Withdrawn

**9.6** To approve a S137 Grant application for £500 from Halsall Cricket Club  
[HWECC Application](#)

Chair proposed taking this item before item 3 so that HWECC representative could leave early.

The S137 grant application was agreed. The Clerk asked for a delay in payment until next month to be sure that money could be transferred from

Signed Chair ..... Date .....

another budget line without exceeding the planned budget limits.

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

- 9.7 To agree to fund, via s19 grant, a project at Memorial Hall Trust to extend the 415V power supply to the Cafe at a cost £1250 from CIL budget.

Agreed.

*Local Government (Misc Provisions) Act 1976 s19 1 (f) provide such facilities in connection with any other recreational facilities it considers appropriate at which food, drink and tobacco may be bought from the authority or another person.*

- 9.8 Proposal to reserve £5000 in CIL budget for improvements to the football field. Agreed. Clerk to contact J Halsall Ltd to see if any further cleaning is appropriate. Suggested that a local company which has UK-wide experience in improving football pitches be contacted to review the field.

- 9.9 To review the arrangements for Christmas Tree Lights  
SHCA will take over responsibility for the Christmas Tree lights.  
SHCA will refund the cost of the emergency repairs (£128) paid by the Council.

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

Agreed, the new website is ready to go live.

*Equality Act 2010 that a gov.uk website meets WCAG 2.2 requirements.*

11. **To approve new Section 27 in Standing Orders on Sole Trusteeship**  
Agreed. The Trust will investigate further changes to SO associated with providing hybrid meetings.

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](#)

It was agreed to consult with Growth Lancashire, an external company used by WLBC for expert advice on adopting scheduled monuments.

*Local Government Act 1972 s124 power to acquire land by purchase, gift or lease for various purposes including as recreational space.*

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

The Chair offered thanks on behalf of the Council to Cllr M Schofield for her service and would arrange for a gift to be purchased from the Chairman's Allowance.

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

Next meeting date will be 12th March 2025 at St Aidan's Hall

**Meeting closed 20:58 pm**

Signed Chair ..... Date .....