

HALSALL PARISH COUNCIL

Minutes of the Halsall Parish Council Meeting held on Wednesday 10th June at 7:30 pm at St Aidans Hall, Renacres Lane, Halsall.

		Present: Cllr M. Lyons (Chair), Cllr N. McCarthy-Thomason (Vice Chair), Cllr P. Barker, Cllr D. Adams, Cllr T. Atlay, Cllr R. Brookfield, C. Smith (Clerk) , S. Donnelly (Asst Clerk) and a member of the public.
		Plaud to transcribe meeting, permission granted from all attending for the meeting to be transcribed via Plaud.
1.		Introductions and Apologies for Absence
		Apologies received from Cllr B. Roberts, Cllr E. Wright & Cllr L Stephenson.
2.		Declarations of Interest
		Cllr M Lyons declared interest item 7.2
		The chair proposed a change to the agenda and items 7.2 Co-option and item 11 S137 Grant application were taken next so that visitors could leave earlier. The chair also proposed that item 7.3 Traffic & road safety, to be added to item 15 on arrival of the local police officer.
11.		To consider a S137 grant application from Halsall proud & tidy for £500 for the upkeep of public areas in the village. Approved. s37 LGA 1972 local authority may incur expenditure which is in the interests of, and will bring benefit to some or all of its inhabitants.
7.2		Human Resources (Cllrs M. Lyons, P. Barker & T. Atlay)
		Two applications were received, Mr John Ferguson was elected as Co-opted Parish Councillor and signed the Acceptance of Office. The other applicant was thanked for their time and applying.
		Return to scheduled agenda
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 Annual council meeting held on 2026 13th May. Approved & signed. To confirm and sign the Minutes of the Parish meeting held on 27th May 2026. Approved & signed.
5.		Discuss and agree on any matters arising from Parish Clerk's Report

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5.1		Ink & paper purchased, clerk to claim on expenses £53.98 Approved.
5.2		Missing speed sign located in Summerwood Lane.
5.3		Defib cabinets checked and reported to the circuit control centre.
5.4		To note progress on HPC Action List Noted.
6.		To receive reports from Representatives to outside Bodies and agree on any actions arising;
6.1		Lancashire Association of Local Councils (LALC) (Cllrs R. Brookfield & M. Lyons)
		No reports
6.2		Ormskirk School Foundation Trust (Cllr D.Adams) No reports. The meeting is tonight at 7pm Cllr Adams unable to attend.
6.3		Shirdley Hill Community Association (Cllrs N. McCarthy-Thomason & D.Adams) New cabinets to be assembled and all items belonging to SHRA can be stored away for security. All decorating items to be sorted and put back in storage. Two large boxes of equipment to be removed from the toilets. Two possibly damaged gazebos to be disposed of from the Memorial Hall.
7.		To receive reports from Working Groups and agree any actions arising;
7.1		Finance (Cllrs M. Lyons, E. Wright, P.Barker)
		The council will tighten accounting for grants with minimal documentation to satisfy auditors. Finance group to review the S137 process with the clerk.
7.4.		Halsall News (Cllr N.McCarthy-Thomason)
		Excellent feedback has been received, regarding the May/June colour issue of the Halsall news. July/August is the next issue and will cover the summer fair. Thank you to Cllr N. McCarthy-Thomason for all the hard work carried out as editor of the Halsall Magazine.
		Cllr J Ferguson left at 8.20pm
8.		Planning Applications
8.1		Applications
		Rural West Ward Parish: Halsall Application No: 2026/0406/FUL Date Valid: 18 May 2026 Proposal: Proposed erection of a single storey and two storey extension to the front elevation of the main dwelling and a single storey extension to the left elevation of the garage.

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		Site Location: 119 New Street, Halsall, Ormskirk, Lancashire, L39 8RR.
		The council has no comments.
8.2		Any planning applications published on day of the meeting None.
8.3		To Note Recent Planning Decisions None
9.		Finance
9.1		To approve the schedule of payments June 2026 Approved.
9.2		To review the spend to date report May2026 Approved.
9.3		To approve the Bank Reconciliation Approved.
9.4		Independent Review of Bank Balances. Reviewed & approved
9.5		Audit 2025-26
	a)	All audit reports have now been sent to the external auditor PKF. AGAR and audit information has been displayed on the notice boards & website. Noted.
	b)	To approve the variances report variances report . Approved. The clerk thanked the Asst clerk for all her hard work producing this report. Cllr N. McCarthy-Thomason led thanks to the clerk & asst clerk for the work carried out at the end of year and the AGAR.
9.6		To approve a refund to HPC of £189.70 for the April salary payment from Trust to HPC £945.54, the correct amount was £755.84. Approved. Charities Act 2011 s130 accounting records must show all sums of money received and expended by the charity.
9.7		£2000.00 Grant for St Cuthberts Church ramp has been paid. Grant approved on 10.9.2025 item no: 14.2 Noted.
9.8		365 business package to be installed on assistant clerks laptop at a cost of £2.30 per month. Approved. Local Government Act 1972 s111 power to perform subsidiary functions. Expenditure on IT to meet future audit requirements.

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10.		<p>Woodland Project (Cllr. D.Adams, Cllr. T.Atlay, Cllr.L.Stephenson, Cllr M. Lyons & Cllr. P.Barker) Constitution to be filed by clerk & asst clerk. Cost of searches £ 665.72 inc vat. Approved.</p> <p>Local Government Act 1972 s124 (1) parish council may acquire by agreement any land... (b) for the benefit, improvement or development of their area.</p>
12.		<p>To approve payment of £6 per month for HPC mobile phone From Giff Gaff for an ongoing contract,the clerk has paid eight months £48.00. Approved.</p> <p>Local Government Act 1972 s111 power to perform subsidiary functions. Expenditure on IT to meet future audit requirements.</p>
13.		<p>To consider, first aid courses for two councillors, enabling the council to have the correct level of cover at public events.cost £65 per person. Approved.</p> <p>Clerk to source prices for more councillors to attend.</p>
14.		<p>To consider a S137 application from the Memorial Trust for £500.00 to support the summer fair on 2.8.2026. Refused.</p>
15.		<p>7.3 Traffic and Road Safety (Cllr N. McCarthy-Thomason, Cllr R. Brookfield, Cllr B. Roberts, Cllr P.Barker & Cllr T.Atlay)</p> <p>8.33pm A local police officer entered the meeting by invitation from the clerk. Items of speeding and reckless driving were discussed. The officer reported how we can report concerns via the Lancashire Road Safety Partnership. PCSO can add concerning locations from meeting minutes to patrol plans. School/church area: unsafe drop-offs observed; PCSO liaising with head teacher; warnings issued via school channels, dangerous parking; uniformed presence reduces issues.</p> <p>Police surgeries: Three have been scheduled for Halsall.</p> <p>23rd June Memorial Hall</p> <p>14th July St Aidans</p> <p>25th August Memorial Hall</p>
16.		<p>Notice of Information-Only Items Clerk has created a new Facebook page.</p>
17.		<p>Date and time of next meeting</p> <p>Next meeting will be 8th July at Memorial Hall, Cross Lane, Halsall.</p>

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Meeting closed 21.08pm

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