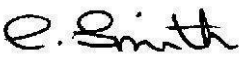


# HALSALL PARISH COUNCIL

Members of the Parish Council are summoned to attend the Meeting of Halsall Parish Council on Wednesday 14th January 2026, 7.30pm at the Memorial Hall, Cross Lane, Halsall.

1.		<b>Introductions and Apologies for Absence</b>
2.		<b>Declarations of Interest</b>
3.		<b>Open Forum</b>
	3.1	<b>West Lancs Borough Councillors</b>
	3.2	<b>Open Public Forum</b>
4.		<b>To confirm and sign the Minutes of the meeting held on <a href="#">2025 10 Dec Minutes</a></b>
5.		<b>Discuss and agree on any matters arising from Parish Clerk's Report</b>
	5.1	Strong boxes for storage, very expensive, clerk to sort the amount of books & paperwork and decide how many we will need.
	5.2	Gov. email addresses, contact form from Easywebsites to all councillors.
	5.3	To note progress on <a href="#">HPC Action List</a> . Closed C/Fwd
6.		<b>To receive reports from Representatives to outside Bodies and agree on any matters arising;</b>
	6.1	<b>Lancashire Association of Local Councils</b> (Cllrs R. Brookfield & M. Lyons)
	6.2	<b>Ormskirk Foundation Trust</b> (Cllr D. Adams)
	6.3	<b>Shirdley Hill Community Association</b> (Cllr N. McCarthy-Thomason)
7.		<b>To receive reports from Working Groups and agree any actions arising;</b>
	7.1	<b>Finance</b> (Cllrs M. Lyons, E. Wright, K. Wright, & D. Adams)
		To approve the 2026/2027 Budget and Precept and precept calculation <a href="#">2026-2027 Budget Book</a> .
	7.2	<b>Human Resources</b> (Cllrs K. Wright, M. Lyons, & P. Barker)
	a)	Approve. The recommendations of the HR working group to appointment new Parish Clerk and Trust Secretary following recent interviews.
	b))	

		Agree. To advertise for an Assistant clerk for 4 hours per week.
7.3		<b>Traffic and Road Safety</b> (Cllrs N. McCarthy-Thomason, R. Brookfield, & B. Roberts)
7.4		<b>Flooding</b> (Cllrs E. Wright, D, Adams & R. Brookfield)
7.5		<b>Healthy Halsall</b> (Cllrs M. Lyons & B. Roberts)
7.6		<b>Environment &amp; Biodiversity Working Group</b> (Cllr M. Lyons, P Barker)
7.7		<b>Halsall News</b> (Cllr N.McCarthy-Thomason)
8.		<a href="#"><u>Planning Applications</u></a>
8.1		<b>Applications</b>
		2025/1049/FUL Date Valid: 8 December 2025 Proposal: Single storey extension at front side and rear. Site Location: 32 Summerwood Lane, Halsall, Ormskirk, Lancashire, L39 8RJ.
8.2		<b>Any planning applications on the day of the meeting.</b>
8.3		<b>To note recent Planning Decisions</b>  2025/0584/PIP Decision: Permission in Principle Refused Proposal: Application for Permission in Principle - Residential development up to 4no.dwellings. Location: Land North West Of, Heathey Lane, Shirdley Hill, Halsall, Lancashire, L39 2025/0690/FUL Decision: Planning Permission Granted Proposal: Erection of a wall and gates. Location: Dicconsons Farm, Dicconsons Lane, Halsall, Ormskirk, Lancashire, L39 7HR 2025/0713/PNC Decision: PNC Details Refused Proposal: Application for determination as to whether prior approval of details is required - Class Q, Agricultural buildings to dwelling houses. Location: Brookside Farm , Carr Moss Lane, Halsall, Lancashire, L39 8SA 2025/0835/PNP Decision: Prior Notif-Agriculture-Details Approved Proposal: Consideration of Details for Prior Approval - Agricultural storage building. Location: Land North Of Plex Lane , Plex Lane, Halsall, L39 7JY,
9.		<b>Finance</b>
9.1		To approve the <a href="#"><u>2025 14 Jan Schedule of payments.pdf</u></a>
9.2		To review the <a href="#"><u>2025 Jan 14 Spend to date .pdf</u></a>
9.3		To approve the <a href="#"><u>2025 Dec bank rec.pdf.</u></a>

9.4		<b>Independent Review of Bank Balances</b>
10.	a)	<b>Woodland Project</b> To discuss and approve the setting up of the initial Constitution for the Halsall Community Woodland Trust.
	b)	Approve. To select a councillor to go forward for compliance with Parish Clerk.
11.		<b>To approve annual review of policies &amp; procedures.</b>  <a href="#">Health and Safety Policy</a> <a href="#">Complaints Policy</a> <a href="#">Model Publication scheme for Halsall Parish Council</a> <a href="#">Risk Management Policy</a> <a href="#">Data Protection Policy</a>
12.		To approve the quarterly transfer of interest from CIL £53.26 and Precept £89.93 to the reserves account. New reserves account will be £19348.50
13.		To approve. Increasing the temperature from 5 to 12 degrees to allow the fabric of the building to heat during cold months. Hirers have complained the halls are too cold.
14.		To approve purchase of Plaud AI note taker at a cost of £169.00 with 300 minutes per month free of charge. Possible annual charge of £99 for extra minutes if required.
15.		To approve. The increase in hall hire charges. Suggested increase of fifty percent to be discussed, due to possible extra fuel costs over winter months.
16.		To approve. Request from the church accountant the amount they are to pay towards Halsall News. HPC & the church have different year ends, therefore we need to decide if we ask for payment up to Dec 2025 or up to March 26. Either Jan 25-Dec 25 Halsall news Income £1554 Outgoings £3116 balance -£1562.00 (church payment £781.00) Jan 25-Mar 26 Income £3124.00 Outgoings £3944.00 balance -£820.00 (church payment £410.00)
17.		<b>Notice of Information-Only Items</b>
18.		<b>Date and time of next meeting</b> Next meeting will be on 11th February 7.30pm St Aidan`s Hall..
Authorised by   Cathy Smith, Acting 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.