

HALSALL PARISH COUNCIL

Minutes of the Halsall Parish Council meeting held on Wednesday 9th September at 7:40 pm at the St Aidan's Hall, Renacres Lane, Halsall.

		Present: Cllr M. Lyons (Chair), Cllr P. Barker, Cllr D. Adams, Cllr L. Stephenson, Cllr R. Brookfield, C. Smith (Clerk), Cllr B. Roberts, Cllr J. Ferguson and one member of the public.
		Plaud to transcribe the meeting. Permission granted from all attending for the meeting to be transcribed via Plaud. Agreed.
1.		Introductions and apologies for absence
		Apologies received from Cllr N. McCarthy-Thomason, Cllr T. Atlay & assistant clerk S. Donnelly.
2.		Declarations of interest
		None.
3.		Open forum.
	3.1	West Lancs Borough Councillors No representatives Chair explained that Gareth Oates (Reform) has replaced Jane Marshall.
		None.
	3.2	Open public forum A member of the public from a local charity spoke about her campaign to support those in need in the community and to increase the number of defibrillators in the area. The council S137 grant application form will be sent out, and once completed, will be reviewed at the October 14th council meeting.
4.		To confirm and sign the minutes of the meeting held on 8th July 2026 . Approved & signed. No business in August due to council break.
5.		Discuss and agree on any matters arising from Parish Clerk's report
	5.1	HPC Action list
	5.2	Ink & paper purchased £54.49 A4 Punch pockets and laminating pockets £11.98 2 x Four way utility key £7.98 All approved.
		Local Government Act 1972 s111 power to perform subsidiary functions.

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5.3		Wallpaper in the small vestibule at St Aidans has been repaired and is ready for painting. Cost £35.00 Approved. Local Government Act 1972 s111 power to perform subsidiary functions.
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) The next meeting is in October.
6.3		Shirdley Hill Community Association (Cllrs N. McCarthy-Thomason & D. Adams) It was reported that the events are very busy and doing well.
7.		To receive reports from working groups and agree any actions arising;
7.1		Finance (Cllrs M. Lyons, P. Barker) To note that employers and unions have agreed a 2026/27 pay deal for all local government employees. Pay awards and backpay are due from 1st April 2026. Clerk salary increased from £18.35 to £18.96 Asst Clerk from £15.31 to £15.82 Cleaner from £13.47 to £13.92 Monthly wage cost has increased from £1914.43 to £1942.28 Monthly contribution from Trust will increase to £647.43 Approved.
	a.	An issue regarding employee increments was deemed closed, as the signed employment contracts, state the "first increment will be payable in April 2027," supersedes any other advisory guidelines. Both the clerk and the assistant clerk have agreed to accept the outcome.
7.2		
	a.	Human resources (Cllrs M. Lyons, P. Barker & T. Atlay) To note the resignation of Cllr E. Wright. To advertise the position of councillor vacancy on website and social media after 18th September following the fourteen day election period notice. Cllr E. Wright was thanked for her long service to Halsall parish council. A £50 Amazon voucher for former Cllr E Wright was approved, funded from the chair's allowance. Approved. Noted. Local Government Act 1972 s111 power to perform subsidiary functions.
	b.	To approve. assistant clerk has requested a two week holiday from 6th September. Clerk requested one week's leave from 27th September 2026. Approved.

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	c.	To approve four hours overtime for the cleaner, due to the halls being used over the bank holiday £55.68 Approved. All HR actions, Local Government Act 1972 s111 power to perform subsidiary functions.
7.3		Traffic and road safety (Cllrs N. McCarthy-Thomason, R. Brookfield, B. Roberts, P. Barker & T. Atlay) Police surgeries will continue in September and October. A volunteer speed camera initiative was discussed with several councillors keen to get involved. Specific hazards were noted: incorrect use of the St. Cuthbert's exit, a sunken road at the Renacres / New Cut Lane junction. The council aims to apply for 85% CIL funding in April for the purchase of new SPIDs (Speed Indicator Devices).
7.4		Excellent feedback on the colour Halsall News magazine. It was suggested that Halsall News" should always be clearly visible on the front cover to avoid confusion.
8.		Planning applications
8.1		Applications
		Application No: 2026/0591/FUL Date Valid: 23 July 2026 Proposal: Retention of caravan for use as ancillary family accommodation and occasional use as an 'Air B and B'; Site Location: 90 Segars Lane, Halsall, Southport, Lancashire, PR8 3JG. Applicant: Mr Neil Howard Application No: 2026/0636/FUL Date Valid: 4 August 2026 Proposal: Installation of roof mounted solar panels Site Location: Halsall St Cuthberts C Of E Primary School, New Street, Halsall, Ormskirk, Lancashire. Applicant: The Governing Body. The council has no comments.
8.2		Any planning applications published on day of the meeting None.
8.3		To note recent planning decisions
		Application: 2026/0491/LDP Decision: Cert of Lawfulness (PROPOSED) Permitted. Proposal: Single storey side extension Location: 1 Linaker Drive, Halsall, Ormskirk, Lancashire, L39 8SB Applicant: Ms Ellie Wright Application: 2026/0463/FUL Decision: Planning Permission Granted Proposal: Removal of agricultural occupancy condition imposed on planning permission 1980/0426. Location: Croft End Bungalow, Plex Lane, Halsall, Ormskirk, Lancashire, L39 7JY Application: 2026/0572/FUL Decision: Planning Permission REFUSED Proposal: Proposed single-storey side extension to existing property with a pitched roof.
9.		Finance
9.1		To approve the schedule of payments 2026

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		Approved.
9.2		To review the spend to date report 2026 Approved.
9.3		To approve the Bank Reconciliation August 2026 Approved.
9.4		Independent review of bank balances. Reviewed & approved
9.5		To approve the audit action plan. Approved.
	a.	To discuss the Cyber Insurance policy recommended by the internal Auditor. It was decided against immediate adoption of a new policy, opting instead to review internal password protocols and seek clarification from their insurer on what coverage the council already has in place.
9.6		To note the satisfactory result of the external audit. The external audit was concluded with a satisfactory result. The public notice of conclusion has been posted for 30 days from 4.9.2026. Noted.
10.		Woodland project (Cllr's D. Adams, T. Atlay, L. Stephenson & P. Barker) A 128-page property report received following the searches. Legal queries regarding drains and restrictive covenants (fences, tree preservation) have been sent to the solicitor. The registration process is slow and complex, to help manage the workload, hiring a short-term project manager and reviving the working group was proposed and agreed. Local Government Act 1972 s124 (1) parish council may acquire by agreement any land... (b) for the benefit, improvement or development of their area.
11.		To approve the CIL payments to the Trust as follows: £1250.00 for the repairs to the potholes on the car park. £348.00 for the painting of the railings at the Memorial Hall. Approved.
12.		To approve the transfer of the interest received from the precept and CIL accounts into the reserves account. Precept £48.78. CIL £37.68. Total £86.46 Approved.
13.		To consider a payment for Bees and Butterflies Application for a Certificate of Lawfulness for proposed development (to establish whether planning permission is needed for Halsall Nature Walk). There is a fee attached to the submission. Standard fee is £245.50. Approved to put forward as a S137 at the October meeting.
14.		To approve payment of £100 for Canva for Halsall parish news. Programme is required for the publication of the magazine. Approved.
15.		To approve the annual membership for SLCC for clerk at a cost of £200.00. Approved.

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16.		Planning for Remembrance Sunday. WLBC Event plan has been submitted. Noted.
17.		To suspend FR 5.9 to obtain 3 quotes for Traffic Management services, propose using Kays Traffic Management again at approximate cost of £541.00 plus vat. Approved. a. To set a budget for the community event after the ceremony, suggest £500.00. The village Bakehouse to cater the event. Approved. LGA 1972 s138B (1) (d) local authority may facilitate any event connected to a religious event (Remembrance Sunday Church service and parade)
18.		To purchase poppy wreaths from British Legion at a cost of £100.00 Approved. LGA 1972 s137 (3) local authority may contribute to any UK charitable body.
19.		To consider a S137 grant for £500.00 for the Memorial trust to cover costs at the Halloween and Christmas events. approved at £250.00. S137 LGA 1972 local authority may incur expenditure which is in the interests of, and will bring benefit to some or all of its inhabitants.
19.		Notice of information-only items Reminder of the Church service to dedicate the new path at St Cuthbert's 9:30am on 20th September 2026 Persimmon homes are planning a development behind Moss Road, Halsall. The council will monitor the formal planning application before submitting any objections, focusing on traffic and other impacts to the community.
20.		Date and time of next meeting Next meeting will be 14th October at Memorial Hall, Cross Lane, Halsall. Meeting closed at 9.28pm