

Halton Hologate with Halton Fenside Parish Council

Minutes for Parish Council Meeting held at Halton Hologate Methodist Chapel, Station Road, Halton Hologate, PE23 5PB on Thursday 14th July 2022 commencing at 19:30pm.

Present: Cllr Sisson (Chair), Cllr Holmes (Vice-Chair) and Cllrs Edwards, Robson, Oliver, Andrew and Grant

In attendance: LCC Councillor W Bowkett and ELDC Councillor T Taylor

Also present: One member of the public

The Chair informed the Council that he had reluctantly accepted the resignation of the Clerk, N Whiting for personal reasons.

The Chair also welcomed Cllr Taylor (ELDC Ward member) to his first meeting with HHPC.

1 **Apologies for absence** - none

2 **To approve and sign as a correct record the Minutes from the Meeting (AGM) held on 12th May 2022**

Error –Item 15/Para 6 /Line 2 -£10652.80 should read £10625.80

With that correction agreed the Minutes were approved.

3 **Declarations of Interest & Update Disclosure of Pecuniary Interests**

Councillors were reminded by Chair that declarations should still be made on any Agenda items throughout the Meeting.

4 **Clerk's Report & Correspondence Received**

(a) Change details for Clerk & Council Magazine

(b) Electoral Roll - Current Roll 389

© ELDC Levelling Up Fund Bid (Circulated prior to meeting)

(d) ELDC Community Grant Scheme (Circulated prior to meeting)

(e) LALC Newsletters (Various (Circulated prior to meeting)

(f) ICO Notices – registration expires on 22 July 2022 – agreed add to Finance Agenda item.

(g) Consultation by LCC – Minerals and Waste Local Plan (Circulated prior to meeting) – Comments to be submitted to Chair by 28th July 2022.

5 **Matters to Report not on Main Agenda** - none

6 **Public Participation –**

Member of the public handed over a letter for the Chair to read out pertaining to impact in Halton Fenside of recent private party and on-going motor cross activity.

Letter filed with the Minutes.

It was proposed by Cllr Edwards and seconded by Cllr Oliver that Agenda item 15 be moved to item 7 as this was relevant to public participation information.

Vote unanimous for said proposal

15 Impact of Halton Fenside Private Party Cllr Edwards provided a verbal report

A lengthy discussion took place including impact on residents and involvement by Jo Parker (ELDC Enforcement Officer) and Councillor W Bowkett.

Councillors resolved to offer support to residents in the appropriate manner and with the correct authorities if a further representation was made (records of events, dates, times, duration & Impacts).

Councillor Edwards would collate all relevant papers etc. Member of the public advised on relevant public authorities who could be contacted

7 Informative Matters from the LCC & ELDC Councillor's

Cllr. Bowkett gave her County Council report which included details of more electric charge points being installed across the County, Lincolnshire Police purchasing 20 high tech night vision cameras to use in rural areas to combat crime and have launched a Road Policing Unit to promote road safety, collection amnesty for unwanted medical equipment and the newly formed (1 July 2022) Integrated Partnership and Care Board (IPCB) which replaces CCGs. Report filed with Minutes

Resolved that the number for the amnesty for collection of large equipment would be placed in the noticeboards 0345 1212032

Cllr Taylor gave his ELDC report which included Footway Maintenance and lighting now a LCC contract, new household recycling centre opened at Kirkby on Bain, levelling up Funding been allocated to Sessions House in Spilsby and a Trust Board set up (Arts Council involved), Energy Relief monies allocated and those with no direct payment set up were being informed and e form on line also and Ukraine families resettlement across the County

8 Finance –

Chair updated on Audit progress – Advert on Notice Board taken down as time requirement had lapsed. No further action required unless the Council was selected for an in depth audit.

Invoices to be paid:

Ladybug for 2 months - June & July £120.

Defibrillator Contribution £500

Additional item ICO Subscription £40:00 from Agenda item 4e

Resolved by vote to pay all above

Invoices paid. NOTED

HMRC May £37.00

PAYE & Clerk Salary May £148.82

LALC Subscription £158.82

Balance of Accounts

Current Account – £9669.98 (Noted)

Petty Cash-£13.56 (Noted)

Income – none (Noted)

To note Duplication of a Presented Cheque resolved by Clerk N Whiting & Cllr Holmes.

9 Planning Applications

Cllr Andrew and Chairman reported - No new planning applications received since the last meeting.

S/072/00909/22 – Old Rectory, (Determined under Planning Standing Orders)

Councils Response: Support without Comment

Current Status: Full Planning Permission Granted

NOTED

S/165/02238/20 – Outline planning permission for erection of up to 600 dwellings and a medical centre with provision of associated open space, landscaping, estate roads and cycle ways.

Current Status: - Outline Planning Permission Granted with Conditions.

It was also noted that the Approval related only to land use at present and separate application(s) would be submitted in due course to address all conditions attached to the approval before building could commence.

NOTED and AGREED - Application to be a standing agenda item for future meetings.

10 Policies & Procedures

Cllr Robson reported on her activities to update Policies & Procedures:

Councillors considered and approved a Schedule and timings for updating and review of all Council's Policies & Procedures

Councillor's also approved update Data Protection Policy, Code of Conduct and Publication Scheme.

It was noted that HHPC's Standing Orders formerly included Financial Regulations and Planning Standing Orders between Meetings. It was noted that details of Contract Procurement Values and Procedures need to be added to Standing Orders

As do the procedures for determining Planning Responses between meetings. It was resolved that these would be redrafted and represented for approval at the September Meeting.

Chair thanked Cllr. Robson for her time and work on this item.

11 Highways & Footpaths

Cllr Edwards introduced his proposal for HHPC to request a extend the 30mph Speed Limit in Station Road to incorporate all of Halton Fenside north of Fen Bridge.

Maps were provided by Cllr. Edwards indicating his proposal – filed with the Minutes.

Resolved that the first step would be a request to be made to the LCC Travel Report Operation Department, initially the request being sent to Cllr Bowkett

Cllr Edwards to give a verbal update on Footpaths in the village.

Photographs and a map of areas where action needed to be taken were supplied by Cllr Edwards (filed with the Minutes)

Resolved - Email to be sent to Jonathan Stockdale (Countryside Department) requesting his teams address the issues.

Cllr Edwards to report that there were no signs at the southern boundary of the village (near Black Horse Bridge) or marking the boundary between Halton Fenside and Halton Hologate.

Councillors noted his report and resolved to send an email to LCC Director of Highways seeking advice and the way forward on this matter.

Chair thanked Cllr. Edwards for all his hard work and diligence on these matters.

Cllr Holmes report on her investigations around securing signage giving directions to the Methodist Chapel.

She reported that Brown Sign criteria are not met for this signage. Council to consider this matter further in partnership with the Methodist Chapel Management.

Report from Councillors on Defects noted on FixMyStreet.com – Very positive outcomes reported by Councillors who had occasion to use the facility since the Meeting in May 2022.

12 Halton Hologate C of E School – Defibrillator update

Cllr. Robson gave an update

The defibrillator is installed and has been connected to the Circuit and any relevant 999 calls – persons will be directed to this location.

Councillors suggested that a sign be put on school gate to indicate defibrillator availability and location and information be added to school website. Cllr Robson to liaise with the school.

Resolved that this information should be on Parish Council website and in Noticeboards.

13 Technology – Report on Clerk’s Laptop.

Cllr Sisson reported that the laptop was working but not very efficiently and proposed that consideration needed to be given to get cost estimates for replacement for inclusion in 2022/2023 budget.

It was the replacement laptop was an urgent requirement and it was proposed that this be an Agenda item for September meeting. Suggestions of where estimates could be sought were noted.

Cllr. Sisson would follow this up and get estimates for that meeting

14 Clerk’s Pension Scheme – Chair to report

Cllr. Sisson presented a report on Pension options and implications- (filed with the Minutes). After discussion it was proposed by Cllr. Edwards and seconded by Cllr Oliver that “a Pension Scheme is made available if an employee requests it “

This was Unanimously agreed.

Resolved that a working party be set up to discuss pension providers.

15 Impact of Halton Fenside Private Party and Village Jubilee Event

Halton Fenside Event had been dealt with under Item 7 & Resolved to be moved to Item 7

Jubilee Party Round Up & Feedback

Cllr Robson provided a verbal report on the Jubilee Party Celebrations.

Cllr Robson thanked the Parish Council for their support for this very successful community event.

Cllr Sisson, from the Chair, formally thanked the Jubilee Committee for their efforts on behalf of the whole community.

16 Parking on Station Road at School Drop-Off & Pick Up Times _ Cllr. Holmes & Cllr. Robson

Updates on Station Road Parking were received and noted.

Thanks were expressed to Cllr Bowkett for her support and the extended white lines on Station Road were completed in record time.

Councillors discussed the previously agreed new 20-mph limit near the school. As the initial request had to come from the school Cllr Robson confirmed she would approach the Headteacher again and the Chair would

send a letter, asking him to send this request for the installation of the limit to Cllr Bowkett to move on the discussion from the site meeting held in April 2022.

17 Agenda Items for next Meeting (if time permits)

Play Area / Children's Amenities – Cllr Edwards

Standing Orders including Financial Regulations and Planning Standing Orders between Meetings – Cllr..- Robson

Policies –Cllr. Robson

Risk Assessment – Cllr. Edwards and Cllr. Sisson

Emergency Plan – Cllr. Grant

Clerk's laptop – estimates of cost Cllr. Sisson

Working party members to look at Pension Scheme providers

Parking on Station Road – Cllr. Robson

Review of frequency of Parish Council Meetings – Cllr. Edwards

Speed on B1195 around Station Road Corner– Cllr. Oliver

ICO representative – Cllr. Holmes

18 Date of Next Meeting

Thursday September 8th at 7:30pm in the Methodist Chapel, Station Road, Halton Holegate

The Public left the Council Chamber.

20. Confidential Item Personnel (Pink Papers)

The Council agreed procedures for appointing a new clerk.

Minutes taken by Cllr Holmes