

HALSALL PARISH COUNCIL

Members of the Parish Council are summoned to attend the Annual General Meeting of Halsall Parish Council on Wednesday 15th May at 7:30 pm at Memorial Hall, Halsall.

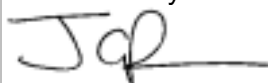
1.		Introductions and Apologies for Absence
2.		Declarations of Interest
3.		Appointments and Acceptance of Office
	3.1	Appointment of Chair
	3.2	Appointment of Vice Chair
4.		Open Forum
	4.1	West Lancs Borough Councillors
	4.2	Open Public Forum
5.		Further Appointments and Acceptance of Office
	5.1	Councillors Acceptance of Office and Register of Interests
	5.2	Co-option of Parish Councillor due to one Election Vacancy Should the Council publicly advertise the vacancy or select from 2 applications already received?
	5.3	Appointments of Representatives to Outside Bodies
	a)	Ormskirk Foundation Trust
	b)	Lancashire Association of Local Councils & NALC
	c)	Shirdley Hill Community Association
	d)	St Cuthbert's Church Committee
	5.4	Appointments to Committees and Working Groups
	a)	Finance WG
	b)	HR WG
	c)	Transport & Road Safety WG
	d)	Flooding WG
	e)	Healthy Halsall WG
	f)	Planning & Development WG
	g)	Environment and Biodiversity WG
6.		Other Items Required at an Annual General Meeting (Standing Orders items 5 M i to xxi)
	6.0	To confirm and sign the Minutes of the meeting held on 10th April
	6.1	Review of Standing Orders & Financial Regulations
	6.2	Review of Asset Register
	6.3	Review of Insurance Cover Council & Trust have joint £10M of Employer's Liability and Public Liability insurance until 30/9/2024 so the policy will be reviewed/renewed this year.

6.4	Review of Subscriptions (LALC & NALC) The Council paid £412.32 in subscriptions to LALC & NALC in 2023/24
6.5	Review of Council Policies Complaints Policy & GDPR are specifically mentioned in S.O. and we do not currently have these.
6.6	Review of S137 Expenditure The Council awarded a total of £2775 in S137 Grants and £1168 in S19 Grants (Total £3,943) in 2023/24. The budget for these grants for 2024/25 is £4000
6.7	Time and Place of Ordinary Meetings of the Council for 2024/25
7.	Discuss and agree on any matters arising from Parish Clerk's Report
7.1	To approve emergency repair of Village Green car park bollard at a cost of £65.68
7.2	Repairs to Rear External Door and Internal door between Main Hall and Toilet Annex.
8.	To receive reports from Representatives to outside Bodies and discuss and agree on any actions arising;
8.1	Lancashire Association of Local Councils (LALC) Cllrs R Brookfield, J Ridley, E Wright
8.2	Ormskirk Foundation Trust Cllr A Timon
8.3	Shirdley Hill Community Association Cllr McCarthy-Thomason Update on La Mancha public meeting.
8.4	St Cuthbert's Church Cllr Ridley
9.	To receive reports from Working Groups and agree upon any actions arising;
9.1	Finance Cllrs. E Wright, A Timon, M Schofield and K Wright
9.2	Human Resources Cllrs. A Timon, K Wright, M Lyons, M Schofield
9.3	Traffic and Road Safety Cllrs. N McCarthy-Thomason, R Brookfield, B Roberts, M Schofield
	In view of the comments on Village Facebook regarding potential demolition of Plex Lane Bus shelter, should we arrange for new quotations, and/or voluntary efforts towards repairs? Also received feedback that the lease was extended to 2030?
9.4	Flooding Cllrs. E Wright and A Timon
9.5	Healthy Halsall Cllrs. M Schofield, J Ridley, M Lyons, B Roberts
9.6	Planning & Development Cllrs M Schofield and B Roberts
9.7	Environment & Biodiversity Working Group

		Cllrs M Lyons and J Ferguson
10.		Planning Applications
	10.1	Applications
		2024/0341/F UL North Moor Cottage; New tiled conservatory roof
		2024/0039/T PO 69 Renacres Lane; remove diseased tree
		2024/0627/F UL 18 Summerwood Gardens; rear extension & front porch
		2024/0187/F UL 80 New Street; double storey rear extension
		2024/0187/F UL Grainstore House; Plex Lane; detached garage
		To note the correspondence received from Mr Beilenshon regarding a potential planning application at Halsall Landscapes.
	10.2	To Note Recent Planning Decisions
		2023/0888/P NP Land at New Cut Lane Prior approval for agricultural building refused. Full Planning permission required.
		Recent planning email since agenda published
		2024/0231/F UL Holly Farm , Plex Lane, changes to internal layout and windows.
11		Finance
	11.1	To approve the Schedule of Payments for May
	11.2	To review the Spend to Date and Budget Allocations Will receive additional income from MH Cleaning but total cost of Cleaning will increase - should balance out.
	11.3	To approve the Bank Reconciliation Note Internal Auditor is suggesting a new reporting format (original style)
	11.4	Independent Review of Bank Balances
	11.5	To note monthly charge to Memorial Hall Trust for use of HPC Cleaner £214 per month recovery of our shared cleaning costs
12.		2023-24 Internal and External Audits
	12.1	To accept the report of the Internal Auditor
	12.2	To consider an Action Plan for Auditor's Recommendations
	12.3	To appoint J. O'Donoghue as Auditor for 2024/5
	12.4	To approve payment of Internal Audit at a cost of £250
	12.5	To approve the publication of Notice of Public Rights on 3rd June 2024
13.		To approve new 2024 version of Financial Regulations from NALC
14.		To consider an upgrade to St Aidan's CCTV
	a)	Company A: £1965.00
	b)	Company I : £2631.00

	c)	Company F: £2071.72
	d)	Company V: £2763.00 / £3021.15 (Positive Filming Warning)
15.		To consider repainting car parking lines at St Aidan's & Memorial Hall
	a)	Company LM: £1400
	b)	Company C: £2500
	c)	Company T: £2870
	d)	Company F: £3000
	e)	Company L: £4600
16.		To approve S19 Grant Requests from Memorial Hall Trust
	a)	£389 to update internal locks to new Fire Safety standards
	b)	£590 to update emergency lighting to new Fire Safety standards
17.		To consider an Invitation to Scarisbrick Annual Civic service on 2nd June at St Marks 11.00am
18.		To consider contribution to the Clerk's CiLCA examination fee (£450)
19.		To consider a S137 Grant request for £180 from Shirdley Hill Community Association for training in Food Safety
20.		To consider impact on Halsall News of changes to C. of E. Finance
21.		Notice of Information-Only Items
22.		Date and time of next meeting
		June Meeting will be 12 th June at St Aidan's Hall

Authorised by



Chris Pyne, 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.