



**MINUTES OF THE MEETING OF HALEBANK PARISH COUNCIL HELD
MONDAY 3 APRIL 2023**

HALEBANK YOUTH CLUB- BAGULEY AVENUE

PRESENT: Cllrs Anderton (JA) Caslin (JC), Maxwell (JM) Knowles (BK)
Shakeshaft (JS) Christine Southern (Clerk)

Also in attendance were Ward Cllr Mike Wharton and six members of the public.

1. Welcome and Introduction

JA welcomed everyone to the meeting. The meeting opened at 8:00pm.

2. Apologies for absence

Apologies were received from Parish Cllrs, Colquitt & Stokes, Ward Cllr Eddie Dourley and PCSO Steve Marnick.

3. Co-option of Councillor

A vote took place in respect of the co-option of Jayne Shakeshaft to the position of member of Halebank Parish Council.

Resolved that: Jayne Shakeshaft be unanimously appointed as a member of Halebank Parish Council followed by signing of the declaration of acceptance of office.

4. To receive declaration of Interest in items on the agenda

Members were reminded of their responsibility to declare any personal or prejudicial interest that they may have had in any item of business on the agenda no later than when the item was reached.

None received.

5. Minutes of Previous Meeting

Resolved that: The minutes of the Full Council Meeting held on Monday 6 March 2023 be approved as a true record and signed by the Chairperson.

6. Ratification of Policies

6.1 To agree to ratify Standing Orders

Resolved that: Ratification of Standing Order 23/24 be agreed.

6.2 To agree to ratify Financial Regulations

Resolved that: Ratification of Financial Regulations 23/24 be agreed.

6.3 To agree Financial Risk Assessment

Resolved that: Financial Risk Assessment be agreed.

7. Clerks Report

The Clerk gave an update on items discussed at previous meeting on 6 March 2023

7.1 Defibrillators

Local resident Paula Hoyle had approached local business Vertillus to ask for a donation towards the cost of an additional defibrillator for the local community.

This week Paula contacted the Clerk and advised that Vertillus has agreed to cover the total cost of the Defib and purchase one for the Parish to Council to install on a site of their choosing.

Resolved that: Site of new defib to be added to the agenda of the next meeting.

Action: Clerk to contact Vertillus and pass the thanks of the PC and to arrange handover of the donated defib.

7.2 Kings Festival Update

JC gave an update on the plans for the Kings Festival on 6 May 2023.

7.3 Dog Fouling

No update was given on dog fouling.

Action: Clerk to chase up HBC regarding signage

7.4 Stapleton Way – Bollards

No update was given on installation Bollards/Planters on verge off Stapleton Way/Clapgate Crescent.

Action: Clerk to chase up HBC regarding installation of Bollards/Planters off Stapleton Way/Clap Gate Crescent.

8. Finance

8.1 To approve accounts submitted for payment.

Resolved that: The schedule of payments submitted for approval be accepted.

<i>Payee</i>	<i>Cost</i>	<i>Description</i>	<i>Cheque No.</i>
<i>PATA Payroll</i>	<i>25.80</i>	<i>Payroll Services March 2023</i>	<i>760</i>
<i>HMRC</i>	<i>401.21</i>	<i>Employers Contribution (March 2023)</i>	<i>761</i>
<i>Instant Ink Payee – C Southern</i>	<i>95.49</i>	<i>Ink Cartridges (April 22 – March 23)</i>	<i>762</i>
<i>Scribe Accounts</i>	<i>414.72</i>	<i>Scribe Accounts Subscription 23/24</i>	<i>763</i>

<i>McAfee Security Payee- C Southern</i>	<i>109.00</i>	<i>PC Security</i>	<i>764</i>
<i>C Southern</i>	<i>1084.32</i>	<i>Salary</i>	<i>765</i>
<i>HMRC</i>	<i>186.77</i>	<i>Clerks HMRC</i>	<i>767</i>

8.2 To agree the appointment of Jane Williams of St Helens and Halton VCA as Internal Auditor.

Resolved that: To appoint Jane Williams of St Helens and Halton VCA as Internal Auditor for 2022/2023

8.3 To agree purchase of Battery for Defibrillator at a cost of £276.00 + VAT.

Resolved that: Clerk to purchase Battery for Defib on Church of Life, Hale Road.

9. Ward Councillor Report

Ward Councillor Mike Wharton was in attendance. No Report was given. Cllr Wharton made a note of item 7.4 – Clerks Report regarding bollard at Stapleton Way and also query regarding screening of Cameron Site which had not yet been completed.

10. Public Forum

No requests were received.

11. Planning Applications -To consider any new planning applications received

11.1 Application No. 23/00077/S73

Update to previous application for construction of housing on Foundry Lane.

Resolved that: No action necessary.

12. Planning Updates -To receive updates on planning applications currently being addressed.

12.1 Relocation of Newts from Alstom/Marshalls site.

JA advised the meeting of recent issues in respect of the Marshall development off Lovel Way. Several newts in distress were seen struggling to relocate and unfortunately in most cases failing.

JA contacted MEAS (Merseyside Environmental Advisory Service to arrange a site visit which took place on Thursday 23 March. No report has of yet been received.

Action: JA to contact MEAS regarding a report.

12.2 Sale and Development of Linner Farm Cottage

Local residents had voiced their concerns regarding the sale of Linner Farm Cottage on Halebank Road as it is a listed building.

Resolved that: PC to monitor any sale or plan for the Linner Farm Cottage and surrounding buildings. This was also brought to the attention of Cllr Wharton who acknowledge his agreement.

13. Correspondence

The chair acknowledged the receipt of the following correspondence.

Resignation of Cllr Maxwell

Resignation of Cllr Hastie

Resignation of Clerk – Christine Southern

14. Community Improvement

14.1 Planters for Stapleton Way - Covered in item 7.4.

15. Report from PCSO

A report was received from PCSO Steve Marnick and distributed to the meeting.

Action: Report to be added to Parish Council Website.

16. Chairperson Comments

The Chair thanked everyone for attending the meeting.

The meeting closed at 8:30pm.

17. To agree date and time for next meeting and items for the next Agenda

Finance Meeting Monday 24 April 2023 in Halebank Youth Club at 8:00pm

Annual General Meeting Monday 15 May 2023 in Halebank Youth Club at 8:00pm.

Signed.....

Date 22 5 23.....