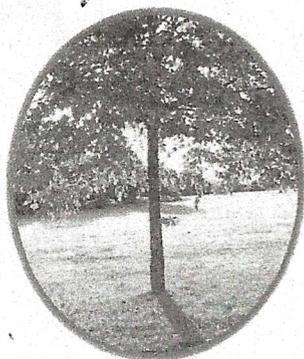


**MINUTES OF THE MEETING OF HALEBANK PARISH COUNCIL HELD
MONDAY 22 MAY 2023**

HALEBANK YOUTH CLUB- BAGULEY AVENUE

PRESENT: Cllrs Colquitt, Anderton (JA) Caslin (JC), Knowles (BK)
Shakeshaft (JS) Stokes (BS) Bibby (SB) Christine Southern (Clerk)

Also in attendance and eight members of the public.



1. Welcome and Introduction

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

2. Election of Chairperson of the Halebank Parish Council 2023/2024

A vote took place in respect of the election of Cllr Colquitt as Chair of the Parish Council. This was unanimously agreed by the members of the Parish Council.

Resolved that: Cllr Terry Colquitt be appointed Chair of Halebank Parish Council for 2023/2024 and Declaration of Acceptance of office signed by Cllr Colquitt.

3. Appointment of Vice Chair of Halebank Parish Council 2023/2024

A vote took place in respect of the election of Vice Chair of Halebank Parish Council.

Resolved that: Cllr John Anderton be appointed as Vice Chair of Halebank Parish Council for 2023/2024.

4. Co-option of Councillor

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

Resolved that: Stephen Bibby be unanimously appointed as a member of Halebank Parish Council followed by signing of the Declaration of Acceptance of Office.

5. Appointment of Committees

Clerk read through the current committees and members (previously circulated) It was agreed that each committee should have at least 3 members.

The following committee members were agreed:

Planning Committee

Cllrs John Anderton, Bob Stokes, Billy Knowles & Ste Bibby

Finance Committee

Cllrs Jayne Caslin, John Anderton & Jayne Shakeshaft

Personnel Committee

Cllrs Jayne Caslin, Jayne Shakeshaft, John Anderton, Bob Stokes

Community Events Committee

ALL members of the Parish Council with, as and when required members of the public.

Community Improvement/Clean Up Committee Cllrs Jayne Caslin, Billy Knowles, Bob Stokes and Jayne Shakeshaft

Action: Committee Membership to be added to the Parish Council website.

6. **Apologies for absence**

Apologies were received from Ward Cllr Mike Wharton and PCSO Steve Marnick.

7. **Completion of Declaration of Office Forms and Signing of Pecuniary Interest Forms**

Councillors were reminded of their duty to complete a Pecuniary Interest form.

Action: Those forms not submitted at the meeting to be chased by Clerk.

Declaration of Office forms completed during item 2 and item 4.

8. **To agree Schedule of Meetings for 2023/24**

A schedule of meetings for 2023/24 was distributed to the Parish Council members.

Resolved that: The schedule of meeting be agreed.

Action: Schedule of meetings to be added to the Parish Council website

9. **To agree proposed Councillor and Clerk Training 2023/2024**

Clerk put to the council recommend training for 2023/24

9.1 Code of Conduct

9.2 Role and Responsibilities

9.3 Introduction to becoming a Councillor.

Resolved that: Clerk contact CHALC regarding proposed training.

10. **Declaration of Interests**

Members were reminded of their responsibility to declare any personal or prejudicial interest.

No received.

11. **Minutes of Previous Meeting**

To confirm the minutes of the Full Council meeting held on 3 April 2023

Resolved that: The minutes of the Full Council meeting on 3 April 2023 be approved as a true record and signed by the Chair.

12. **Ratification of Policies**

None

13. **Clerks Report**

Clerk to update meeting on any initiatives of event since the Full Council meeting 3 April 2023

- 13.1 Clerk reported that a defib battery had been ordered at a cost of 331.00 (inc. VAT)
- 13.2 Clerk confirmed that Vertellus had purchased a new defib for the community and arrangements were being made to install it at a chosen site (Tbc)
- 13.3 The fence on the old Cameron site has not yet been installed.

Action: Clerk to pursue HBC regarding the screening of the Cameron Site.

14. Police Report

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

Action: Clerk to add Police Report to Parish Council Website.

15. Ward Councillors Report

To receive a report from Ward Councillors

No report received and no Councillors attended.

16. Public Forum

No requests were received from those attending.

17. To agree and sign the Annual Governance Statement and Return

Parish Council members agreed to defer this item to the next meeting due to additional internal audit verification.

18. Finance

To approve account submitted for payment.

Resolved that: The schedule of payments submitted for approval under standing orders 18 be approved and accepted.

19. Planning Applications

To consider any new planning applications received.

Since the last meeting the Parish Council have received notification of two new planning applications from Halton Brough Council.

Application Number: 22/00423/OUTEIA - Permission for the construction of a primary access road and site enabling works in relation to proposed housing development off Hale Gate Road.

A discussion took place regarding this application, and it was agreed by the members that instruction be given to Landor Planning consultants to produce an objection letter on behalf of the Parish Council.

Resolved that: Formal Instruction be given to Landor Planning Consultants as agreed by members of Halebank Parish Council.

Action: Clerk to contact Landor with instruction.

Application Number 23/00187/WST - (Veolia UK) Completion of industrial building, Pickering Road for processing of aggregate and waste metals.

The planning committee have due to time constraints appointed Jon Egan of Outline Strategy to produce an objection letter in respect of this application.

Action: – Planning objection to be submitted to HBC by 30 May 2023

A discussion took place regarding appointing a company to produce a traffic Survey for the local area.

Action: Clerk/Members to find appropriate company to take on a Traffic Survey of Halebank.

20. **Planning updates**

Covered in item 19.

21. **Correspondence**

No correspondence received.

22. **Vacancies**

Clerk confirmed that there is currently one Parish Council Vacancy

Action: Clerk to advertise vacancy on social media and website.

23. **Community Improvement**

To receive updates on action taken by PC regarding Community Improvements

Covered in item 13

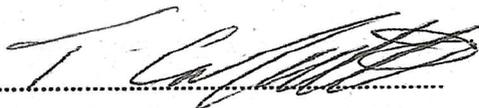
24. **Chairpersons Closing Comments**

TC gave a report on the recent Friends of Halebank 'Kings Festival'. Which was supported by the Parish Council. TC thanked everyone involved.

25. **To confirm the date and time of the next meeting.**

Next meeting will be held in Halebank Youth on Monday 12 June at 8:00pm.

Signed.....



Date

12-6-23