



To: The Chairman and Members of Hightown Parish Council.

You are hereby summoned to attend an Ordinary Meeting of the Council which will be held on Monday 20th September 2021 at 7.00 pm at the Alt Centre for the following purposes:

AGENDA

- 1. Apologies for Absence.**
- 2. Minutes.**
Members are asked to consider and approve the Minutes of the Ordinary Meeting held on 28th June 2021.
- 3. Declarations of interest.** - Members are requested to give notice of any interest relating to any item on the agenda.
- 4. To adjourn the meeting to receive public comments.**
- 5. Newsletter.**
Members are asked to consider the preparation and delivery of a Parish Council newsletter to residents.
- 6. Trees planting project update.**
Members will receive an update in respect of the proposed project to plant trees to commemorate the Queen's Platinum Jubilee.
- 7. Remembrance wreath.**
Members are asked to agree a donation of up to £50 to the Royal British Legion and to select a wreath for remembrance day.
- 8. Alt Centre.**
Members will receive an update from the Alt Centre Working Group and are asked to:
 1. Approve the extension of the lease on the Alt Centre to 1/1/2030;
 2. Approve the legal costs associated with the extension of the lease in the sum of £350;
 3. Approve the transfer of the gas supply contract for the next 3 year period to EDF Energy at a cost of 25p per day for the fixed daily charge and unit rate of 3.2p per kWh;
 4. Approve the cost of a fortnightly rubbish collection on a 12 month contract at a cost of £298.26 per year;

5. Approve the cost of purchasing 2 storage cupboards for the room off the main hall at a cost of £119.70 each;
9. **To receive reports of meetings.**
(For information purposes only - No decisions may be made under this item.)
10. **Correspondence.**
Members are asked to consider any correspondence which may have been received and respond.
11. **Planning Applications.**
Members are asked to consider the planning applications set out in the schedule of planning applications circulated and also available on Sefton Council's website.
12. **Accounts paid and for payment.**
Members are asked to agree the payments set out in the schedule of payments circulated.

J Farrar

Miss J Farrar
Clerk to Hightown Parish Council
14th September 2021

Item 2



**MINUTES OF THE ORDINARY MEETING OF
HIGHTOWN PARISH COUNCIL
HELD ON 28th JUNE 2021 AT THE ALT CENTRE**

- Present:** Cllrs: Munro (in the chair), Dillon, Gibson, Shacklady and Stobie.
- 2021/52.** Apologies for absence.
Cllr Magill.
- 2021/53.** Minutes of the Annual Meeting held on 5th May 2021.
RESOLVED that the Minutes of the Annual Meeting held on 5th May 2021 be approved as a correct record.
- 2021/54.** Declarations of interest - Members are requested to give notice of any interest relating to any item on the agenda.
None.
- 2021/55.** To adjourn the meeting to receive public comments.
None.
- 2021/56.** Annual Governance and Accountability Returns 2020/21.
RESOLVED that:
 1. The Annual Internal Audit Report 2020/21 be received;
 2. Section 1 – Annual Governance Statement 2020/21 be approved;
 3. Section 2 – Accounting Statements 2020/21 be approved.
- 2021/57.** Tree planting project.
The update given by Cllr Gibson and the clerk was noted.
- 2021/58.** Maintenance of roundabout.
RESOLVED that the quote of £1200 pa for cutting the grass on the roundabout on a regular basis and applying selected weedkiller and fertiliser be agreed.
- 2021/59.** Alt Centre
RESOLVED that:
 1. The extension of the lease on the Alt Centre to 1/1/2030 be referred to the Alt Centre Working Group;

2. The legal costs associated with the extension of the lease in the sum of £350 be referred to the Alt Centre Working Group;
3. The transfer of the gas supply contract for the next 3 year period to EDF Energy at a cost of 25p per day for the fixed daily charge and unit rate of 3.2p per kWh be referred to the Alt Centre Working Group;
4. The cost of a fortnightly rubbish collection on a 12 month contract at a cost of £298.26 per year be referred to the Alt Centre Working Group;
5. the purchase of 2 storage cupboards for the room off the main hall at a cost of £119.70 each be referred to the Alt Centre Working Group;
6. The cost of the installation of additional electrical sockets in the sum of £390.00 and replacement push bars on the fire exit in the sum of £220.00 approved under the clerk's delegated authority was noted;
7. The cost of purchasing bookcases and computer desks in the sum of £566.00 approved under the clerk's delegated authority was noted;
8. The cost of replacing the whiteboards in the main hall at a cost of up to £200 inc VAT was agreed;
9. The cost of a box of paper hand towels at a cost of £17.90 plus VAT for a box of 3000 was agreed;
10. The cost of purchasing the following items: dustpan and brush £22.95, mop £6.99, mail catcher £16.98 was agreed;
11. The cost of the removal of rubbish at a cost of £80.00 approved under the clerk's delegated authority was noted.

2021/60.

Training.

RESOLVED that the clerk's attendance on an online Legionella awareness course be approved at a cost of £30 plus VAT.

2021/61.

Notice Board.

RESOLVED that the notice board be repaired and the quote received in the sum of £1,056.00 inc VAT be agreed.

2021/62.

To receive reports of meetings.

None.

2021/63.

Correspondence.

The clerk reported on correspondence with various volunteers about co-ordinating activities.

Cllr Gibson reported on correspondence received from residents about the nuisance caused by the helicopter pleasure flights.

2021/64.

Planning applications.

RESOLVED that the applications be noted.

2021/65.

Accounts paid and for payment.

RESOLVED that the amounts listed on the schedule circulated be approved.

Item 11

20th September 2021

Planning Applications

- [Erection of dormer extensions to the side and rear of the dwellinghouse, installation of roof lights and removal of existing chimney stacks.](#) 

17 Sandy Lane Hightown Liverpool L38 3RP

Ref. No: DC/2021/02142 | Validated: Fri 27 Aug 2021 | Status: Registered

- [Certificate of Lawfulness for the proposed erection of two single storey outbuildings](#) 

40 Blundell Road Hightown Liverpool L38 9EQ

Ref. No: DC/2021/02134 | Validated: Thu 02 Sep 2021 | Status: Registered

- [Erection of a single storey extension at the side and a porch to the front of the dwellinghouse together with alterations to the boundary wall at the front \(retrospective\)](#) 

21 Thornbeck Avenue Hightown Liverpool L38 9EX

Ref. No: DC/2021/01921 | Validated: Mon 06 Sep 2021 | Status: Registered

- [Erection of a detached dwellinghouse with associated access and landscaping \(Resubmission of DC/2020/01790 refused 24/6/2021\).](#) 

Land Adjacent To 16 Moorhouses Hightown Liverpool L38 9ER

Ref. No: DC/2021/01848 | Validated: Thu 12 Aug 2021 | Status: Registered

- [Erection of a single storey extension to the rear and alterations to the front porch following demolition of the rear conservatory](#)

33 Blundell Road Hightown Liverpool L38 9EE

Ref. No: DC/2021/01810 | Validated: Tue 13 Jul 2021 | Status: Decided

- [Erection of a single storey extension at the rear of the dwellinghouse.](#) 

7 Thornbeck Avenue Hightown Liverpool L38 0BD

Ref. No: DC/2021/01805 | Validated: Tue 27 Jul 2021 | Status: Awaiting decision

- [Erection of a two storey extension to the rear, a first floor extension to the rear/side and a single storey extension at the front of the dwellinghouse.](#) 

17 Thornbeck Avenue Hightown Liverpool L38 0BD

Ref. No: DC/2021/01785 | Validated: Fri 09 Jul 2021 | Status: Registered

- Erection of single storey side and rear extensions and a dormer extension to the side of the dwellinghouse

32 Blundell Road Hightown Liverpool L38 9EG

Ref. No: DC/2021/01639 | Validated: Fri 25 Jun 2021 | Status: Decided