



To: The Chairman and Members of Hightown Parish Council.

You are hereby summoned to attend an Extra Ordinary Meeting of the Council which will be held on Thursday 3rd October 2024 at 6.00 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 16th September 2024.
- 3. Declarations of interest.** - Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Hightown Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 4. To adjourn the meeting to receive public comments.**
- 5. Christmas 2024.**
Members are asked to:
 1. Set a date for the Christmas event;
 2. Agree the format for the event;
 3. Approve a donation of £120 to the Salvation Army;
 4. Consider Sefton's request for a donation towards the cost of a xmas tree for the village green and/or the purchase of a smaller living tree as an alternative to a cut tree;
 5. Consider dispensing with the requirement to obtain 3 quotes for the provision of Christmas lights on the basis that Illumidex is the only local company identified that is able to supply, store and install the lights, positive references have also been received from Formby Parish Council and their tendering process has been relied upon to confirm that Illumidex provides good value;
 6. Approve the purchase of sustainable spiral Christmas lights for selected lamp posts to be provided by Illumidex in 2024 at the estimated cost of £400 plus VAT per lamp post and to select which lamp posts they should be fitted to; and
 7. Approve the estimated costs for storage, maintenance, testing and removal of the lights in 2025 in the region of £120 plus VAT (not including repairs) and similar fees in future years until further resolution.

6. Fire extinguisher service.

Members are asked to approve the payment of the invoice from Sefton in the sum of £84.78 in respect of the annual service of the fire extinguishers.

J Farrar

Miss J Farrar
Clerk to Hightown Parish Council
25th September 2024



**MINUTES OF THE ORDINARY MEETING OF
HIGHTOWN PARISH COUNCIL
HELD ON 16th SEPTEMBER 2024 AT THE ALT CENTRE**

Present: Cllrs: Shacklady (in the chair), Langley, Munro and Stobie.

2024/61. **Apologies for absence.**
Cllrs Barlow, Magill and Williams.

2024/62. **Minutes of the Ordinary Meeting held on 15th July 2024.**
RESOLVED that the Minutes of the Ordinary Meeting held on 15th July 2024 be approved as a correct record.

2024/63. **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
None.

2024/64. **To adjourn the meeting to receive public comments.**
A resident attended to provide an update regarding amenity land at Thirlmere Drive and to advise that the seesaw in the park is damaged.
Cllr McNabb attended to advise that he was pushing for improvements to the signage relating to the coastal path to include information on Hightown and also discussed options for the Christmas tree.

2024/65. **Friends of Hightown update.**
RESOLVED that:

1. The agreement with Sefton in respect to work on the highways be approved having clarified the position regarding the insurance cover and the group to proceed as part of the Parish Council rather than a separate group;
2. Cllr Langley be appointed to take the group forward and, together with the clerk, meet with a representative from Sefton to agree the areas where they would work; and
3. All volunteers working for the group be asked to enter into the volunteer agreement already in use for people working within the Alt Centre.

- 2024/66. Christmas lights switch on.**
RESOLVED that this item would be deferred to an extra meeting on the 3rd October to discuss Christmas arrangements in more detail and obtain further information in the meantime.
- 2024/67. Remembrance wreath.**
RESOLVED that a donation in the sum of £50 be made to the Royal British Legion for a wreath to lay on Remembrance Day.
- Ken Ward attended from the RBL to advise that from next year the police would no longer assist with the closure of roads for the Remembrance Service.
- 2024/68. Reports of meetings.**
Cllr Munro advised that the new Commandant at Altcar camp, Carl Gardner had been invited to attend the next meeting of the Parish Council and also that she has been appointed as the new locality representative under the Health Watch scheme for the Hightown area.
- 2024/69. Correspondence.**
The clerk reported on correspondence from a resident relating to the Old Acre tree and advised that residents should contact Sefton.
Hightown Beach Clean group provided information about desirable projects on the coastal path and were advised to complete a grant application form in respect of costs needed for these projects.
- 2024/70. Planning applications.**
RESOLVED that the applications be noted.
- 2024/71. Accounts paid and for payment.**
RESOLVED that the amounts listed on the schedule circulated be approved.
