



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 18th July 2022 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 23rd May 2022.
- 3. Declarations of interest.** - Members are invited to declare disclosable pecuniary interests and other interests in items of 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. Casual Vacancy.**
Members are asked to note the casual vacancy that has arisen by the operation of s85 of the Local Government Act 1972 in respect of Councillor Mike Kennan.
- 6. Coastal maintenance.**
Members will receive an update on planned maintenance along the coastline from Michelle Barnes from Sefton.
- 7. Maintenance of memorial roundabout.**
Members are asked to approve the quote of £1200 received for the annual cost of maintaining the roundabout.
- 8. Summer beach walks.**
Members are asked to:
 1. Note that dates have been agreed with Sefton Rangers for the provision of beach walks on Monday 8th & Monday 15th August 2022. Each walk will last for about 3 hours and there is a limit of 30 places for each walk;
 2. Approve the cost of £60 for the two walks payable to Sefton; and
 3. Approve a budget for the provision of refreshments to walkers on their return.
- 9. Alt Centre.**
Members are asked to:
 1. Review any discounted rates requested for the use of the Alt Centre hall by Award Solutions;

2. Resolve that any future requests for discounts from any party must be submitted by way of a grant application and will be dealt with under the Parish Council's existing grant awarding procedure;
 3. Appoint a fire marshall in respect of the Alt Centre and approve the costs of training the person nominated;
 4. Review the arrangements for the upcoming volunteer open day on Saturday 6th August 2022.
- 10. Festival funds.**
Members are asked to review and agree the balance of funds held in respect of the Hightown Festival and to resolve that the balance of funds be donated to the DEC Ukraine Humanitarian Appeal.
- 11. To receive reports of meetings.**
(For information purposes only - No decisions may be made under this item.)
- 12. Correspondence.**
Members are asked to consider any correspondence which may have been received and respond.
- 13. 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.
- 14. 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
12th July 2022



MINUTES OF THE ANNUAL MEETING OF

HIGHTOWN PARISH COUNCIL

HELD ON 23rd MAY 2022 AT THE ALT CENTRE

- Present:** Cllrs: Munro (in the chair), Faulkner, Magill, Shacklady and Stobie.
- 2022/30. Election of Chairman.**
RESOLVED that Councillor Munro be elected as Chairman of Hightown Parish Council.
- 2022/31. Election of Deputy Chairman.**
RESOLVED that Councillor Shacklady be elected as Deputy Chairman of Hightown Parish Council.
- 2022/32. Apologies for absence.**
Cllr Dillon.
- 2022/33. Minutes of the Ordinary Meeting held on 21st March 2022.**
RESOLVED that the Minutes of the Ordinary Meeting held on 21st March 2022 be approved as a correct record.
- 2022/34. Declarations of interest -** Members are requested to give notice of any interest relating to any item on the agenda.
None.
- 2022/35. To adjourn the meeting to receive public comments.**
A resident attended to discuss the possibility of putting a defibrillator at the entrance to the beach path way.
- 2022/36. Defibrillator.**
RESOLVED that the clerk would work with the resident attending to make enquiries as to the suitability of equipment for the location and whether it would be feasible to place a defibrillator in that location.
- 2022/37. Internal Auditor.**
RESOLVED that the appointment of Batten Hughes as internal auditor to complete the Annual Internal Audit Report for the financial years 2022/23 be approved at a cost of £144 (inc VAT).
- 2022/38. Insurance.**

RESOLVED that the insurance premium quoted by Zurich be approved in the discounted sum of £660.09 in return for a commitment to remain with them for a period of 5 years.

2022/39.

Working Groups.

RESOLVED that:

1. Cllrs Munro, Shacklady and Stobie be appointed to the Alt Centre working group; and
2. Cllrs Faulkner, Magill and Munro be appointed to the Open Spaces working group.

2022/40.

Approval of budget amendments.

RESOLVED that the amendments to the budget for the current financial year 2022/23 which reflect the fact that grant payments and repair costs were expected to take place in the year 2021/22 are now expected in the year 2022/23 be approved.

2022/41.

Annual Governance and Accountability Returns 2021/22.

RESOLVED that:

1. The Annual Internal Audit Report 2021/22 be received;
2. Section 1 – Annual Governance Statement 2021/22 be approved;
3. Section 2 – Accounting Statements 2021/22 be approved.

2022/42.

Rates for use of Alt Centre.

RESOLVED that:

1. Rates for use of the hall at the Alt Centre be set as follows:
1 hour £15.00
2 hours £25.00
3 hours £30.00
Full day £45.00;
2. Community groups wishing to apply for a discount may submit an application for the same;
3. In respect of the use of the hall by Award Solutions the charges would begin to apply from the 1st September 2022;
4. A review of the rental paid for use of the Alt Centre by Award Solutions would take place in January 2023.

2022/43.

Local amenities update.

Cllr Stobie advised that a new GP provider was now in post on a temporary basis with hopes that this will become a permanent arrangement.

The consultation in respect of the Post Office is now closed. The property is up for sale but the advertisement for a post office provider appears to have been removed from the Post Office website. The village shop is also up for sale. This is problematic now as there is no longer any provision to withdraw cash anywhere within the village and the nearest access to cash is Ince Blundell garage.

Cllr Munro advised that Rev Jan had now retired and Father David was leaving at the end of the year. It is not certain what arrangements will be made for their replacements.

2022/44.

Reports of meetings.

Cllr Stobie reported on meeting with a residents working group relating to the coalyard which is now being used as a depot by Network Rail.

Cllr Stobie reported on attending the Crosby Coastal Park Forum and it was noted that there is a new consultation ongoing about the possibility of a coastal PSPO.

Cllr Munro reported on attendance at the Altcar Committee meeting where thanks were passed to everyone for the recent Gurkha day.

2022/45.

Correspondence.

The clerk reported on correspondence from the Altcar Camp about their tree planting project for the Queen's Platinum Jubilee and also in relation to correspondence with Sefton about the repairs to the railway footbridge that have not been carried out within the dates previously provided.

2022/46.

Planning applications.

RESOLVED that the applications be noted.

2022/47.

Accounts paid and for payment.

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

Funds ring fenced for Hightown Festival = £1,200

Jubilee party costs

Printers	93.00
	336.00
	96.00
Merseycats charity	250.00
Misc.	149.84
Total	924.84

Balance of festival funds remaining = £275.16 Paid to DEC Ukraine Appeal

18th July 2022

Planning Applications

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

3 Briary Croft Hightown Liverpool L38 9ES

Ref. No: DC/2022/01322 | Validated: Thu 30 Jun 2022 | Status: Registered

- [Certificate of lawfulness for the proposed erection of a single storey rear extension of dwellinghouse following demolition of existing conservatory.](#) 

4 St Stephens Road Hightown Liverpool L38 0BL

Ref. No: DC/2022/01130 | Validated: Thu 16 Jun 2022 | Status: Registered

- [Erection of a two storey bay window extension to front, alterations to windows and door to side elevations including timber canopy over door to the side of the dwellinghouse](#) 

4 St Stephens Road Hightown Liverpool L38 0BL

Ref. No: DC/2022/01136 | Validated: Mon 27 Jun 2022 | Status: Registered

- [Variation of condition 2 pursuant to planning permission DC/2021/02553 approved 13/02/2022 to allow for amendments to drawings](#) 

24 Blundell Road Hightown Liverpool L38 9EG

Ref. No: DC/2022/01107 | Validated: Wed 01 Jun 2022 | Status: Registered

- [Erection of an extension to the existing hydrotherapy pool](#) 

Pawfect Retreat Moor Farm Moss Lane Hightown L38 3RA

Ref. No: DC/2022/00879 | Validated: Thu 19 May 2022 | Status: Registered