



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 19th January 2026 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 Annual Meeting held on 17th November 2025.
- 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. Sefton Healthwatch report.**
Members will receive an update from Sefton Healthwatch regarding the service provided by the GP.
- 6. Alt Centre.**
Members are asked to approve the following budgets in respect of safety inspections and maintenance at the Alt Centre:
 1. Fire risk, Legionella risk, PAT and EICR up to £600 plus VAT; and
 2. Boiler service and certification up to £300 plus VAT.
- 7. Christmas 2026.**
Members to discuss outcomes from the 2025 event and begin planning for 2026.
- 8. To receive reports of meetings.**
(For information purposes only - No decisions may be made under this item.)
- 9. Correspondence.**
Members are asked to consider any correspondence which may have been received and respond.
- 10. 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.

11. Budget and Precept 2026/2027.

Members are asked to set a budget and precept for the next financial year.

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

13th January 2026



**MINUTES OF THE ORDINARY MEETING OF
HIGHTOWN PARISH COUNCIL**

HELD ON 17th NOVEMBER 2025 AT THE ALT CENTRE

- Present:** Cllrs: Shacklady (in the chair), Langley, Munro, Stobie and Williams.
- 2026/01.** **Apologies for absence.**
Cllr Barlow and Magill.
- 2026/02.** **Minutes of the Ordinary Meeting held on 15th September 2025.**
RESOLVED that the Minutes of the Ordinary Meeting held on 15th September 2025 be approved as a correct record subject to amendments.
- 2026/03.** **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
None.
- 2026/04.** **To adjourn the meeting to receive public comments.**
None.
- 2026/05.** **Merseyside police.**
This item was deferred to the next meeting.
- 2026/06.** **Sefton Healthwatch report.**
This item was deferred to the next meeting.
- 2026/07.** **Reports of meetings.**
Cllr Munro attended the Halloween event provided by Sefton and supported by the Parish Council which was well attended by around 20 children.
- 2026/08.** **Correspondence.**
The clerk confirmed that the maintenance report for Thistledown Drive had been chased.
Cllrs noted the removal of a tree outside 21 Thornbeck and will request information from Sefton MBC.
Street lamps outside the boat yard were reported to not be working.
Utility contract renewal offers had been received and would be renewed on the cheapest terms.
- 2026/09.** **Planning applications.**
RESOLVED that the applications be noted.

2026/10. Changes to annual audit requirements.

RESOLVED that:

1. A budget be approved of up to £500pa be approved for the provision of a website for the Parish Council and also email addresses for all councillors and the clerk by the preferred supplier; and
2. The fee of £149 be approved for the transfer of the existing website across to the new provider.

2026/11. Cash flow to end of September 2025.

The financial position at the end of September was noted.

2026/12. Budget and precept 2026/2027.

This item was deferred to the next meeting.

2026/13. Meeting dates 2026.

RESOLVED that the meeting dates for 2026 be approved as listed.

2026/14. Accounts paid and for payment.

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

DRAFT

19th January 2026

Planning Applications

[Tree Preservation Order Consent for the pruning of 3.No trees \(T6,T13,T14\) see Health](#)

[Assessment \(Lies within TPO198\)](#)

2 Alt Road Hightown L38 0BF

Ref. No: DC/2025/02038 | Validated: Wed 17 Dec 2025 | Status: Registered

[Certificate of lawfulness for the proposed erection of a single storey extension to the rear with a pitched lean-to roof.](#)

67 Blundell Road Hightown L38 9EF

Ref. No: DC/2025/01957 | Validated: Wed 03 Dec 2025 | Status: Registered

[The installation of 1no. outdoor padel court, erection of wire mesh/glass panels with floodlights on an existing tennis court](#)

Hightown Tennis Club Thirlmere Road Hightown L38 3RQ

Ref. No: DC/2025/01794 | Validated: Tue 04 Nov 2025 | Status: Registered

HIGHTOWN PARISH COUNCIL DRAFT BUDGET 2026-2027

11/11

ANNUAL INCOME		Budget	Actual	Estimate	PROPOSED
		2025/2026	30/09/2025	2025/2026	2026/2027
Precept		27500.00	27500.00	27500.00	28325.00
Alt Centre Rental		1000.00	690.00	930.00	1000.00
Cash donations		1000.00	797.23	1500.00	1500.00
VAT Recovery		1200.00	0.00	800.00	300.00
Bank Interest		0.00	0.00	0.00	0.00
Grant/Other		0.00	0.00	0.00	0.00
TOTAL:		30700.00	28987.23	30730.00	31125.00
ANNUAL EXPENDITURE		Budget	Actual	Estimate	Proposed
		2025/2026	30/09/2025	2025/2026	2026/2027
VAT		500.00	126.92	300.00	500.00
General Administration		17000.00	9428.05	18500.00	20000.00
Repairs and maintenance		1000.00	131.98	750.00	1000.00
Alt Centre		7000.00	2712.01	6000.00	7000.00
Equipment		200.00	0.00	0.00	3000.00
Community Engagement Initiatives		700.00	0.00	400.00	700.00
Grants & Donations		500.00	50.00	300.00	500.00
Open Spaces		3000.00	0.00	3000.00	3000.00
Election expenses		1800.00	0.00	0.00	1800.00
Members Expenses		0.00	0.00	0.00	0.00
TOTAL:		31700.00	12448.96	29250.00	37500.00

Summary

2025-2026	
30730.00	Estimated Income for 2025-2026
29250.00	Estimated Expenditure 2025-2026
1480.00	DR
35284.45	Money in bank at 1st April 2025
36764.45	Estimated balance at end of 2025-2026
2026-2027	
31125.00	Estimated income for 2026-2027
37500.00	Estimated Expenditure for 2026-2027
30389.45	Projected balance at end 2026-2027