



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 January 2025 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 3rd October 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. Altcar Camp.**
Members will receive an introduction to the newly appointed Commandant at Altcar Training Camp.
- 6. Crosby Coastal Park Forum.**
Members will receive a presentation from representatives from Crosby Coastal Park Forum regarding the placement of an information board in Hightown.
- 7. Sefton Healthwatch update.**
Members will receive an update regarding the progress of Sefton Healthwatch in regards to the collection of feedback from residents regarding the service provided by the GP surgery.
- 8. Removal of trees.**
Members are asked to note the response from Sefton regarding the removal of trees within the parish.
- 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. Quote for gardening work.**
Members are asked to review and approve the quotes received of £1,200 for maintenance of the roundabout and £360 for the maintenance of the Alt Centre garden for the next financial year.
- 13. Cash flow to end of December 2024.**
Members will receive a cash flow report up to the end of December 2024 and are asked to note the financial position.
- 14. 2025/26 Budget and Precept.**
Members are asked to set a budget and precept for the next financial year.
- 15. 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 January 2025

Item 2.



**MINUTES OF THE EXTRA ORDINARY MEETING OF
HIGHTOWN PARISH COUNCIL
HELD ON 3rd OCTOBER 2024 AT THE ALT CENTRE**

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

2024/72. **Apologies for absence.**
Cllrs Barlow, Magill and Williams.

2024/73. **Minutes of the Ordinary Meeting held on 16th September 2024.**
RESOLVED that the Minutes of the Ordinary Meeting held on 16th September 2024 be approved as a correct record.

2024/74. **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
None.

2024/75. **To adjourn the meeting to receive public comments.**
None.

2024/76. **Christmas lights switch on.**
RESOLVED that:

1. The date for the Christmas event be fixed for 20th November 2024 with a 6.30pm start time and a 6.50pm switch on time;
2. The event will follow the same format as last year subject of the agreement of the new proprietors of the Hightown, in the absence of which refreshments will be provided in the Village Green;
3. A donation of £120 be agreed to the Salvation Army;
4. No donation will be made to Sefton in respect of Christmas lights unless this can be put towards a living tree. If Sefton are unwilling or unable to provide a living tree the Parish Council will look into purchasing and planting one and a request will be submitted to the Ward Councillors for a contribution towards the cost of the tree as well as the provision of lights on that tree;
5. The requirement to obtain 3 quotes for the provision of Christmas lights be dispensed with 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. The estimated cost for Illumidex to provide and install sustainable spiral Christmas lights, including fitting the required infrastructure to the lamp posts in 2024 if possible be approved in the region of £400 plus vat per lamp post with the lights being fitted to the 6 posts around the village green; and
7. The estimated cost of £120 plus vat in respect of the storage, maintenance, testing and removal of the lights in 2025 (not including any required repairs) and similar fees in future years be approved until further resolution.

2024/77.

Fire extinguisher service.

RESOLVED that payment of the invoice from Sefton in the sum of £84.78 in respect of the annual service of the fire extinguishers be approved.

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20th January 2025

Planning Applications

Non-material amendment to planning permission DC/2024/01714 approved 06/11/2024 to allow the relocation of the garage, alterations to the first floor window and an open porch to the front of the dwellinghouse

4 Thornbeck Avenue Hightown L38 0BE

Ref. No: DC/2025/00010 | Validated: Thu 09 Jan 2025 | Status: Registered

- Variation of condition 2 pursuant to planning permission DC/2023/01136 approved 30/11/2023 to amend the proposed plans.

The Paddock 1A Blundell Grove Hightown L38 9EA

Ref. No: DC/2024/02123 | Validated: Wed 04 Dec 2024 | Status: Registered

- Approval of details reserved by Condition 3 attached to planning permission DC/2023/01504 approved on 21/12/2023

40 Blundell Road Hightown L38 9EQ

Ref. No: DC/2024/02042 | Validated: Wed 20 Nov 2024 | Status: Decided

- Erection of single storey extension to the rear of the dwellinghouse, extension to the existing dormer, installation of a replacement pitched roof to the flat roof at the front together with a single storey extension to the side, replacement of existing windows and reskinning of front walls and erection of detached garage.

4 Thornbeck Avenue Hightown L38 0BE

Ref. No: DC/2024/01714 | Validated: Mon 23 Sep 2024 | Status: Decided

- Erection of a single storey extension to the side, alterations to the elevations including the installation of 2 windows to the front and 2 doors to the side.

7 Westway Hightown L38 0BT

Ref. No: DC/2024/01618 | Validated: Tue 10 Sep 2024 | Status: Decided

HIGHTOWN PARISH COUNCIL

CASH FLOW STATEMENT AS AT 31/12/2024

Surplus carried forward from 31/03/2024

34348.05

Summary of income 01/04/2024 to 31/12/2024

	<u>Actual</u>	<u>Budget</u>
Precept	25000.00	25000.00
Alt Centre Rental	793.50	2400.00
VAT repayment	£0.00	5000.00
Bank interest	0.00	0.00
Donations	900.82	
Other	372.11	0.00
TOTAL:	27066.43	32400.00

Summary of expenditure 01/04/2024 to 31/12/2024

VAT	792.33	500.00
General administration	11982.83	15000.00
Repairs	639.60	4000.00
Alt Centre	3275.83	9000.00
Equipment	0.00	200.00
Community Engagement Initiatives	0.00	1200.00
Grants & Donations	50.00	750.00
Open Spaces	4530.00	1500.00
Election Expenses	0.00	1800.00
Members Expenses	0.00	0.00
TOTAL:	21270.59	33950.00

SUMMARY

BANK ACCOUNTS

Cash in hand C/F	34348.05	Current Account	40568.70
(Add) Income	27066.43	Cash	271.08
		TOTAL	40839.78
	61414.48	Unpresented cheques	-695.89
(Deduct) Expenditure	-21270.59		
			40143.89
TOTAL:	40143.89		

Temporary investments	0
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J Farrar

Clerk to the Council & RFO

31/12/2024

Item 14

HIGHTOWN PARISH COUNCIL BUDGET 2025-2026

ANNUAL INCOME	Budget	Actual	Estimate	PROPOSED
	2024/2025	31/12/2024	2024/2025	2025/2026
Precept	25000.00	25000.00	25000.00	25000.00
Alt Centre Rental	500.00	793.50	1000.00	1000.00
Cash donations	400.00	900.82	1200.00	1200.00
VAT Recovery	650.00	0.00	0.00	1000.00
Bank Interest	0.00	0.00	0.00	0.00
Grant/Other	0.00	372.11	372.11	0.00
TOTAL:	26550.00	27066.43	27572.11	28200.00
ANNUAL EXPENDITURE	Budget	Actual	Estimate	Proposed
	2024/2025	31/12/2024	2024/2025	2025/2026
VAT	650.00	792.33	1000.00	500.00
General Administration	17000.00	11982.83	17000.00	17000.00
Repairs and maintenance	2000.00	639.60	750.00	1000.00
Alt Centre	7000.00	3275.83	6000.00	7000.00
Equipment	200.00	0.00	0.00	200.00
Community Engagement Initiatives	700.00	0.00	400.00	700.00
Grants & Donations	500.00	50.00	50.00	500.00
Open Spaces	1750.00	4530.00	5000.00	3000.00
Election expenses	1800.00	0.00	0.00	1800.00
Members Expenses	0.00	0.00	0.00	0.00
TOTAL:	31600.00	21270.59	30200.00	31700.00

Summary

2024-2025	
27572.11	Estimated Income for 2024-2025
30200.00	Estimated Expenditure 2024-2025
-2627.89	DR
34348.05	Money in bank at 1st April 2024
31720.16	Estimated balance at end of 2024-2025
2025-2026	
28200.00	Estimated income for 2025-2026
31700.00	Estimated Expenditure for 2025-2026
28220.16	Projected balance at end 2025-2026