



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 16th March 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 Ordinary Meeting held on 19th January 2026.
- 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. Defibrillator at Alt Centre.**
Members are asked to approve a budget of up to £2,000 for the supply of a defibrillator and consider whether to provide a community training session on its use at a cost of £325 plus VAT.
- 6. Policy review.**
Members are asked to review and approve the following policies:
 - Complaints Policy
 - Financial Regulations
 - Fire Safety Policy
 - Grant Awarding Policy
 - Hall Hire Terms and Fees
 - Legionella Written Scheme of Control
 - Scheme of Delegation
 - Standing Orders
 - Vexatious Complainant/Correspondent Policy
- 7. To receive reports of meetings.**
(For information purposes only - No decisions may be made under this item.)
- 8. Correspondence.**
Members are asked to consider any correspondence which may have been received and respond.

9. 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.

10. 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

10th March 2026



MINUTES OF THE ORDINARY MEETING OF

HIGHTOWN PARISH COUNCIL

HELD ON 19th JANUARY 2026 AT THE ALT CENTRE

Present: Cllrs: Shacklady (in the chair), Barlow, Magill, Munro, Stobie and Williams.

2026/15. Apologies for absence.
Cllr Langley.

2026/16. Minutes of the Ordinary Meeting held on 17th November 2025.
RESOLVED that the Minutes of the Ordinary Meeting held on 17th November 2025 be approved as a correct record subject to amendments.

2026/17. Declarations of interest - Members are requested to give notice of any interest relating to any item on the agenda.
None.

2026/18. To adjourn the meeting to receive public comments.
None.

2026/19. Sefton Healthwatch report.
Representatives from Sefton Healthwatch attended to discuss the GP provision within the parish. The overall rating for the practice in the report prepared in August 2025 is poor. Discussions have continued with the practice since that time and an action plan was presented to PC24. It was confirmed that there was no plan to close the surgery at this time. A telephone hub has been set up and will operate from Litherland. The NHS commissioner has met with PC24 and advised that they are delivering the service levels required under their contract. Healthwatch will meet with PC24 every quarter to follow up on the action plan, raise any further issues and feedback to the CQC. PC24 is in the process of producing a patient leaflet explaining how the hub system works.

2026/20. Alt Centre.
RESOLVED that:
1. Fire risk, Legionella risk, PAT and EICR reports be approved in respect of the Alt Centre at a cost of up to £600 plus VAT; and
2. Boiler service and certification for the Alt Centre be approved up to £300 plus VAT.

- 2026/21. Christmas 2026.**
Options will be obtained to increase the festive light provision for future years for further consideration.
- 2026/22. Reports of meetings.**
None.
- 2026/23. Correspondence.**
Cllr Barlow provided an update relating to correspondence with the police regarding the remembrance service. The police advised that 2 PCSOs were deployed to Hightown for the service but did not make their presence known to anyone at any time. Mersey police have guaranteed to have a police presence there next year to assist people crossing over to the cenotaph.
- 2026/24. Planning applications.**
RESOLVED that the applications be noted.
- 2026/25. Budget and precept 2026/2027.**
RESOLVED that the precept for 2026/2027 be set at £28,325.
- 2026/26. Accounts paid and for payment.**
RESOLVED that the amounts listed on the schedule circulated be approved.

16th March 2026

Planning Applications

[Erection of a single storey extension to the left and right side elevation.](#)

10 Larkhill Grove Hightown L38 9ET

Ref. No: DC/2026/00181 | Validated: Fri 06 Feb 2026 | Status: Registered

[Demolition of existing conservatory, new roof increasing roof pitch, double storey rear extension](#)

60 Thornbeck Avenue Hightown L38 9EY

Ref. No: DC/2026/00071 | Validated: Thu 15 Jan 2026 | Status: Registered