



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 January 2023 at 7.00 pm at Hightown Sailing Club, The Foreshore, Off Thornbeck Avenue, Hightown, L38 9EY 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 21st November 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 Steve Faulkner and to consider any applications received for the current vacancies.
- 6. Water leak at Alt Centre.**
Members will receive an update about the progress of repairs at the Alt Centre following a significant water leak just before Christmas and are asked to delegate authority to deal with all matters arising from the insurance claim that is currently in progress to the parish clerk.
- 7. Management plan for amenity land on Thistledown Road estate.**
Members will receive an update regarding the management plan for the amenity land on the Thistledown Road estate.
- 8. 2023/24 Budget and Precept.**
Members are asked to set a budget and precept for the next financial year.
- 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. Accounts paid and for payment.

Members are asked to agree the payments set out in the schedule of payments circulated.

13. Exclusion of press and public.

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

14. To review the terms of the licence currently granted to Award Solutions.

J Farrar

Miss J Farrar
Clerk to Hightown Parish Council
10th January 2023



MINUTES OF THE ORDINARY MEETING OF

HIGHTOWN PARISH COUNCIL

HELD ON 21st NOVEMBER 2022 AT THE ALT CENTRE

- Present:** Cllrs: Munro (in the chair), Barlow, Magill, Shacklady and Stobie.
- 2022/77.** **Apologies for absence.**
None.
- 2022/78.** **Minutes of the Ordinary Meeting held on 28th September 2022.**
RESOLVED that the Minutes of the Ordinary Meeting held on 28th September 2022 be approved as a correct record.
- 2022/79.** **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
Cllr Munro declared an interest in item 16..
- 2022/80.** **To adjourn the meeting to receive public comments.**
A resident attended to raise issues relating to the post office.
- 2022/81.** **Casual vacancy.**
RESOLVED that the vacancy arising as a result of the resignation of Phil Dillon be noted.
- 2022/82.** **Meeting, surgery and open day dates 2023.**
RESOLVED that the schedules of meeting dates, surgeries and open days for 2023 be approved as drafted.
- 2022/83.** **Christmas lights switch on.**
RESOLVED that:
1. The finalised date for the Christmas lights switch on be noted as the 23rd November 2022;
2. A donation of £100 to the Salvation Army be approved in addition to the existing budget of £200 set for the cost of the switch on.
- 2022/84.** **Defibrillators.**
The clerk's update was noted.
- 2022/85.** **Cash flow to end of September 2022.**
The cash flow report to the end of September 2022 was noted.
- 2022/86.** **2023/24 Budget and precept.**

This item was deferred to the January 2023 meeting.

2022/87.

Reports of meetings.

Cllr Stobie reported on a meeting with Sefton to discuss the Crosby coastal path.

Cllr Munro reported on the remembrance service which was well attended and confirmed that she would co-ordinate with the Church and the British Legion to make sure everyone's contact details are updated and will also offer use of the Parish Council's PA system for future years.

The clerk reported on a meeting with a resident about the amenity land off Thistledown Drive.

2022/88.

Correspondence.

The clerk reported on correspondence regarding a grant application for defibrillators, a letter regarding fracking, a penalty notice received from the HMRC and emails with the focus magazine organiser regarding publishing information about the Parish Council activities in the magazine.

2022/89.

Planning applications.

RESOLVED that the applications be noted.

2022/90.

Accounts paid and for payment.

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

2022/91.

Exclusion of press and public.

RESOLVED that the press and public be excluded from the remainder of the meeting due to the confidential nature of the matters to be discussed.

2022/92.

Staff hours and payment.

RESOLVED that the draft response to correspondence received from Award Solutions be approved and sent.

HIGHTOWN PARISH COUNCIL BUDGET 2023-2024

ANNUAL INCOME	Budget	Actual	Estimate	PROPOSED
	2022/2023	30/09/2022	2022/2023	2023/2024
Precept	25000.00	25000.00	25000.00	27500.00
Alt Centre Rental	2400.00	400.00	2400.00	2400.00
VAT Recovery	5000.00	0.00	0.00	5000.00
Bank Interest	12.00	0.00	0.00	0.00
Grant/Other	17450.00	17516.00	17516.00	0.00
TOTAL:	49862.00	42916.00	44916.00	34900.00
ANNUAL EXPENDITURE	Budget	Actual	Estimate	Proposed
	2022/2023	30/09/2022	2022/2023	2023/2024
VAT	5000.00	4898.04	5000.00	500.00
General Administration	13000.00	8862.28	14000.00	16000.00
Repairs and maintenance	22750.00	19813.00	22750.00	4000.00
Alt Centre	6500.00	3908.95	7500.00	10000.00
Meeting room Hire	0.00	0.00	0.00	0.00
Subscriptions	0.00	0.00	0.00	0.00
Equipment	200.00	0.00	200.00	200.00
Community Engagement Initiatives	200.00	694.27	1100.00	1200.00
Grants & Donations	1250.00	525.16	750.00	750.00
Open Spaces	1500.00	1420.00	1500.00	1500.00
Election expenses	1800.00	0.00	0.00	1800.00
Members Expenses	0.00	0.00	0.00	0.00
TOTAL:	52200.00	40121.70	52800.00	35950.00

Summary

2022-2023	
44916.00	Estimated Income for 2022-2023
52800.00	Estimated Expenditure 2022-2023
-7884.00	DR
27189.93	Money in bank
19305.93	Estimated balance at end of 2022-2023
2023-2024	
34900.00	Estimated income for 2023-2024
35950.00	Estimated Expenditure for 2023-2024
18255.93	Projected balance at end 2023-2024

Item 8

Item 11

16th January 2023

Planning Applications

[? Installation of 7No. Air Conditioning Units to the side of the dwellinghouse. \(Retrospective\) !\[\]\(eafc244b53721dd1ec133f0772f70fc7_img.jpg\)](#)

38 Blundell Road Hightown Liverpool L38 9EQ

Ref. No: DC/2022/02397 | Validated: Wed 21 Dec 2022 | Status: Registered

[? Variation of condition 2 attached to planning permission DC/2022/00626 approved on 02/12/2022 to allow amendments to drawings. !\[\]\(5a132f13505a6571904d622757b7a8f0_img.jpg\)](#)

40 Blundell Road Hightown Liverpool L38 9EQ

Ref. No: DC/2022/02394 | Validated: Tue 03 Jan 2023 | Status: Registered

[? Prior notification application for the erection Solar Photovoltaic \(PV\) system panels !\[\]\(73002692dd5e7a64e60946be3158e719_img.jpg\)](#)

Pawfect Retreat Moor Farm Moss Lane Hightown L38 3RA

Ref. No: DC/2022/02319 | Validated: Wed 30 Nov 2022 | Status: Registered

[? Erection of a single storey extension to the club house. !\[\]\(ab4e2b3fc7e7887b7a72f548aa6f5e60_img.jpg\)](#)

Blundellsands Sailing Club Thornbeck Avenue Hightown Liverpool L38 9EY

Ref. No: DC/2022/02283 | Validated: Tue 06 Dec 2022 | Status: Registered

[? Erection of a single storey extension to the rear following demolition of existing conservatory and insertion of first floor window to the side elevation. !\[\]\(b538fe54c1f3a7343e37e85cc2d00497_img.jpg\)](#)

25 Mark Road Hightown Liverpool L38 0BG

Ref. No: DC/2022/02163 | Validated: Mon 14 Nov 2022 | Status: Registered