HIGHTOWN
PARISH COUNCIL

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 November 2026 at 7.00 pm at Hightown Sailing Club, The Foreshore, 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 September 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. **Fire safety update.**
Members will receive updated information from a representative of the fire service regarding safety around the issue of wild fires.

6. **Royal British Legion.**
Members will receive information on the recruitment of new members from a representative of the RBL.

7. **Peoples emergency briefing.**
Members will receive information received from St Stephens church about this briefing which addresses climate change and consider the invitation to co-host an event within the parish.

8. **Grant application from Hightown Beach Clean Group.**
Members are asked to consider the grant application received from Hightown Beach Clean Group in the sum of £200 to stock and support the running of 2 litter pick stations for village and beach cleaning.

9. **Alt Centre repairs.**
Members will receive an update on the progress of repairs following recent storm damage at the Alt Centre and are asked to note that approval of the cost of emergency repairs relating to an electrical fault was approved under the clerk's delegated authority in the sum of £150.

10. Fire alarm works.

Members are asked to:

1. Approve the quote from Sefton ARC for investigations into disablements on the fire panel in the sum of £127.70 plus VAT; and
2. Approve the outstanding invoice for security services in the sum of £105.20.

11. Cash flow to end of September 2026.

Members will receive a cash flow report up to the end of September 2026 and are asked to note the financial position.

12. Budget and Precept 2027/2028.

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

13. Meeting dates 2027.

Members are asked to approve the dates of meetings to take place in 2027.

14. To receive reports of meetings.

(For information purposes only - No decisions may be made under this item.)

15. Correspondence.

Members are asked to consider any correspondence which may have been received and respond.

16. 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.

17. 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
9th November 2026

Item 2

HIGHTOWN PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF

HIGHTOWN PARISH COUNCIL

HELD ON 21st SEPTEMBER 2026 AT THE ALT CENTRE

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

2026/70. **Apologies for absence.**
None.

2026/71. **Minutes of the Ordinary Meeting held on 20th July 2026.**
RESOLVED that the Minutes of the Ordinary Meeting held on 20th July 2026 be approved as a correct record subject to the correction of the date at the header of the document.

2026/72. **Declarations of interest** - Members are requested to give notice of any interest relating to any item on the agenda.
None.

2026/73. **To adjourn the meeting to receive public comments.**
A resident attended to discuss the management plan for the Land off Thistledown Drive and the clerk confirmed that the report would be chased after it's due date in October.

2026/74. **Fire safety.**
A representative from the fire service attended to address concerns arising following the wild fires over the summer period and advised that a fire appliance would be sent tomorrow to review the access sites and plot what3words access. The issue of signage banning barbecues on the beach and access concerns due to parked cars will also be raised at an upcoming meeting with Sefton. The concerns over the locked access gate and whether bolt cutters were missing from the first appliance on the scene will be reviewed. Advice was received that a local fire group would not be useful because the response time is only a few minutes and that the most appropriate action was for residents to call 999 immediately. It was also advised that shrubbery around properties next to the beach should be maintained by cutting it back low.

2026/75. **Remembrance wreath.**
It was noted that a donation of £55 had been made under the clerk's delegated authority to the Royal British Legion for a Type G poppy wreath

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for remembrance day. The details of the remembrance services taking place were also noted.

2026/76. **Signage at Alt Centre.**
RESOLVED that the cost of external signage for the Alt Centre be approved in the sum of £54.11 including VAT and postage with delivery to be arranged to Cllr Shacklady.

2026/77. **Grant applications.**
RESOLVED that the grant application received from Hightown Youth Club in the sum of £1,575 be approved.

2026/78. **Final external auditor report.**
RESOLVED that the report be noted and no further action required.

2026/79. **Reports of meetings.**
Cllr Munro shared a summary of the minutes from the recent Altcar meeting including confirmation that the pods on the site were being closed.
Cllr Munro has also been in contact with Rev Keith about this year's remembrance service and confirmed that this will be held on the roundabout as in previous years and that the PA system for the service has been booked by the Parish Council. Cllr Barlow has confirmed that the police will be in attendance to direct traffic.

2026/80. **Correspondence.**
Cllr Munro advised that an enquiry had been received from the beach clean group regarding submitted a grant application. The clerk will forward the application information to the group.
A resident has raised concerns about telephone signals within the parish and it was noted that there is a planning application in progress for a 5g mast just outside the village which is high enough to give good coverage.
A resident raised further concerns about the political neutrality of the parish council. The clerk advised that the same query had already been replied to previously and it was agreed that no further response was needed.
Cllr Munro confirmed that a letter of thanks had been sent to the cadets for their help with painting at the Alt Centre.
Cllr Stobie reported on the recent tour of the Altcar camp which was really well received by everyone attending.
It was noted that the recent park event was well attended, the fruit kebabs were really popular and everyone enjoyed the event.
It was noted that the paving stones in the village green had been repaired and the area was now considered safe for the Christmas light switch on.

2026/81. **Planning applications.**
RESOLVED that the applications be noted.

2026/82. **Accounts paid and for payment.**
RESOLVED that the amounts listed on the schedule circulated be approved.

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Item 8

HIGHTOWN
PARISH COUNCIL

Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Hightown Beach Clean Group
2.	Name, Address and Status of Contact	[redacted] Group Admin
3.	Telephone Number of Contact	[redacted]
4.	Is the Organisation a Registered Charity?	No
5.	Amount of grant requested	£200
5.	For what purpose or project is the grant requested?	To stock and support the running of 2 x litter pick stations used for village and beach cleaning
6.	What will be the total cost of the above project?	£200
7.	If the total cost of the project is more than the grant, how will the residue be financed?	Costs are for litter picking equipment and waste bags
8.	Have you applied for grant for the same project to another organisation? If so, which organisation and how much?	no
9.	Who will benefit from the project?	Local residents and coastal visitors to dunes and beach. Also local marine wildlife
10.	Approximately how many of those who will benefit are parishioners?	All

You may use a separate sheet of paper to submit any other information which you feel will support this application

Signed [redacted] Date 25/9/26

Item 13

HIGHTOWN
PARISH COUNCIL

2027 Meeting Dates **Location: Alt Centre, 23 Lower Alt Road, Hightown, L38 0BA** **Start Time: 7pm**
Monday 18th January 2027
Monday 15th March 2027 (and Parish Assembly at 6.45pm)
Monday 17th May 2027 AGM
Monday 19th July 2027
Monday 20th September 2027
Monday 15th November 2027

Item 16.

16th November 2026

Planning Applications

Proposed ground floor rear elevation extension.

7 Thornbeck Avenue Hightown L38 0BD

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