



**Minutes of the Parish Council meeting held on
Monday 13th November 2023 at 7.30pm. The meeting was held in The Venue, Liverpool
Road, Much Hoole.
These minutes have been produced by L White, Clerk**

Present; Cllrs N Woodcock (Chair), K. Hayes, E. Houghton, A Taylor, R Lea, P Cocker, Parish Clerk L White.

1. Apologies for Absence

Cllr T Hewitt

2. Declarations of Interest and Dispensations

Cllrs E Houghton and A Taylor (non-pecuniary) re Village Hall.

3. Minutes of the last meeting

It was resolved to sign the minutes of the meeting of 9th October 2023 as an accurate record.

4. Adjournment for Public Participation

Two members of the public requested speaking time.

Resident 1 – He complained that none of the four noticeboards in the village state what each is for and who maintains them. That outside San Marco is not clearly labelled as belonging to Much Hoole Parish Council. It was explained that the board had only been erected at the weekend. It will be labelled before its erection is complete. Parish Council signage and notices will be placed on it in the future. The two noticeboards outside the village shop also are not clearly marked. It was agreed that they will be.

Resident also remarked that he was disappointed that a recent meeting in Hutton hadn't been displayed on the notice board.

Resident also wanted to know what had been done about the flooding on Smithy Lane. It was explained that although this matter does not fall under the Parish Council jurisdiction, Cllr P Cocker had reported the issue on Lancashire County Council's Love Clean Streets app. The Resident was encouraged to report it on Love Clean Streets with photos next time it happens.

Resident also remarked about a footpath gate broken. Again, he was encouraged to report this on Love Clean Streets.

Resident also remarked about the date of the December meeting as being scheduled for the first Monday rather than the usual 2nd Monday. Although not agreed yet, it was explained that the agreed date of the meeting will be clearly notified to residents through the minutes of this meeting and the agenda for the next meeting.

Resident remarked that the published Council meeting agenda should be clearer and more explicit as to the topic being discussed so that residents could better decide whether to attend.

Resident remarked that in the Council meeting minutes there seemed to have been no discussion about the appointment of the new clerk in place of T Hutchinson after she gave notice. He was assured that full discussions had taken place.

Resident remarked that he thought the new Village Hall signboard displaying the regular events going on in the village hall was a monstrosity.

Resident 2 – The Chairman of Much Hoole Village Hall gave thanks to the Parish Council for providing the remembrance silhouettes. Unfortunately, this year they were not shown off to their advantage due to the work currently being undertaken at the entrance to the Village Hall. They will be displayed better next year. Many positive comments have been received from village residents.

The Resident mentioned by name the many families who were involved in improving the local community by helping with maintenance and management of the Village Hall and with putting on the regular programme of events as well as the big annual events. He said that so many families contributing their time and expertise so freely has enabled the Village Hall to become a hugely valuable asset to Much Hoole and surrounding areas.

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5. Correspondence from members of the public

A freedom of information request had been received from a local resident and its contents were shared and discussed. The sender had raised questions regarding when quotations were received, decision making regarding how quotations were approved, who had provided quotations, how many quotations were required, what repair work needed carrying out on a particular footpath. Formal documentation was used to respond to the request. The Council agreed that improvements would be made to minutes of meetings to ensure transparency.

A request to view the unaudited accounts had been received from another resident and the request will be responded to positively.

6. Reports from other meetings

Lancashire County Council's Parish and Town Council Conference and LALC AGM on Saturday 4 November at LCC HQ in Preston were attended by Cllrs Houghton and Lea and Clerk L White.

Cllr Lea had circulated a report from the event along with the four sets of slides from four of the sessions that had been received from Lancashire County Council. Several issues raised at the conference have informed articles in the Newsletter to be published and circulated shortly to residents.

7. Future Events

No future Parish Council events are currently calendared.

8. Vacant Councillor Position

The Electoral Services Team at South Ribble Borough Council confirmed that the Returning Officer had not received a request for an election, therefore the Council are free to co-opt to the vacancy. The vacancy will now be advertised on the website, noticeboard and in the newsletter.

9 Off Road Cycle Track

Cllr Taylor had inspected the track and found that the large gate had been left open. He had locked this gate to ensure the area was safe.

The order has been placed for the picnic bench and delivery is expected by the end of next week.

10 Finance

It was agreed to pay the following:

- a) Reimburse Clerk £31.48 for purchase of Remembrance Sunday poppy wreath.
- b) Reimburse Clerk £93.28 (£39.80 for HP printer plus £53.48 for printer cartridges).
- c) Clerk membership of SLCC (Society of Local Council Clerks), joining fee £8, annual subscription £112
- d) Clerk mileage claim £18.00.
- e) Clerk, October salary payment £331.56
- f) Reimburse Cllr. Taylor £75.22 for materials for bridge of FP24 and other footpath repairs.

11 Budget Monitoring Statement 2023/24

Budget comparison to actual spend was noted for year to date and projected to the end of the financial year.

12 Internal Auditor

It was agreed to appoint JDH as the internal auditor.

13 External Audit

Information had been submitted to the external Auditor. External auditor had also been informed of the amendment to the period of public rights notice which has now been extended to the 22nd November.

14. Lengthsman

It was agreed to advertise the Lengthsman position in the newsletter and on noticeboards and adopt the list of jobs for the Lengthsman produced by Cllr Taylor.

15 Future Projects

To discuss at the December meeting alongside the budget.

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- 16 Planning**
Two applications were noted. The discharge of conditions to the second application was noted.
- 17. List of Events to Approve**
Cllr Hewitt was absent from the meeting. To discuss at the next meeting and to possibly include poppies, MUGA and community garden. Cllr Hayes will draw up a list.
- 18. Newsletter for door-to-door delivery to residents**
The draft newsletter was circulated by Cllr Lea, reviewed and, with one amendment, approved. The quotation of £258.50 for printing 1200 newsletters was approved.
- 19 Footpaths**
FP24 bridge repairs – Cllr Taylor is looking to fix this once the weather improves. No further costs are expected for this repair.
FP11 – quotations are being obtained for the second section. Cllr Lea to progress.
FP12 – LCC Public Right of Way Team have now acknowledged the issue as a fault and will be dealing with this going forward.
FP22 – it was decided to put this work on hold due to the homeowner carrying out work to the property. Once the work has been completed, we will have a better understanding of what action needs to be taken. It is likely to be January/February before a decision can be made. Cllr Taylor to monitor the situation.
FP30 – Cllrs Cocker and Taylor will examine the needs and draw up a materials budget for repair.
12 footpath signs – As requested, Cllr Cocker has given all map location information to the LCC PROW Team, still awaiting a response for MHPC receipt of 12 signposts and signs. Cllr Hayes to follow up with LCC.
- 20 Clerk update**
Clerk had met with the Clerk to Little Hoole Parish Council, Paul Cafferkey, to discuss the budget setting process. Full handover had been received from the previous Clerk Ms Hutchinson. Thanks was given to Ms Hutchinson for all her hard work and support given. Cllr Woodcock to write to Ms Hutchinson giving her the thanks from the Council.
- 21. Planters in the Village**
Planters have been filled by the Lengthsman. Item complete.
- 22 Community Garden**
Defer to December meeting. A request for expressions of interest is included in the newsletter.
- 23. Road Safety Posters**
All complete. Thanks to Cllr T Hewitt. Photos and a report are in the newsletter.
- 24 Community Grant Fund**
Future possible grant applications were noted as being one from the church and one from the scouts.
- 25. Remembrance Statues**
All complete. Not shown off to their best due to work being carried out.
- 26. Chain of Office**
Clerk had been in touch with the gentleman previous clerk had been liaising with. He will be available to provide a quotation in January.
- 27 Noticeboard at San Marco**
Cllr Taylor affixed the board last weekend and will complete it in the next few days.
- 28 Public Rights of Way – Local Delivery Scheme 23/24**
Cllr Cocker to investigate reporting requirements.
- 29 Biodiversity Grant**
Plans and ideas were discussed. Cllr Hayes to investigate whether the scouts could make use of this funding.
- 30 Christmas Plans**

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Two large Christmas trees are on order and will be erected next week by Messrs Hewitt and Nelson.

31 Funds available from Lancashire County Council

Decision was made not to apply for the Champion Grant this year. The council are not in need of this funding at present.

32 Blue Heritage Plaque

A suggestion was made by local resident as to whether a blue English Heritage plaque could be placed at 'Nellie the Elephant' restaurant to recognise Albert Pierrepont who ran the pub that used to be there. The criteria from English Heritage states that Albert must have inhabited the establishment – which he didn't – and he must have been well respected by members of his profession, and he must have made 'an outstanding contribution to human welfare'. It was agreed that he does not meet this criteria.

33 Waste Bins

Clerk to liaise with Hoole Village Memorial Hall regarding the specification and quotation for 2 waste bins for dog waste to be placed in the public walking areas around the village hall. To also obtain a price for the installation.

34 Smithy Lane Flooding

Cllr Cocker has reported the flooding via the Love Clean Streets App. Residents will be encouraged in the newsletter to report through this app.

35 Items for next Agenda

Flooding of Trafalgar Garden, Village Hall report, Budget 2024/25

34 Date of next meeting

Monday 4th December 2023, to be held at the Venue, Liverpool Old Road, Much Hoole, starting at 7.30pm.

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