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|  | **Draft Minutes of Much Hoole Parish Council meeting held on Monday 8th July 2024 at 7.30pm at The Venue, Hoole Village Memorial Hall, Much Hoole.** |

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**Present:** Cllrs K. Hayes (Chairman), A. Taylor, R. Lea, N. Woodcock, E. Jackson, E. Houghton, P. Cocker, T. Hewitt, Clerk Miss A. Evans

1. **Apologies for Absence**

None

1. **Declaration of Interests and Dispensations:**

Cllr E. Houghton and Cllr A. Taylor declared a non-pecuniary interest in agenda item 8.

1. **Minutes of the previous Meeting**

The minutes of the MHPC meeting held on the 10th June 2024 and the extraordinary meeting for the AGAR Annual Audit held on the 24th June 2024, were both agreed to be true and accurate records. The minutes were signed by the Chairman. The motion to approve both sets of minutes was proposed by Cllr E. Houghton, seconded by Cllr R. Lea and agreed unanimously.

1. **Public Time**

Three residents voiced concerns about a neighbour flying a helicopter over their properties, affecting their horses well-being and causing significant noise disturbance. They cited sleep disruption and lack of notification about flight schedules as issues.

Another resident, who is also a neighbour to the helicopter owner, did not find the noise or take-off time problematic.

The helicopter owners, two residents, stated they have a noise certificate and are open to negotiating flight times and routes to mitigate disturbance. They are consulting with a planning consultant through SRBC and are happy and willing to adapt to other residents’ suggestions.

Proposal and resolution:

Cllr R. Lea proposed a mediation meeting for both parties to agree on flight times and routes to minimise disturbance, offering his support and availability to mediate in person or if preferred, in writing and this was agreed unanimously.

Note: Three additional residents were present to observe.

1. **Correspondence from members of the public.**

The clerk received an email about an overgrown hedge outside Trafalgar Gardens and promptly notified the landowners, SRBC. Cllr. P. Cocker confirmed that the hedge had since been trimmed by our Lengthsman and now properly maintained.

The council acknowledged a public dispute between Chairman Cllr K. Hayes and Hoole Bowling Club. It was agreed that the clerk would send a written response to the bowling club, confirming that all future grant applications will be considered by the Parish Council fairly and impartially. Chairman Cllr K. Hayes will declare an interest when future grant applications are being discussed. The council unanimously determined that the matter of the use of the path alongside the bowling green at the Village Hall does not fall under MHPC jurisdiction.

1. **Reports from other meetings and information on future events**

It was noted that Cllr E. Houghton received an email from LALC regarding new financial regulations issued by NALC. Cllr R. Lea confirmed receipt and mentioned that he is currently comparing these regulations with our adopted Financial Regulations to identify where we need to make changes.

1. **Approval of Acceptance of Office Forms**

**It was resolved** and witnessed by the council, that Chairman Cllr K. Hayes and Vice Chairman Cllr A. Taylor signed their acceptance of office forms, which were countersigned by the Clerk, A. Evans.

1. **Village Hall**

Cllr A. Taylor reported that the annual trading figures for the year ending April 2024 indicated a healthy surplus, facilitating future expenditure planning. Hall bookings remain strong with daily use and the community events such as the coffee mornings, local lunches and organ concerts continue to be successful. The first phase of the car park extension has been completed. However, progress on the MUGA is ongoing due to issues in sourcing funding.

1. **Off Road Cycle Track**
2. The council noted Cllr R. Lea’s update on the cycle track, confirming completion of work by cycle track Lengthsman C. Hewitt. A new, smaller track has been constructed, increasing the total to three in use. Additionally, the second picnic table has been installed. Cllr R. Lea reported seeding wildflowers and grass, although they have not thrived too well this year.
3. It was noted that three new signs had been ordered by Cllr R. Lea, arriving on the 09/07/2024 and that he will ask Lengthsman H Jackson to help in erecting these at the cycle track. The cycle track is extremely busy and it was noted that inspectors should keep an eye on litter.
4. **Asset Register**

The council noted the updated Asset Register presented by the Clerk, noting the addition of a total sum at the bottom and accepted as a final version of documented assets. This was proposed by Cllr P. Cocker, seconded by Cllr E. Houghton and unanimously agreed.

1. **Finance**
2. **The Bank reconciliation** for the month of June 2024, was agreed to the bank statements and was signed by Cllr A Taylor
3. **It was resolved** that Cllr P. Cocker be approved to view the Council’s bank accounts and authorise payments.
4. **It was resolved** that the following items were approved for payment. Proposed by Cllr E. Houghton, seconded by Cllr R. Lea and unanimously agreed:
5. Lengthsman H Jackson invoice for June in the amount of £516.74
6. Cllr R Lea costs of the third ‘All Risks’ sign from Express Signs and the cost of the materials for erecting the three signs at the Cycle Track totalling £113.10
7. Clerks June gross salary in the amount of £576.31
8. Clerks June Expenses in the amount of £74.05
9. Temp Clerk P. Cafferkey fee for training and advice in the amount of £85.39
10. **Budget Monitoring Quarterly Statement**

The council approved the June budget monitoring statement with predicted budget amounts added to 5 headings in the ‘forecast for the rest of the year’ column, completing the forecast for the remainder of the year. The Clerk will update the spreadsheet to include mileage expenses. The council agreed to improve the budget monitoring statement for the next quarterly review dated 30th September, to be presented in the October council meeting. Proposed by Chairman Cllr K. Hayes, seconded by Cllr P. Cocker and unanimously agreed. It was noted that Cllr R. Lea will contact Matthew Davidson Groundworks about completing FP11 on Moss House Lane, using CIL monies and RoW grant,

1. **Parish Clerk and Financial Officer**
2. The clerk confirmed all updates had been discussed in the above agenda items.
3. **It was resolved** that Cllr T. Hewitt would lead the Community Orchard Grant and provide the responses required for the application form. Cllr E. Houghton expressed her willingness to support where needed. The council also noted that payment for the local delivery scheme had been approved by LALC.
4. **It was resolved** and witnessed by the council, that Chairman Cllr K. Hayes took custody of a sealed and dated envelope, provided by the Clerk, containing all login passwords and usernames for the Clerk’s Computer. This to only be opened in an emergency with two other Councillors present.
5. The council noted that the clerk has now had a telephone conversation with a company in Mere Brow who may be able to refurbish the Chairman’s Chain of Office and that the next step is to take the chain in person.
6. **Footpaths & Gardens**
7. The council noted the following updates:
* Cllr P. Cocker has erected signs at FP20; installation of handrails is pending to cross ditches
* Signs for FP8 have been installed on the A59 side
* FP14 faced challenges due to 30/40 feet of earth, which has now been cleared for clear passage.
* FP25 needs new signs at Town Lane.
* FP19 requires new circular signs, and a quote may be necessary for a sign featuring artwork.
1. It was noted that Cllr E. Houghton had not heard further from SRBC in respect of the community garden and the outstanding issues (flooding, playground repainting) and that we still need to confirm who will pay for the access gate to the community garden. It was agreed that the clerk should contact Louise at SRBC for confirmation.
2. **Planning**

None received.

1. **A59 Crossing for road safety**

The council noted that the crossing which Cllr T. Hewitt refers to is in Little Hoole and it was agreed that conversations would need to be had with Little Hoole School re: funding, training and insurance and that Little Hoole Parish Council would likely deal with this. However, it was agreed that MHPC could contribute and would reconsider in future following Cllr T. Hewitts research outcome.

1. **Village footpath map**

The council observed new imaging on the map that Cllr R. Lea circulated at the meeting. **It was resolved** that they are put on the three MHPC noticeboards and agreed Cllr E. Houghton’s proposal to add them to the village artwork signs. It was agreed that Cllr T. Hewitt discuss and decide with Cllr R. Lea what sizes would be required. Chairman Cllr K. Hayes proposed asking the local schools, village hall and church if they would like the map on their noticeboards too, with Cllr R. Lea confirming that an A1 copy has been printed to put on boards at community events.

1. **Fallen Soldiers plaques**

It was agreed that before committing to fund this as a community project, Cllr N. Woodcock will speak to the Croston historian to gather information regarding cost and process. It was agreed that, in principle, the council wish to pursue the project but will defer to the next meeting for Cllr N. Woodcock to gather the necessary information.

1. **Items for next agenda**
2. Charity cycle ride in memory of Russ Weaver, which the council noted that Cllr R, Lea will do some publicity and for the council to discuss and approve a donation.
3. Fallen soldier plaques.
4. Annual Newsletter, draft to be done and costs approved at the next meeting.
5. Cllr R. Lea to report on newly issued financial regulations.
6. Community Orchard grant update with application.
7. **Date of the next meeting**

The date of the next meeting will be held on Monday 9th September 2024 at 7.30pm at The Venue, Hoole Village Memorial Hall, Liverpool Old Road, Much Hoole, PR4 4QA.