|  |  |
| --- | --- |
|  | **MUCH HOOLE PARISH COUNCIL**  **NOTICE OF MEETING** |
| You are hereby summoned to attend the Meeting of Much Hoole Parish Council to be held at 7.30pm on Monday 8th January 2024. The meeting will be held at The Venue (Hoole Village Memorial Hall) on Liverpool Old Road, PR4 4QA. |

**AGENDA**

|  |  |
| --- | --- |
| **1.** | **Apologies for Absence**  To receive apologies for absence. |
| **2.** | **Declaration of Interests and Dispensations**   * To receive declarations of interest from Councillors on items on the agenda * To receive written requests for dispensations for disclosable pecuniary interests (if any) * To grant any requests for dispensation as appropriate. |
| **3.** | **Minutes of the Previous Meetings**   1. To approve an amendment to the minutes of the Council meeting held on 4th December 2023 in respect of the approval of the payment of “£269.80 (including VAT)” for dog waste bins. This should have read “(excluding VAT)” so the payment is for £323.76. This revised payment needs approval. 2. To resolve to approve as a correct record the Minutes of the Council Meeting held on the 4th December 2023. |
| **4.** | **Public Time**  To invite and listen to issues raised by members of the public. |
| **5.** | **Correspondence from members of the public**  To discuss correspondence received from members of the public |
| **6.** | **Reports from other meetings**  The Council will receive reports from meetings where Councillors have attended as representatives. |
| **7.** | **Future Events**  Discuss upcoming events where Councillors will be attending as representatives. |
| **8.** | **Village Hall**  To receive and note a report on the progress of The Village Hall. |
| **9.** | **Off Road Cycle Track**   1. To consider any updates on the Cycle track and resolve any actions required. 2. To approve quotation received for a 2nd picnic table. Delivery and installation £899 plus VAT. 3. To consider quotations from C Hewitt in respect of track maintenance, the concrete base for the 2nd picnic table and a new junior cycle track and, if thought appropriate, to approve. QU4 Materials = £1740, QU5 Labour etc = £1260, QU6 tarmac = £1800. Total = 4800. |
| **10.** | **Finance**  To approve the following payments transacted through the bank November 2023   |  |  |  | | --- | --- | --- | | 01.12.23 | Easy Websites hosting fee | £33.60 |   **To note income received**   |  |  |  | | --- | --- | --- | | 08.12.23 | SRBC - CIL | £ |   **To resolve and authorise payment of the following;**   1. Clerk, December salary payment £332.00. plus backpay £87.00 due to increase in hourly rate 2. Hoole Village Memorial Hall, payment of £60.00 for rental of room for 6 parish council meetings May to November 2023. 3. MJ Davidson invoice for 2nd stage of FP11 15640 £2280.00   To resolve and approve quotations of the following;   * A Taylor, £5800 plus VAT, village hall grass verge to upgrade to a firm ground road * K Hayes – defibrillator to be sited at the Lodge at the church – Box £660, Machine £1188, total = £1848, electrician ? * Other quotations arising from the minutes of the last meeting held on 4th December:   + Cllr Hewitt – Mature fruit trees and herb containers to be planted at the Trafalgar garden.   + Cllr Taylor – Quotation for making a gate into the Trafalgar garden from the children’s play area.   + Clerk L White and Cllr E Houghton – cost, if any, of sorting out flooding in the Trafalgar garden.   + Cllr Hewitt – Quote for a living Christmas tree to be planted at the Trafalgar garden before spring. |
| **11.** | **Grant application**  Review, discuss and approve grant application received from Hoole Village Hall Bowling Club. |
| **12.** | **Budgets and Precept**   1. To discuss various quotes and expenditure forecasts for 2023-24 and agree a forecast closing balance for the end of March 2024. 2. To finalise the draft budget for 2024-25 agreed at the last Council meeting 3. To agree the precept for 2024-25 |
| **13.** | **Parish Clerk and Financial Officer**   1. To review the revised documents proposed by Cllr R Lea in terms of Job Description, Person specification, Vacancy advert, Interview plan, generic Offer letter and Contract of Employment. If thought appropriate, after amendment, to adopt them. 2. To discuss and agree the appointment of a Manager of the Clerk/RFO 3. To discuss the two applications so far received and agree a way forward |
| **14.** | **Lengthsman**   1. Discuss application received and agree the way forward. 2. To discuss a proposal that Cllr Alan Taylor should manage the lengthsman and Cllr Paul Cocker should manage his footpath maintenance aspects. |
| **15.** | **Review and adoption of policies – Standing orders and Financial Regulations**  To discuss and, if thought appropriate, approve the proposals to the Council set out in two reports by Cllr R Lea and Parish Clerk L White.   1. The 2nd report – this has proposals that need discussion and, if thought appropriate, agreement to add values where needed in the Standing Orders and proposals to amend Standing orders clauses 3 and 5 and Financial Regulations clause 11.1 h). 2. The 3rd report has 5 proposals in respect of changes to the Standing Orders and 18 proposals in respect of the Financial Regulations. 3. After these two reports have been discussed and decided upon and any other changes to these two policies agreed, a resolution to adopt the two policies needs to be proposed and voted on. |
| **16.** | **Footpaths**   1. To receive an update on the maintenance of footpaths FP11 and 12. 2. Approve cost of 12 footpath signs. 3. Flooding of Trafalgar Garden |
| **17.** | **Planning**  **To review applications as follows:**  Hoole 07/2023/00784/HOH  233 Liverpool Old Road Much Hoole Preston Lancashire PR4 4RJ  Proposed single storey side/rear extensions to form living space &kitchen/dining  Applicant Mr Forbes  Hoole 07/2023/00821/FUL  Unit 1 – 2 Moor Hey Business Park Moss House Lane Much Hoole Preston Lancashire PR4 4TE  Erection of detached mixed use general industrial/storage building(Sui Generis) following demolition of 3no.existing mixed use general industrial/storage buildings (Sui Generis)  Applicant Mr Matt Curley  Hoole 07/2023/00957/HPD  1 Turnpike Close Much Hoole PrestonbLancashire PR4 4HH  Proposed single storey rear extension to include bedroom and bathroom for disabled use.  Hoole 07/2023/01006/HOH  Sunnydale Liverpool Road Much Hoole Preston Lancashire PR4 4RJ  Proposed single storey rear extension  Mrs K Guy  Hoole 07/2023/00799/FUL  Much Hoole Methodist Church, Moss House Lane Much Hoole, Preston, Lancashire PR4 4TD  Demolition and Rebuild to Create 7no Dwellings  (Resubmission of Application Reference07/2023/00032/FUL)  Applicant Mr Geoff Whalley |
| **18.** | **List of Events to Approve**  Agree list of events circulated. Approve signage costing. |
| **19.** | **Items for next agenda** |
| **20.** | **Date of Next Meeting**  The Parish Council to agree the date of the next meeting as 7.30pm Monday 12th February 2024 to be held at ‘The Venue’, Liverpool Old Road, Much Hoole. |