



**Minutes of the Parish Council meeting held on  
Monday 12<sup>th</sup> December 2022 at 7.30pm. The meeting was held in the Venue, Liverpool  
Road, Much Hoole.**

Present; Cllrs N. Woodcock (Chairman), E. Houghton, K. Hayes, R Lea, T Brown, P.Cocker  
Clerk R. Weaver in attendance

**1. Apologies for Absence**

T. Hewitt, A Brown

**2. Declarations of Interest and Dispensations**

Cllr Houghton and Cllr Brown (non-pecuniary) re village hall update

**3. Minutes of the last meeting**

**It was resolved** to sign the Minutes of the meeting of 14<sup>th</sup> November 2022 as an accurate record.

**4. Adjournment for Public Participation**

There were no members of the public present and therefore no requirement to adjourn the meeting

**5. Reports from / invitations to other meetings**

There were no reports from other meetings

**6. Cycle Track**

Cycle track inspections are continuing and there are no maintenance, repair, or usage issues

**7. Finance**

**It was resolved:**

- a) to pay the Clerk in the sum of £673.60 (Net pay for October and November, plus backdated pay to 1<sup>st</sup> April at revised NJC rate)
- b) to pay HMRC in the sum of £168.40 in respect of payments at item a) above
- c) to pay Cllr R Lea £498.06 for re-imburement of printing costs to Sprintprint in sum of £340, purchase of Union flag from Hampshire Flag Company in sum of £158.06. (Both of these items were agreed in principle at the last meeting)
- d) to pay S.Raby in the sum of £510 for supplying Christmas trees (for 2021 and 2022 as agreed in principle at the last meeting)
- e) to pay Royal British Legion in sum of £28.00 for supplying commemorative wreath
- f) to pay Signs of the Times in sum of £8643.00 for village artwork
- g) to appoint JDH Business Services Ltd auditors as internal auditors for 2022/23 at a fee of £225 plus VAT

**It was noted**

- h) that PKF Littlejohn LLP have been re-appointed as external auditors for the next three years

It was also requested that a note be made in the minutes, thanking Cllr Richard Lea for the work he had put in to the newsletter and organising its printing and distribution.

**8. Planning**

The planning items were noted

**9. Village hall update**

A verbal update was received from Cllr Brown in his role as a Trustee of the Village Hall. The overall financial picture is healthy and the hall is being well used by local community groups and for events

**10. Chain of Office**

IT was agreed that the Chain of office is in need of refurbishment. Specifically, it requires a new ribbon. It also requires updated engraving to include recent chairmen and women on the scrolls. Lastly, it would benefit from a counterweight as pinning it to stay in place is problematic.

It was agreed the Clerk would arrange for the chain to be refurbished within a budget of £500 without further reference to the Council.

**11. Footpaths**

There were no updates on footpath repairs.

**12. Budget and precept**

a) the bank reconciliation was noted

b) the budget v spend summary and draft 2023/24 proposed budget was noted

It was agreed that when deciding the budget and precept that the current cost of living crisis should remain at the forefront of decision making with every effort being made to reduce the precept. It was also noted that the Council was in receipt of CIL money for the 2023/24 financial year. After discussion, consideration and amendments of the proposed budget the final budget agreed was as follows:

**13. Items for next agenda**

Review of Standing orders, financial regulations, risk register, asset register and set terms of reference for internal audit.

**14. Date of next meeting.**

The next meeting will be held at 7.30pm Monday 9<sup>th</sup> January 2023 at the Venue

AGREED BUDGET	
<b>Budget</b>	<b>2023/24</b>
Clerk salary & exp	5000
expenses and mileage	500
Audit/bank charges	650
Subscriptions	500
Insurance	500
ICT website and email fees	750
Meeting expenses	200
Training	500
Newsletter	1000
Burial Ground grant	500
Lengthsman	3000
CIL (Received April & Dec)	11354
Xmas trees and decorations	500
Community projects	5000
Grants for local organisations	5000
Recreation facilities	5000
Contingency	11000
Section 137	750
<b>Total (including CIL)</b>	<b>51704</b>
Bank balance	54539
minus projected spend	13716
Projected year end balance	40823
<b>Proposed budget including CIL</b>	<b>51704</b>
<b>Precept</b>	<b>10881</b>