



**Minutes of the Parish Council meeting held on  
Monday 9<sup>th</sup> October 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, R Lea, P Cocker, Parish Clerk L White.

**1. Apologies for Absence**

Cllr T Hewitt, Cllr A Taylor

Cllr T Brown has resigned from his position and did not attend the meeting. Cllr Brown's resignation was accepted with regret and thanks was given for the many years of brilliant service he has provided. Clerk is to make necessary arrangements with SRBC regarding the vacant position.

**2. Declarations of Interest and Dispensations**

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

**3. Minutes of the last meeting**

It was resolved to sign the minutes of the meeting of 11<sup>th</sup> September 2023 as an accurate record.

**4. Adjournment for Public Participation**

No residents were present but issues had been raised previously as follows:

- A resident asked a question regarding the possibility of a blue heritage sign to be placed on the old Rose and Crown pub which was managed by Executioner Pierpoint. It is now the Elephant Indian restaurant in the village. Clerk to liaise with English Heritage regarding the procedure which would need to be followed and if thought feasible and desirable the owner of the building will need to be consulted.
- An email was received from a member of the public regarding flooding during periods of heavy rain on Smithy Lane near the cycle track. This is to be investigated and reported to Lancashire County Council by Cllr Cocker.

**5. Reports from other meetings**

Cllr Woodcock gave feedback from the SRBC Area Committee meeting held on 25<sup>th</sup> September.

**6. Future Events**

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

Clerk to send Cllr Woodcock's apologies to the meeting of the Chairs of Western Parishes Neighbourhood Forum being held at 2.00pm on the 10<sup>th</sup> October at the Civic Centre.

**7. Off Road Cycle Track**

Cllr Lea has met with the supplier of the steel picnic bench. Upon delivery, three volunteers would be required to help lift the steel bench over the gate to the site. Lead time is 2 weeks. Delivery would be made Monday to Friday. Clerk to inform Cllr Lea when delivery is expected.

**8. Finance**

**It was agreed to pay the following:**

- a) Pay the Clerk L White in sum of £429.80 (net pay for September and August training hours)
- b) Pay the Clerk T Hutchinson in sum of £368.40 (net pay for September hours)
- c) Earth Anchors the sum of £500.40 (for noticeboard outside San Marco).
- d) Currys, All in one wireless inkjet printer for clerk - HP Envy 6032e - £79.99.
- e) Purchase of book – Arnold Baker on local council administration, thirteenth edition £159.99, from Amazon. L White to purchase and claim with valid receipt.

*N.P.L.*  
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- f) Royal British Legion – unknown woman in war silhouette / statue £200 including delivery. Clerk to obtain by end of October or earlier.
- g) Whitehill Direct - £899 excluding VAT. Supply, deliver and install steel picnic table (see above).
- h) Internal audit report was noted and approved.
- i) Statement of governance was noted, signed by Cllr Woodcock and approved.
- j) Statement of accounts was noted, signed by Cllr Woodcock and approved.
- k) The period of public right to view unaudited accounts was set at 11.10.23 to 09.11.23.

**9. Planning**

Applications were reviewed and noted.

**10 List of Events to Approve**

Deferred to next meeting in the absence of Cllr Hewitt.

**11 Newsletter**

Ideas and suggestions were discussed. Copy to be sent to Cllr Lea who will produce a draft and a budget for next meeting.

**12. Footpaths**

Update was provided by Cllr Cocker:

FP11 – First section is complete and a great improvement. Cllr Lea to request a quote from the contractor for the second section for discussion at the next meeting.

FP12 – Cllr Lea to walk the first part and collect photographic evidence of any difficulties to pass to Cllr Cocker who will pass the same to LCC. Cllr Cocker has drafted a letter to the homeowners and this to be revised and sent to them by the Clerk.

FP22 – Cllr Cocker to meet with the contractor to discuss requirements for the first section of this path. Cllr Lea to then obtain quotation for discussion at the next meeting.

FP 24 – Bridge repairs – Cllrs Cocker and Taylor have agreed they can repair this. Cllr Taylor to obtain an estimate for materials to carry out the repair for discussion at the next meeting.

FP27 – Letter was sent to Homeowner regarding the damage. The sign was reinstated, a gate installed and the path widened immediately. Thanks to the homeowner were agreed.

FP30 – Cllr Cocker has cleared it. But there is a 20-30 metre section in danger of collapsing. Cllrs Taylor and Cocker can repair it. Material costs to be obtained by Cllr Taylor for discussion at the next meeting.

Cllr Hayes is to chase up the 12 footpath signs from LCC.

Thanks was given to Cllr Cocker for all his hard work on these footpaths which are an excellent local amenity. An article in the newsletter will hopefully encourage even more use by local residents.

**13. Clerk Update**

All documentation has been provided to the bank and access to our account for the clerk should be imminent.

Support has been provided by Paul Cafferkey, Clerk to Little Hoole Parish Council, in the audit process which is complete. Paul Cafferkey will now support the budgeting process in November to January and advise on producing risk assessments.

**14. Planters in the Village**

The many planters around the village are looking unkempt. Cllr Lea to discuss with Lengthsman Gary our concerns and ascertain his intentions and report back to Council.

**15. Community Garden**

Once the planters have been done, the flower beds in the Trafalgar garden need to be weeded. Cllr Lea to discuss this with the Lengthsman.

**16. Road Safety Posters**

Deferred to next meeting in the absence of Cllr Hewitt.

**17 Speed in the Village**

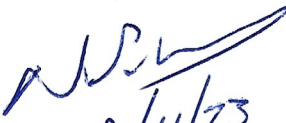
The posters will help and Cllr Lea will include an article about this in the newsletter.

**18. Community Grant Fund**

Cllr Lea will include an appeal in the forthcoming newsletter.

A handwritten signature in blue ink, followed by the date '9/11/23' written vertically.

19. **Grant Application from 1<sup>st</sup> Hoole Scouts**  
Application was reviewed and discussed. It was agreed to pay the requested grant of £270.
20. **Lengthsman**  
Cllr Lea agreed to contact the Lengthsman regarding work which needed doing in the village.
21. **Chain of Office**  
Located with Cllr Woodcock. Refurbishment is required. Clerk to investigate suitable person to carry out this work and try and have it done before the Remembrance Sunday ceremony in Leyland.
22. **Noticeboard at San Marco**  
Noticeboard has been delivered to Cllr Taylor. Cllr Taylor and Cllr Cocker to fix the noticeboard and give the old one to the owner of San Marco.
23. **Public Rights of Way – LCC Local Delivery Scheme 23/24**  
A £500 Lancashire County Council (LCC) grant has been awarded to Much Hoole. A report will be required for 23/24. Cllr Cocker to contact Linda Anderson (Public Rights of Way Officer at LCC) to clarify how and when the 23/24 report should be submitted.
24. **Biodiversity Grant - £300 from LCC**  
Discussed and agreed to claim for the grant from LCC of £300. Clerk to contact Public Rights of Way Officer Linda Anderson to confirm this. We need to discuss at next meeting how we will spend it for maximum benefit.
25. **Items for next agenda**  
Christmas plans, Blue Heritage Plaque, Planters in the village, Community Garden, Road Safety Posters, Lengthsman, Off Road Cycle Track update, Bike Track bench update, Newsletter, Footpath repair costings, Clerk update, Audit, Budget timetable, San Marco noticeboard progress, Chain of Office repair, List of Events to approve. Funds available from LCC, Vacant Councillor position.
26. **Date of next meeting**  
Monday 13<sup>th</sup> November 2023, to be held at the Venue, Liverpool Old Road, Much Hoole, starting at 7.30pm.

  
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