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**Minutes of the Parish Council meeting held on  
13<sup>th</sup> December 2017 at 7.30pm at the  
Methodist Church, School Room, Moss House Lane**

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Present; Cllrs E Houghton (Chairman), M Gelder, R Gelder, N Woodcock, T Brown (part meeting), A Taylor, D Fenton

In attendance R Weaver, Clerk to the Parish Council

**1. Apologies for Absence**

Apologies were received from Cllr Cowburn

**2. Declarations of Interest and Dispensations**

Cllrs Houghton, Taylor and Brown declared an interest in Item 7&8 regarding the Village Hall for which dispensation has been granted

**3. Minutes of the last meeting held on 8<sup>th</sup> November 2017**

**It was resolved** to sign the draft Minutes of the meeting as an accurate record

**4. Adjournment for Public Time**

One member of the public attended to represent the Village Hall trustees' appreciation of Council support for the village hall project. He stated that with the gradual loss of amenities in the village, it was in danger of losing a focal point which gives the village an identity and he felt that the development of the Village Hall was all the more important going forward. He re-iterated the appreciation of Parish Council support and hoped that the support would continue in whatever form the Council felt able to demonstrate it. It was noted that a considerable sum of money had been set aside to support the development of the Hall by the Council and that the Village Hall had benefited from continued support from the Council over many years.

A discussion followed about the progress the Village Hall committee had made towards securing match funding. Figures were not available during the meeting but it was noted that they will be provided to the Council.

**5. Off Road Cycle Track**

There were no issues to report with the cycle track

**6. Finance**

- a) **Setting the Budget and precept for 2018-19** The Clerk presented the current financial position of the Council and identified the predicted balances at year end. Funds in the accounts which had been earmarked for the Village Hall project were separately identified.

The Clerk then presented the previous year's budget as the basis for anticipated spending in 2018-19. It was agreed that the level of grants to the Village Hall and Scout Hut projects had been a one-off and that had been stated clearly in the Newsletter.

A number of small amendments were made to the previous budget to reflect both confirmed and anticipated cost increases. Similarly, some areas where budgets had been underspent were revised downwards. The overall basic budget requirement for the forthcoming year was agreed and a further discussion then followed regarding any additional budget requirements necessary to a) continue support for the Village Hall and b) to fund general improvement projects that would benefit the wider Village. It was agreed that any potential project funding should involve the community in decision making about how it was to be spent.

**A proposal** was put forward that an additional sum of £5,000 be added to the budget to bolster the Village Hall development fund, plus a further £15,000 be included in the budget to support improvement projects that would be identified as beneficial and supported by the wider village community.

An amendment was moved that the original proposal be considered with the £15,000 reduced to a figure of £10,000.

A vote was taken and the amendment was not carried. The Council then voted on the original proposal and it was agreed (although not unanimously)

It was **RESOLVED** therefore that the budget and precept would be as follows:

Proposed draft budget for 2018-19	£24,490
Additional money for Village improvement projects	£15,000
Additional money pledged for Village Hall building fund	£ 5,000
<b>Total agreed budget for 2018-19</b>	<b>£44,490</b>
Less carry forward (excluding Village Hall account)	-£25,137
<b>Total agreed Precept for 2018-19</b>	<b>£19,353</b>

- b) It was **RESOLVED** that all money earmarked for the Village Hall building project be held in either the CCLA Public Sector Deposit Account or the HSBC Village Hall account and therefore be separated from general Council funds. It was **RESOLVED** that at the present time the split between funds lodged in CCLA and HSBC accounts be maintained.
- c) It was **RESOLVED** after consideration of Mr Ian Edwards' experience and qualifications that the Clerk would invite him to undertake future internal audits of the Parish Council. His proposed fee of £100 was acceptable. Cllr M. Gelder agreed to provide audit guidance specific to Councils which Mr Edwards would find useful
- d) It was **RESOLVED** that the Clerk's salary of £250 be paid
- e) It was **RESOLVED** that the Clerk's expenses of £11.25 be paid
- f) It was **RESOLVED** that the invoice of £75 from Mr Dalton for planning work at the Northern Gateway be paid
- g) It was **RESOLVED** that Cllr Richard Gelder be re-imbursed the sum of £20 for plants at Trafalgar Gardens
- h) HSBC Bank require a new mandate to be completed setting out who is authorised to make financial transactions on behalf of the Council.

It was **RESOLVED** that the updated bank mandate should read as follows:

1. The Council requests that the accounts held are continued in its name.
2. Cheques can be paid or acted upon for payment on the signature on behalf of the Council by any TWO of the following:  
Eunice Houghton, Tom Brown, Richard Gelder and Russell Weaver
3. Delivery of any item held on behalf of the Council in safe keeping by the bank can be authorised against the written receipt or instructions of Russell Weaver
4. Russell Weaver as Proper Officer is fully empowered to act on behalf of the Council in any

other transaction with the bank

5. The Council will not undertake internet, telephone or electronic banking
6. The Council agrees to repay any debt without prior agreement in place on demand
7. That Russell Weaver as Proper Officer is authorised to supply the bank with lists of persons authorised to sign, give receipts and act on behalf of the Council and that the Bank may rely on such lists
8. That these arrangements will remain in place until changed by a resolution of the Council certified by the Chairman and Proper Officer
9. That the Council accepts the terms and conditions set out within its agreement with the bank.

Summary of cheques authorised this meeting:

Chq 540	HMRC PAYE re Clerk salary	£50.00
Chq 541	P R Weaver Clerk salary plus £11.25 expenses	£211.25
Chq 542	Mr Dalton Planting Northern Gateway invoice 0511 dated 10.11.17	£75.00
Chq 543	R Gelder Planting Trafalgar Gardens Newgate Receipt dated 03.11.17	£20.00

**7. Much Hoole Village Hall**

The Council noted a written report detailing progress on the completion of the Scout Hut And progress towards the funding and building of a new Village Hall

**8. Christmas Trees**

It was **RESOLVED** to pay Mr Dalton the sum of £160 for the Village Christmas Trees subject to him submitting an invoice to the Clerk

**9. Grass cutting**

It was agreed that due to the season, this need not appear on the agenda again until February

Cllr Brown had to leave the meeting at this point

**10. Trafalgar Gardens**

Cllr R Gelder reported that the area may well benefit from trees and he was awaiting a reply from SRBC regarding the grants available (See also agenda item 13)

**11. Planning Applications**

The planning applications were noted

**12. Training**

It was noted that training places have been booked and no further items of training were Highlighted

**13. Tree Funding**

This item had been covered at item 10.

**14. Local meeting reports**

The Chair presented her report from the LALC AGM held on 18<sup>th</sup> November 2017

**15. The date of the next meeting was set for Wednesday 10<sup>th</sup> January 2018 at 7.30pm**