



**Minutes of the Annual Parish Council meeting held on
15th May 2019 at 7.30pm at the
Methodist Church, School Room, Moss House Lane**

Present; Cllrs a Taylor N Woodcock, K.Hayes,.E.Houghton C Hewitt, T Hewitt, R.Lea
R. Weaver, Clerk to the Council

1. Election of Chairman

Cllr Alan Taylor was elected as Chairman and signed the declaration of office

2. Election of Vice-Chairman

Cllr Woodcock was elected as Vice Chairman

3. Election of representatives at South Ribble Area Committees

Cllrs Houghton and Hayes were nominated

4. Apologies for Absence

Cllr Brown due to illness

5. Declarations of Interest and Dispensations

- All Cllrs present signed declarations of acceptance of office and acceptance to abide by code of conduct.
- The code of conduct, financial regulations and standing orders were provided to new Cllrs
- Registration of interest forms were handed to all Councillors to be completed and returned to the Clerk in time for submission to SRBC by 30th May 2019
- Election spending return forms were handed to all Cllrs to be completed and returned directly to SRBC by 30th May 2019
- Cllr Houghton declared an interest in item 8 as a member of the Church Parochial Council. Cllr Houghton declared an interest in item 13 as a Village Hall trustee. Cllr Taylor declared an interest in item 13 as a Village Hall trustee
- No written dispensations were requested
- Verbal dispensations from the Clerk were given to Cllrs Houghton and Taylor in respect of item 13.

6. Minutes of the last meeting

It was resolved to sign the Minutes of the meeting of 10th April 2019 as an accurate record.

17. Training (This item was taken out of sequence)

It was **resolved** to place Cllrs C.Hewitt, T.Hewitt and R.Lea on New Cllr courses which are likely to be available in August.

7. Adjournment for Public Participation

Two members of the public were present. Mrs Gelder attended to report back to the Council on discussions she had been involved in as a former Councillor in respect of drainage work on the Trafalgar Gardens and 5-a-side pitches She described how the ground can be levelled, the area re-seeded and tree stumps removed. Work is ongoing with SRBC to trace the path of drainage pipes to a ditch that appear to be blocked, which is likely to be causing much of the flooding.

The Council wished to note that Cllrs Richard and Marion Gelder had spent many years involved in the Village and the Parish Council and although no longer members of the Council, a vote of thanks for their service should be recorded in the minutes.

8. Application for Grant from the Parish Council

Cllr Houghton left the room while voting took place for this item.

It was **Resolved** to provide a grant of £500 to the upkeep of the Church burial ground.

9. Cycle track

It was reported that the cycle track has been inspected in accordance with the inspection schedule. A small amount of litter was removed and some wear on the track noted which is due for imminent attention. However, the track remains safe for use.

10. Finance

It was **resolved** to authorise the following payments:

- a) Cheque 318 £80 to John Banister Mowing cycle track and boundary marker post
- b) Cheque 319 £487.41 Community First Annual insurance premium
- c) A summary of cheques over £100 issued in 2018-19 was **noted**
- d) The end of year bank reconciliation was **noted**
- e) It was **resolved** to accept the internal audit report and also **resolved** to issue cheque 320 to internal auditor Ian Edwards for professional services completing the audit.
- f) It was **resolved** to accept the statement of governance AGAR Section 1 and it was signed by the Chairman
- g) It was **resolved** to accept the statement of accounts AGAR section 2 and it was signed by the Chairman
- h) It was **resolved** to accept the statement of differences return
- i) It was **resolved** to set the period of public inspection of accounts as 17th June to 26th July 2019

11. Community led project update

The situation regarding the wet ground on Trafalgar Gardens had been discussed during public time and a quote to carry out the remedial work to fix it had been received for £2,200 plus VAT. **It was resolved** that the work should proceed in accordance with the quotation.

It was noted that concrete bases had been put in place at several locations to mount the planters which were due to be in place by the end of the week so that planting can commence.

12. CIL Money

The Clerk will investigate the CIL spending criteria and determine whether some or all of the money for the Trafalgar gardens should be drawn from the CIL money

13. Village Hall update

Councillor Taylor provided a short update to the effect that the Quantity Surveyor will have bills of quantities available by the end of June and tenders will be invited and considered by mid July. Subject to viability of tenders in respect of the available budget, work is expected to commence in the first week of August.

14. Planning issues

There were no planning issues relevant to Much Hoole.

15. Lengthsman

Cllr Woodcock reported that he had acted as one of a small working group assessing applications for the post of Lengthsman. After considering anonymised application forms, two candidates were shortlisted, both of whom had since been seen personally. Both were excellent candidates but the recommendation of the working group was to appoint Gary McKenna.

It was **resolved** to appoint Gary McKenna as the Lengthsman to start on 1st June 2019

The Clerk will draw up contracts, risk assessments and initial tasks.

(Cllr Lea had to leave the meeting at this point.)

16. Local Meetings

It was resolved that Cllr Houghton will attend the forthcoming LALC conference on 15th June 2019.

17. Training

(This item was dealt with earlier)

18. Items for the next agenda

Additional bins, Traffic calming, Village Welcome signs, Banking arrangements

23. Next meeting

7.30pm Wednesday 12th June 2019 at Methodist Hall, Moss House Lane.