

Minutes of the Little Hoole Parish Council Meeting

held on Monday 10th June 2024, at Walmer Bridge Village Hall

In attendance: Cllrs L Dryden (Chair), J Rainsbury, S Rainsbury, S Evald, T Wilcock, P Ashby, D Owen, Mr P Cafferkey (Clerk & Responsible Financial Officer); and three members of the public.

1. **Apologies for absence:** Not applicable
2. **To agree the minutes of the last Parish Council mtg held on 13th May 2024:**
The minutes of the Parish Council meeting and the Annual Meeting of the Parish Council, held on 13th May 2024, were both accepted as a true record and agreed unanimously.
3. **To receive declarations of interest:** None.
4. **Matters arising from the minutes of last meeting:** None.
5. **Public Time - matters raised by members of the public:** The hedge outside Little Hoole School was reported as encroaching on the footpath.

Representatives of Little Hoole School PTA enquired about the possibility of the Parish Council providing a grant or match funding towards the removal of the old markings on the school playgrounds and the provision of new markings on the playgrounds to help with sport and play e.g. netball and football markings, a compass etc.

6. **Planning Applications:**

- a) 07/2024/00317/HOH, 34 Hall Carr Lane, PR4 5JJ, Single storey rear extension and raising of ridge height to existing single storey flat roof.

The planning application was noted and **it was resolved** that no representation would be made.

7. **To approve payments transacted through the bank for May 2024:**

Current a/c May 2024			
Date	Payee	£	Description
01-May-24	Direct Debit (GOCARDLESS)	36.96	Monthly website fee
03-May-24	SOUTH RIBBLE BC	-21,030.00	Precept Income 202425
20-May-24	B/P to: LALC	450.66	NALC/LALC annual subscription
20-May-24	B/P to: Paul Cafferkey	2.00	Clerk's expenses tax mth 2
20-May-24	B/P to: Paul Cafferkey	148.83	Clerk's salary tax mth 2
24-May-24	Direct Debit (ICO)	35.00	Information Commissioner annual fee
24-May-24	B/P to: Zurich	396.00	Parish Council annual insurance

29-May-24	B/P to: McCluskey Window	25.00	Cleaning of bus shelters
Instant Access a/c May 2024			
Nil transactions			

It was resolved that the above transactions be approved.

8. **Payments for approval: It was resolved** that the Clerk's claim for May 2024 of 19.73 hours and expenses of £1.50 be approved.
9. **Payments approved by email or pre-approved and retrospectively noted:**
 - a) **It was resolved** that £100 Parish Council funds, as previously approved by email, be added to the approved Bio Diversity scheme.
 - b) **It was resolved** to approve retrospectively payment for the cleaning of bus shelters, £25.00 (no VAT).
10. The Clerk gave a brief outline of the Internal Audit report for 2023-24 and the fact that it gave the Parish Council a "clean bill of health". **It was resolved** that the internal audit report be accepted.
11. **To approve the Parish Council's AGAR (Annual Governance & Accounting Return) for 2023-24:** The Parish Council agreed to the Clerk's advice regarding the Annual Governance Statement 2023-24 and the Accounting Statement for 2023-24. **It was resolved** that both these documents be approved and they were both duly signed by the Clerk and the Chair.
12. **Dates for the exercise of public rights for the inspection of accounts and supporting records. It was resolved** that the dates be set at Monday 17th June 2024 to Friday 26th July 2024 (inclusive).
13. **To approve financial statement as at 31 May 2024.** The Clerk presented the financial statement as at 31st May 2024. At this early stage in the year there are no actual or anticipated abnormal items of expenditure. Little Hoole Parish Council is, therefore, expected to end the financial year within budget. **It was resolved** that the financial statement be approved.
14. **Annual Parish Council insurance renewal.** The Clerk reported that he had renewed the annual parish council insurance with Zurich Insurance as from 1st June 2024 at a cost of £396.00 for the year. The next lowest quote was £794.00 and a third company had withdrawn from the process as they could not match the council's existing insurance company's quote. The insurance renewal was noted by the council.
15. **To approve the Parish Council's Asset Register as at 31 March 2024.** The Clerk presented the updated asset register as at 31 March 2024. **It was resolved** that the asset register, as presented, be approved. The asset register was duly signed by the Clerk and the Chair.



16. **Parish Council newsletter- update:** No update at this stage
17. **Proposal for the purchase of a pump for the pond at Old Mill Court:** At the May meeting a proposal had been put forward by Cllr Dryden that the Parish Council would fund a fountain (pump) for the pond at Old Mill Court (Walmer Bridge) in order to improve the aeration, water quality and appearance of the pond for the benefit of the residents of Old Mill Court and the community generally. The cost (including purchase of a Life Buoy) is £2,912.50. It was agreed at the May meeting that the funding would be agreed on the proviso that further assurances be sought from Progress Housing that the pond would not be filled in at some future date. Cllr Dryden had previously circulated a letter from Progress Housing providing the necessary assurance. **It was resolved**, therefore, that the proposal to purchase a pump and lifebuoy at a cost of £2,912.50 be approved.
18. **Summer Activity Programme – Update:** Cllr Wilcock confirmed that all the necessary paperwork had been submitted to South Ribble Borough Council. The summer activities will take place on Thursdays 1st, 8th, 15th and 22nd August on Dob Lane Recreation Park. However, Cllr Wilcock reported that she was having difficulty getting any response from the provider of the bouncy castles (Bouncelona) to confirm their commitment.
19. **To discuss PRoW and Bio Diversity grant application to LCC. It was resolved** that an application would be submitted to Lancashire County Council. Cllr Evald reported that the last Bio Diversity grant of £300 had recently been spent on a workshop with children at Little Hoole Primary School, building insect hotels. The workshop had been greatly enjoyed by the children.
20. **Information and Updates:** This item is purposefully not recorded; it is to allow councillors a short time to discuss any matters that might result in a future agenda item. No financial or legal decisions are made.
21. **Date & Time of Next Meeting:** It was agreed that the next meeting is to be held on the 8th July, 2024, 7.00pm, Walmer Bridge Village Hall. Cllrs J Rainsbury and S Rainsbury gave their apologies in advance.

Approved as a correct record: Laurence Dryden – Chair – 8 July 2024

