**Minutes of the Little Hoole Parish Council Meeting**

**held on Monday 13/03/2023, at Walmer Bridge Village Hall**

**In attendance:**

Cllrs L Dryden (Chair), D Owen, J Rainsbury, T Wilcock, C Foster,
Mr P Cafferkey (Clerk & Responsible Financial Officer); and one member of the public.

1. **Apologies for absence**
Cllrs D Rimmer & S Rainsbury
2. **To agree the minutes of the last Parish Council mtg held on 13th Feb 2023**
The minutes of the Parish Council meeting held on 13/02/2023 were accepted as a true record and agreed unanimously.
3. **To receive declarations of interest** - None
4. **Matters arising from the minutes***Road sign for Gill Lane (junction of Gill Lane and A59) –* Cllr Dryden has spoken to South Ribble Borough Council (SRBC), a new sign is expected next month. Additionally, Cllr Dryden has reported the lamp post which has been knocked over at the top of Gill Lane and an update is awaited. *Flooding to road & pavement* near bus stop at Walmer Bridge Inn – LCC have agreed to come and inspect and this will be followed up if nothing is heard in the near future.
*King’s Coronation & Walmer Bridge Village Hall (WBVH)* – there was no progress to report from WBVH regarding the Parish Council’s offer to the Village Hall Committee to discuss potential ideas to celebrate the King’s Coronation in May 2023.
5. **Public Time - matters raised by member of public**The meeting was adjourned for public participation. One member of the public was in attendance and raised the following matter:*Road Cones Outside Little Hoole Primary School –* it was reported that the road cones and sandwich boards used to prevent parking at school drop off and pick up times were no longer being put out. Cllr Owen, who is also a governor at the school, agreed to raise the matter with the school. The faded no parking zig zags road markings outside the school, to prevent parking, were also discussed. It was agreed the parish council would raise this matter with Lancashire County Council (LCC).
6. **Application for grant monies from Hoole Bowling Club**At its last meeting the council deferred a decision to award a grant of £1,310.40 to equip the bowling club with junior crown green bowls & jacks, so that children and young people in the area can receive training and experience the sport. The decision was deferred pending confirmation that Little Hoole Primary School would be interested in taking part in this venture. It was also agreed that the bowling club would provide the approximate number of its members that lived in Little Hoole. Provided these two requirements were fulfilled the council had previously resolved to award the grant by agreement of councillors via email.

Since the last meeting the bowling club had provided confirmation that Little Hoole Primary School would be interested in taking part in junior bowls as part of their sporting curriculum. The bowling club had also submitted the number of its members that lived in Little Hoole. Following submission of the required information all councillors had agreed, via email, to award the grant. The Clerk confirmed that the grant had been paid.
7. **Planning Applications**
* 07/2023/00067/HOH, 67 Hall Carr Lane, First floor infill rear extension and single storey rear extension.
* 07/2022/00268/PDTEL, Telecommunications Mast Hall Carr Farm Hall Carr lane
* 07/2023/00062/OUT, Land Adjacent To Langdale Brook Lane Little Hoole, Outline application for up to 2 dwellings (all matters reserved) Resubmission of planning permission reference 07/2020/00295/OUT
* 07/2023/00042/DIS, Sherwood Station Road Little Hoole, Discharge of conditions 6, 8, 9 and 10 pursuant to planning permission 07/2022/00614/FUL for erection of replacement dwelling
* 07/2023/00128/DIS, Balls Farm Brook Lane Little Hoole PR4 5JB, Application to Discharge Condition Nos. 7 (RAM Method Statement) and 9 (Enhancement Plan) of planning permission 07/2022/00797/FUL
* 07/2022/00971/HOH, Banks Cottage Barn Dob Lane, Extension to the rear (west) of granny annex, erection of detached garage/store to the rear of the main dwelling following demolition of existing outbuilding
* Update Re Proposed Carver Hey Development – it was reported that the proposed outline development had been withdrawn.

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

1. **To approve payments transacted through the bank Feb 2023**

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| **Current a/c Feb 2023** |
| 1-Feb-23 |  £ 11.00  | Walmer Bridge Village Hall | Lounge rental Nov Parish Council Mtg |
| 1-Feb-23 |  £ 54.11  | HMRC | Tax for Sept 2022 |
| 1-Feb-23 |  £ 27.60  | Easywebsites | Monthly subscription |
| 9-Feb-23 |  £ 39.28  | HMRC | Tax for Nov 2022 |
| 9-Feb-23 |  £ 39.08  | HMRC | Tax for Oct 2022 |
| 28-Feb-23 |  £ 91.89  | Clerk | Expenses for Sept 2022 to Jan 2023 |
| 28-Feb-23 |  £ 216.51  | Clerk | Net Pay for Sept 2022 |
| 28-Feb-23 |  £ 156.21  | Clerk | Net pay for Nov 2022 |
| 28-Feb-23 |  £ 1,275.36  | Lancashire County Council | Installation of Notice Boards |
| 28-Feb-23 |  £ 95.31  | Clerk | Net Pay for Dec 2022 |
| 28-Feb-23 |  £ 156.26  | Clerk | Net Pay for Oct 2022 |
| 28-Feb-23 |  £ 1,310.40  | Hoole Bowling Club | Grant  |
| 28-Feb-23 |  £ 136.03  | Clerk | Net Pay for Jan 2023 |

**It was resolved** that the above payments be approved.

1. **Payments for approval**

**It was resolved** that the Clerk’s claim for Feb 2023 of 12.76 hours (gross pay of £191.66) be approved**.**

1. **Payments approved by email or pre-approved and retrospectively noted**
	* grant to Hoole Bowling Club £1,310.40, see also section 6.
	**It was resolved** that the above payment be approved.
2. **Financial Statement as at 31/02/2023**A detailed financial statement was presented to the Parish Council showing the following balances as at 28 Feb 2023:
 current account balance of £42,967.76.
 deposit account balance of £18,721.02
The statement also showed an estimated closing balance as at 31 March 2023 of:
 current account balance of £42,452.52
 deposit account balance of £18,781.02  **It was resolved** that the financial statement be approved.
3. **Confirmation of Receipt of Finalised Financial Regulations**
All councillors present confirmed they had received their copy of the finalised Financial Regulations.
4. **Update Re Elections**It was agreed that the Clerk would pick up the nomination papers from SRBC for the forthcoming Parish Council Election (to be held on 4th May 2023) and distribute to the current councillors. Councillors agreed they would individually take responsibility for submitting their own nomination papers to SRBC.
5. **Contract for Lengthsman**

Cllr Dryden had been in discussion with the contractor and it was felt that the current contractor was not in a position to fulfil the contract. The contractor had, however, confirmed that he was happy to plant flowers in the village for the forthcoming summer (2023). **It was resolved**, therefore, that;

* the current contractor would be requested to undertake planting for the coming summer (2023); after which
* the current lengthsman contract would be cancelled; and
* advertising would take place in summer 2023 for a new contractor to undertake future planting.
1. **Update re Defibrillator**Carol Bimson from the WBVH committee had approached the Parish Council to purchase replacement parts for one of the defibrillators in the village. Previously the Parish Council has agreed to fund replacement parts or replacement defibrillators as required.
**It was resolved** that the council would fund the requested replacement parts (battery and pads) at a cost of £324.00 (includes VAT of £54.00).
2. **Bus Shelters**Cllr Dryden and an officer from SRBC had inspected the bus shelters, and found them to be in poor condition. SRBC are to report back to the Parish Council as to what budget they have available to improve/replace the bus shelters.
3. **Appointment of Internal Auditor.**The Clerk reported that the previous Internal Auditor had retired and so he had sought quotes for the internal audit of the Parish Council for the year ending 31 March 2023. Five quotes had been asked for, but only two had submitted prices, the other three companies had existing commitments which meant they could not take on any further work. Of the two quotes received Account-ant Yorkshire Ltd was the cheapest (£250.00). The Clerk recommended this quote be accepted.
**It was resolved that** Account-ant Yorkshire Ltd be appointed as the internal auditor of the council for the year ending 31 March 2023.
4. **Asset Register**The Asset Register was reviewed. It was noted that the SPiD was not on the register.
**It was resolved** that the old notice boards would be written off and replaced on the asset register by the newly purchased notice boards. And, the SPiD was to be added to the register.
5. **Update re VAT Claim to HRMC**The Clerk informed the meeting that the VAT claim for 2021-22 was still outstanding but that it would be completed at the same time as the claim for 2022-23. This was noted by the council.
6. **Future Projects**
	* *Diamond Jubilee Tree:* no update
	* *Circular Planters* no update
	* *CIL monies:* no update
	* *Feature to Entrance to Dob Lane Park:* Cllr Wilcock agreed to contact SRBC (as owners of the park) to seek initial agreement for the Parish Council to progress a feature to the entrance of the park.
	* *Refresh/Refurbishment of Bridge* over the Brook (next to Walmer Bridge Inn): no update
	* *Wild Flowers, Dob Lane Park (new project):* **It was resolved** that the council would approach SRBC to establish if they could plant wild flowers in the area on the strip of land to the left as you go through the entrance gate.
7. **Correspondence -** None
8. **Date & Time of Next Meeting**
The next meeting will be held on 10th April 2023, in the lounge at Walmer Bridge Village Hall, starting at 7pm.