



DRAFT Minutes of Much Hoole Parish Council meeting held on Monday 10th November 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Much Hoole.

Present: Cllrs K. Hayes (Chair), A. Taylor, R. Lea, P. Cocker, E. Jackson, T. Hewitt, and Clerk Miss A. Evans

1. Apologies for Absence

Cllrs P. Fox and E. Houghton

2. Declaration of Interests and Dispensations

Cllr A. Taylor declared a non-pecuniary interest in agenda item 7.

3. Minutes of the previous Meeting

It was resolved that the minutes of the MHPC meetings held on 13th October 2025 were agreed to be a true and accurate record. Proposed by Cllr E. Jackson, seconded by Cllr T. Hewitt and agreed unanimously. The Chair signed the minutes.

4. Public Time

None present.

5. Correspondence from members of the public.

Two emails were received. The first was regarding flooding on Smithy Lane/Town Lane and was discussed under item 13c of the agenda. A second email was received requesting assistance in getting a road designated as unsuitable for HGVs. It was agreed the Clerk would reach out to the member of the public with LCC Highways teams details, as this issue is not within the parish council's control.

6. Reports from other meetings and information on future events

- Council noted Cllrs R. Leas report on the neighbourhood forum, which he attended on the 30th October. Cllr R. Lea asked the council if we could invite the SRBC councillor to a meeting in the new year, this was agreed but to confirm whether their attendance is to speak or observe. Cllr R. Lea also brought the Lancashire's best kept village competition to the councils' attention and informed the council that New Longton had won the award for best kept large village. It was agreed to include this on the January agenda to consider entering next year.
- Cllr R. Lea informed council of his attendance at the annual Lancashire Parish and Town Council Conference. He reported that 62 orchards and 28 micro forests have been planted across the county in the past two years, including the one in Much Hoole, planted by the parish council. He also noted that the Police and Crime Commissioner presented his priorities, with a focus on tackling the sexual exploitation of women and children.
- The Council also noted that the parish council was represented at the church/villages memorial service on Sunday 9th November for Remembrance day by several Councilors and that Cllr Hayes had laid a wreath.
- Council noted the Crowdfund Lancashire's Spring 2026 funding scheme and it was agreed to include this on the January 2026 agenda as the deadline is February 2026.

7. Village Hall

The Council noted Cllr A. Taylors' report on the Village Hall. The hall remains busy and Pickleball is bring played at All Hallows in Penwortham on Tuesdays for the winter. The annual Christmas Market takes place on the 6th December 2025 between 1-5pm.

8. Off Road Cycle Track

- Council noted that there was a lot of litter left during the school half-term period and burnt items were in the bin.
- Cllr T. Hewitt informed the council that the maintenance repairs to the bottom banking had been completed on Saturday 8th November. It was agreed to add photographs of the work to the news section of the MHPC website.

9. Finance

- It was resolved** to sign off the Bank reconciliation for the month of October 2025, signed by Cllr T. Hewitt and unanimously agreed.
- Council noted all payments and receipts made from the bank account for October 2025, as set out in Appendix A of these minutes.
- It was resolved** to authorise the following payments to be made in November, proposed by Cllr R. Lea, seconded by Cllr P. Cocker, and unanimously agreed:

| No. | Inv Date | Payee Name | Value | Description of goods |
|-----|----------|-------------------|---------|---|
| 1. | 10/2025 | Amy Evans (Clerk) | £517.81 | Clerks October salary |
| 2. | 10/2025 | Amy Evans (Clerk) | £5.00 | Clerks October reimbursement for PAYG SIM for Clerks number |

| | | | | |
|----|------------|---------------------------------------|---------|---|
| 3. | 10/2025 | Amy Evans (Clerk) | £20.77 | Clerks October reimbursement for printer ink |
| 4. | 10/2025 | Harry Jackson (Village Lengthsman) | £287.22 | October invoice |
| 5. | 10/2025 | Royal British Legion | £20.00 | Poppy wreath for Remembrance Day |
| 6. | 20/10/2025 | Preston City Council | £225.00 | Newsletter printing (up to £230) – <i>expenditure agreed July 2025. Retrospective payment approval.</i> |

10. Budget & Precept for 2026-27

The Clerk presented the council with a draft budget for consideration. The budget headings remain like the current year with the addition of the Much Hoole Village Calendar. The Council discussed potential community projects for the next year, including a regular activity throughout the summer holiday for children like a Climbing Wall at the playground. However, it was noted that work to refurbish and repair the playground at the Trafalgar Garden remains outstanding so it was agreed that Cllr R. Lea will take photos and the Clerk will send these with a letter to SRBC appealing for the refurbishment to be carried out as a matter of urgency.

11. Clerk updates & information

- Council noted the VAT refund submitted by the Clerk in the amount of £1306.96 for the year 2024-25.
- Council noted the receipt of CIL income in the amount of £6,266.30.
- It was resolved** to approve the retrospective cost of budget training for the clerk in the amount of £35.00. This was proposed by the Chair, seconded by Cllr R. Lea, and unanimously agreed.
- It was resolved** to approve the new councillor training for Cllr P. Fox in the amount of £35.00. This was proposed by the Chair, seconded by Cllr R. Lea, and unanimously agreed.

12. Appointment of Internal Auditor for the 2025-26 Financial Year Audit

It was resolved to approve the appointment of Amanda Partington as the Internal Auditor for the 2025–26 financial year, at a cost of £150.00. This was proposed by Cllr T. Hewitt, seconded by Cllr R. Lea, and unanimously agreed.

13. Footpaths & Gardens

- Cllr P. Cocker reported that he has chased an update from LCC on FP11 and FP18 but that no response had been received. Additionally, the village lengthsman is working through a to-do list of footpath work. Council noted the update.
- Cllr A. Taylor reported on the additional groundworks on FP11 and informed council that he has spoken to the contractor who advised that work has not been completed yet due to the bad weather. Council noted that the adjacent owner is going to remove the gate on the footpath.
- An enquiry from a member of the public was received regarding flooding in the drains/gullies on Smithy Lane and Town Lane. Cllr P. Cocker reported that he has not seen any flooding on these roads but that the leaves have caused the drains to fill. Council discussed the recent amount of rainfall and that the drains appear to be better than last year. Cllr R. Lea informed the council that he had tried to contact the member of the public to discuss this further but has not received a response yet so will share an update and get further clarification on the specific drain area and report back.

14. Grants

- The council considered the grant application from the Friends of Hoole St Michaels Primary School in the amount of £500+VAT for a theatre group pantomime performance. Cllr R. Lea reported that he had met with the headteacher, obtained an invoice, and confirmed they are looking to use saved funds on a school library, hence the grant application for the pantomime. Upon further discussion, the council agreed to reject the current grant application and request a new grant application be submitted for the library work, as this would be a more appropriate use of the grant. The Clerk will inform the applicant.
- It was resolved** to approve the grant application from Hoole Village Memorial Hall in the amount of £160.80 to keep the defibrillator operational. This was proposed by Cllr E. Jackson, seconded by the Chair, and unanimously agreed.

15. Speed Indicator Displays

- The Clerk reported on discussions with LCC regarding solar powered panels for SPIDS and that there is no legal requirement to move the location. Council noted this and discussed the idea of moving SPIDS between various locations but to defer discussing proposed locations for SPID posts and arrangements for resident consultation until the January meeting.

16. New Bus shelter for Liverpool Old Road

- The council considered the quote from Trueform in the amount of £9,221.22. The Clerk informed council that an email has been sent requesting a quote for 2 bus shelters to see if there is a discount and it was agreed to wait until that response has been received and to put this on the Agenda for the December meeting.

- b) The Clerk informed council that the shelter supplier – Trueform, has confirmed the traffic management is within the current quote and if it requires two-way traffic lights, the cost is estimated at £790.00 for a set of two-way traffic lights but that this is unlikely. The Clerk confirmed that this information has been sent to LCC traffic management team and a response is awaited. Council noted the update.

17. Much Hoole Village Calendar 2026

- a) **It was resolved** to approve Cllr R. Lea's proposals on the format of the calendar, photos, and photo captions. Cllr R. Lea reported that all 12 pages are sponsored by local businesses. The Council expressed its appreciation and thanks to Cllr R. Lea for his time and effort in producing the Much Hoole Calendar.
- b) **It was resolved** to approve the net cost of design and printing of 500 calendars in the amount of £201.70. This was proposed by the Chair, seconded by Cllr T. Hewitt, and unanimously agreed.
- c) **It was resolved** to approve Cllr R. Lea's proposals regarding distribution of the calendars as follows: Each of the 12 sponsors get 25 copies each, 100 copies will be provided to the Hoole Village Memorial Hall (HVMH), 25 to St Michaels Church, 25 to the 2 local schools, 10 to the scouts and 10 to the people who supplied the photographs. The Chair proposed the details of purchasing be made available on the Much Hoole Village Facebook. Additionally, Cllr T. Hewitt proposed that 5 spare calendars be included in a competition for residents to submit photographs for the 2027 Much Hoole Village Calendar, with the winners receiving a free copy of the 2026 calendar. Both proposals were unanimously agreed.

18. Much Hoole business directory of services & suppliers

Cllr R. Lea reported that 35 local businesses have been listed so far in the draft directory and that he has requested a quote from PCC's graphic designer for the design work which he will report at the December meeting.

19. Fallen Soldiers Plaques

Council unanimously agreed that as the spend for the plaques, has been previously agreed an order can be placed and we should take this item off the agenda until all the locations for placement have been confirmed.

20. A59 crossing

Council noted that Cllr T. Hewitt will send the email from LCC to the Chair so that a response can be drafted.

21. Nomination for King's Award for Voluntary service

It was resolved to approve the submission of the nomination form and the two supporting letters nominating HVMH for the Kings Award and for the Chair to submit this on behalf of the parish council. This was proposed by Cllr E. Jackson, seconded by Cllr P. Cocker, and unanimously agreed.

22. Christmas Trees

It was resolved to approve the cost of two large Christmas trees for the Village Hall and the Trafalgar Garden in the amount of £350.00, as verbally quoted. This was proposed by Cllr T. Hewitt, seconded by the Chair, and unanimously agreed. Cllr R. Lea informed the council that he had purchased a rechargeable unit, 6 batteries and 1000 LED lights for the Christmas tree at Trafalgar Garden and to add the £70.00 expense to the December agenda. The Council noted this. Additionally, Cllr T. Hewitt informed the council that a resident had emailed in last year offering her help with putting the Christmas tree lights on the outdoor tree at HVMH. She will contact the resident to confirm if she is still interested. The Clerk advised a risk assessment will need to be carried out beforehand.

23. Planning

07/2025/00702/FUL. Field Off Carr Lane (located To South-west of Birch House) Carr Lane Much Hoole Preston Lancashire PR4 4TH. Application for change of use to equestrian field for up to 2 horses with stables, hard standing area, tack room, storage room, menage/paddock, parking area and associated works.

07/2025/00824/NOT. Liverpool Road Much Hoole Lancashire PR4 4RF. New 12m Light Wooden Carrier Type Pole

Council noted both applications and have no comment to make.

24. Items for next agenda

Approval of Budget and Precept for 2026/27

Christmas Lights

Replacement bus shelter quotes

Much Hoole Village Calendar

25. Date of the next meeting

It was unanimously agreed that the next meeting would be held on Monday 1st December 2025 at The Lodge at St Michaels and All Angels Church, Liverpool Old Road, PR4 5JQ. The meeting closed at 20:55pm

Appendix A – Payments and receipts for October 2025

| Date | Recipient | Amount | For |
|--------------|------------------------------|---------------|---------------------------------|
| 01/10/2025 | Easywebsites | 64.68 | Web/Email hosting |
| 06/10/2025 | B/P to: Preston City Council | 76.22 | Printing Map & posters |
| 08/10/2025 | B/P to: Harry Jackson | 217.00 | Cycle track rails invoice |
| 17/10/2025 | B/P to: Amy Evans | 32.82 | Clerks September reimbursements |
| 17/10/2025 | B/P to: Amy Evans | 324.01 | Clerks September salary |
| 31/10/2025 | Service charge | 6.00 | Service charge |
| Total | | 720.73 | |