



DRAFT Minutes of Much Hoole Parish Council meeting held on Monday 14th July 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Much Hoole.

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

1. Apologies for Absence

Cllr T. Hewitt

2. Declaration of Interests and Dispensations:

Cllrs A. Taylor and E. Houghton declared a non-pecuniary interest in agenda item 7.

3. Minutes of the previous Meeting

It was resolved that the minutes of the MHPC meeting held on the 9th of June 2025 were agreed to be a true and accurate record. Proposed by Cllr A. Taylor, seconded by Cllr R. Lea and agreed unanimously. The Chair Cllr K. Hayes signed the minutes.

4. Public Time

Public Participation: one member of the public was present to observe and another resident attended the meeting to express their interest in the councillor vacancy. Following discussion, the resident withdrew their application.

5. Correspondence from members of the public.

Eight items of correspondence were reported by the Clerk to the Council.

Item 1 (Resident 1): One email with concerns for footpath down Moss House Lane (dated 26/06/2025). Cllr R. Lea informed the council that he is meeting him on site on 15/07/2025 to discuss concerns, council noted the update.

Item 2 (Resident 2): One email re: planning application appeal dismissal (dated 02/07/2025). Council acknowledged and noted the update.

Item 3 (Resident 3): A relative of a resident sent one email re: appreciation of the Cycle pump track (dated 08/07/2025). Council acknowledged the email expressing its appreciation for the positive feedback.

Item 4 (Resident 4): Sent five emails as follows:

- Email 1: Many queries in relation to the draft June minutes (dated 24/06/2025)
- Email 2: Request for an amended FOI response (dated 11/07/2025)
- Email 3: Request for Clerk to update declaration of interests on the Council's website (dated 12/07/2025).
- Email 4: Request for several items for discussion to be added to the July Council agenda (dated 13/07/2025)
- Email 5: Recommendation that the Clerk should resign (dated 14/07/2025)

Due to the number and detail of queries raised at short notice by resident 4, the Chair, Cllr K. Hayes, suggested that the Clerk responds to the emails directly and offered her assistance in preparing the response alongside Cllr R. Lea. This was formally proposed by Cllr. E Houghton, seconded by Cllr A. Taylor and unanimously agreed.

Regarding email 4, due to the personal nature of the first two points in that email, Council agreed not to discuss. However, the resident again queried the removal of conifers near the new housing development on Town Lane and the Clerk confirmed there was no Tree Preservation Order there. The matter falls outside the Parish Council's remit. It was also agreed that due to concerns raised by the resident regarding speeding down Smithy Lane, the Clerk should obtain a quote for a SPID (Solar Powered Intelligent Display).

6. Reports from other meetings and information on future events

Cllr P Cocker proposed providing the details of the Central Lancashire Local Plan to the Much Hoole Village Facebook admins to put the information on Facebook and inform residents.

7. Village Hall

The Council noted Cllr A. Taylors' report on the Village Hall for the past month. The Village Hall recently held their AGM, which went very well. Finances are in a good position and they continue to make a surplus, re-investing in infrastructure such as solar panels and power storage batteries, a new pavilion, and a multi-use games area, which includes tennis and pickleball. All other activities remain busy and the hall is well used.

8. Off Road Cycle Track

- a) The Clerk confirmed the recent inspection report received by email, confirming the track is in good condition. Their first visit was litter free and on their second visit young bike riders helped to clear the litter. Cllr R Lea informed council that the village lengthsman had mowed the grass very well and picked up litter too.

- b) Council considered the quote for an additional refuse bin on the cycle track in the amount of £340.00. Cllr K Hayes proposed monitoring the track for litter for now and revisit the need and quote in the future. This was agreed.
- c) Council considered the village lengthsman's quote for replacement timber rails at the cycle track in the amount of £217.00 (materials £87 and £128 for labour). Cllr A Taylor said the fence has come down due to an extra mound of dirt causing bike users to jump over the fence. **It was resolved** to approve the quote, proposed by Cllr E. Houghton, seconded by Cllr A. Taylor and unanimously agreed.

9. Finance

- a) **It was resolved** to sign off the Bank reconciliation for the month of June 2025, signed by Cllr E Jackson, unanimously agreed.
- b) Council noted the following bank transactions that left the account in the month of June as per the bank reconciliation:

Date	Recipient	Amount	For
02/06/2025	Easywebsites	64.68	Web/Email hosting
13/06/2025	B/P to: Harry Jackson	824.89	Lengthsman May invoice
13/06/2025	B/P to: Amy Evans	42.83	Clerks May reimbursements
13/06/2025	B/P to: Amy Evans	530.01	Clerks May salary
13/06/2025	B/P to: Bouncelona	300.00	Little Hoole primary school grant invoice
13/06/2025	B/P to: Harry Jackson	522.00	Brushcutter invoice
13/06/2025	B/P to: Preston City Council	253.25	PCC invoice for printing bus leaflets
18/06/2025	B/P to: R Lea	229.95	Reimbursement for FP11 materials
30/06/2025	Service charge	6.00	Service charge
	Total	2,773.61	

- c) **It was resolved** to authorise the following payments, proposed by Cllr E. Houghton, seconded by Cllr R. Lea and unanimously agreed:
 1. Clerks' June gross salary in the amount of £457.93
 2. Clerks June reimbursements in the amount of £52.32 (£47.32 for mileage and £5.00 for Lebara PAYG Sim)
 3. Lengthsman H Jackson's invoice for June in the amount of £366.26 (£328.00 for hours worked and £38.26 for goods purchased)
 4. Invoice for meeting room hire for 5 occasions from the Village Hall in the amount of £62.50.

10. Footpaths & Gardens

- a) Cllr P. Cocker informed Council that, with the help of the village lengthsman, new steps have been put on FP26 due to unsafe water outlets causing a trip hazard, he has updated LCC. Council noted.
- b) A resident reported an unsafe footpath near FP1. Cllr P. Cocker inspected the area, which was found not to be a public footpath and therefore is outside the Parish Council's remit. During the visit, Cllr P Cocker visited FP1 and this was found to be overgrown so he will report this to LCC, as MHPC does not have the equipment to safely carry out clearance.
- c) Council noted the update on the FP11 refurbishment under item 5.
- d) Council discussed the ongoing flooding issues on Smithy Lane. Cllr P Cocker informed the council that it's been reported on the lovecleanstreets app and he is awaiting a response from LCC. Cllr A Taylor has been in touch with LCC too and they advised their drain camera failed. Cllr A. Taylor will be cutting reeds down on 15/07/2025 to allow easier access for LCC's cameras.

11. Grants

- a) **It was resolved** to approve the annual burial ground maintenance grant to St Michaels Church in the amount of £500.00. Proposed by Cllr R. Lea, seconded by the Chair, Cllr K. Hayes and unanimously agreed.
- b) Council reviewed the grant application received from the PTA at Hoole St Michael's Primary School for £175.00. **It was resolved** to approve the grant, proposed by Cllr R. Lea, seconded by Cllr E. Houghton and unanimously agreed.

12. Clerk Updates

- a) Council noted the unsafe play equipment on Trafalgar Gardens playground has now been fixed by SRBC.
- b) Council noted that two applications for becoming a Councillor had been received but that the council cannot agree to co-opt until after the notice period ends on the 17/07/2025. Council agreed to use the Village Hall at 7pm on 21st July 2025 to review nominations for councillor and agree on a new councillor.
- c) Council noted that SRBC are working through a list of bins in poor condition and will keep us updated but that the bin on Liverpool Old Road, close to the junction of Liverpool Road, had been replaced following MHPC's report.

- d) Council noted that a further FOI request had been received from the same resident, following on from the initial response. This was discussed under item 5.
- e) Council noted that the recently ordered dual-door noticeboard for placement at the Burial ground is in production.
- f) Council reviewed both the proposed Publication Scheme and the Vexatious Complainants/Correspondents Policy and the Chair presented some amendments to the latter. Upon reviewing, **it was resolved** to approve the Chairs version, adopt both policies and publish them on the Parish Council website. This was proposed by Cllr E. Houghton, seconded by Cllr A. Taylor and unanimously agreed.

13. Crime prevention in Much Hoole

Council noted that the Clerk had submitted a letter to the Lancashire Police Crime Commissioner but that no response had been received.

14. Much Hoole PROW Map

- a) Cllr P Cocker informed Council that six mostly minor changes are needed as to the location of footpaths on the published map.
- b) **It was resolved** to approve the cost of FertileFrog correcting the footpaths on the PROW map and supplying the required PDF files in the amount of £75.00 plus VAT. This was proposed by Cllr R. Lea, seconded by the Chair, Cllr K. Hayes and unanimously agreed
- c) **It was resolved** to approve the cost to reprint the corrected maps in the amount of £76.22. This was proposed by Cllr R. Lea, seconded by the Chair, Cllr K. Hayes and unanimously agreed.

15. Much Hoole business directory of services & suppliers

Council noted that the Clerk had contacted Little Hoole Parish Council regarding collaborating on this project and it is being discussed at their meeting of 14/07/2025.

16. Community Orchard Garden

Council discussed the fruit availability and it was agreed that Cllr R. Lea lead a project where notes are put on each fruit tree sign to state which fruits are ready and updating residents in the annual village newsletter.

17. Fallen Soldiers Plaques

The Chair, Cllr K. Hayes, informed the council that she has been compiling a list of data but has encountered some difficulties with house numbers not correlating in order of how they are listed online. She is speaking with residents for further information and will contact the church to cross-reference their documents with her findings but this is a long-term project due to the importance of obtaining the correct data.

18. A59 crossing

- a) Council noted that the Clerk had contacted Little Hoole Parish Council regarding collaborating on this project and it is being discussed at their meeting of 14/07/2025.
- b) The Chair, Cllr K. Hayes is awaiting the draft letter from Cllr T. Hewitt to send to LCC.

19. Devolution and Local Government

Deferred to next meeting.

20. Newsletter

It was resolved to approve the content of a newsletter to residents and to approve the quote for printing 1200 8-page A5 folded newsletters for distribution in the amount of £230.00. This was proposed by the Chair, Cllr K. Hayes, seconded by Cllr P. Cocker and unanimously agreed.

21. Planning

None listed.

22. Items for next agenda

Letter re: devolution and local government to South Ribble MP Paul Foster
 Draft newsletter for final approval.
 Business directories
 Fallen Soldiers plaques
 Crime prevention and any responses received from the police
 A59 crossing

23. Date of the next meeting

The Council unanimously agreed to the date of the next meeting being held on Monday 8th September 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Liverpool Old Road, Much Hoole, PR4 4QA.