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|  | **MUCH HOOLE PARISH COUNCIL****NOTICE OF MEETING** |
| You are hereby summoned to attend the Meeting of Much Hoole Parish Council to be held at 7.30pm on Monday 13th November 2023. The meeting will be held at The Venue (Hoole Village Memorial Hall) on Liverpool Old Road, PR4 4QA. Louise White, Clerk & Responsible Finance Officer |

**AGENDA**

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| **1.** | **Apologies for Absence**To receive apologies for absence. |
| **2.** | **Declaration of Interests and Dispensations*** To receive declarations of interest from Councillors on items on the agenda
* To receive written requests for dispensations for disclosable pecuniary interests (if any)
* To grant any requests for dispensation as appropriate.
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| **3.** | **Minutes of the Previous Meetings**To resolve to approve as a correct record the Minutes of the Council Meeting held on the 9th of October 2023. |
| **4.** | **Public Time**To invite and listen to issues raised by members of the public. |
| **5.** | **Correspondence from members of the public**To discuss correspondence received from members of the public |
| **6.** | **Reports from other meetings** The Council will receive reports from meetings where Councilors have attended as representatives.In particular the Lancashire County Council Conference on 4th November 2023 – report circulated. |
| **7.** | **Future Events**Discuss upcoming events. |
| **8.** | **Vacant Councilor Position**Update and forward planning. |
| **9.** | **Off Road Cycle Track*** To consider any updates on the Cycle track and resolve any actions required.
* To discuss delivery and the installation support of the ordered picnic bench.
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| **10.** | **Finance****Bank Reconciliation.** To approve the following payments transacted through the bank September and October 2023

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| 01.09.23 | Easy Websites hosting fee | £33.60 |
| 30.09.23 | Bank Quarterly Service Charge | £18.00 |
| 02.10.23 | Easy Websites hosting fee | £33.60 |

**To resolve and authorise payment of the following;**1. Reimburse Clerk £31.48 for purchase of Remembrance Sunday poppy wreath.
2. Reimburse Clerk £93.28 (£39.80 for HP printer plus £53.48 for printer cartridges). It should be noted that it was agreed at the meeting on the 9th October to purchase an HP Printer at a cost of £79.99. This purchase was not made and a cheaper model was sourced at £39.80.
3. Clerk membership of SLCC (Society of Local Council Clerks), joining fee £8, annual subscription £112
4. Clerk mileage claim £18.00.
5. Clerk, October salary payment £331.56
6. Reimburse Cllr. Taylor £75.22 for materials for bridge and other footpath repairs. Receipt provided.

**To note income received**

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| 30.09.23 | Instant Access Account quarterly interest | £171.98 |
| 30.09.23 | Instant Access Account quarterly interest | £5.25 |
| 18.10.23 | LCC – Local Delivery Scheme 23/24 | £500.00 |

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| **11.** | **Budget Monitoring Statement 2023/24**To notethe budget against spend summary and year end forecast |
| **12.** | **Internal Auditor**To discuss and agree appointment. |
| **13.** | **External Audit*** Update on external audit
* To noteperiod of public rights to view unaudited accounts has been amended to 22nd November 2023
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| **14.** | **Lengthsman*** To discuss and agree works to be undertaken.
* To discuss and agree cost of works budget.
* To discuss lengthsman resources required
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| **15.** | **Future Projects**To discuss and agree future projects. |
| **16.** | **Planning****To review applications as follows:**Hoole 07/2023/00818/HOPuddle Duck Cottage,Moss House Lane, Much Hoole Preston Lancashire PR4 4TDRear porch and single story side gazeboApplicant Mr & Mrs NelsonHoole 07/2023/00845/DIS The Conifers Town Lane Much Hoole Preston Lancashire PR4 4GJDischarge of conditions 2 (Submitted Plans), 3 (Dwelling Emissions), 5 (Section 278 - Highways),12 (Trees) and 14 (Drainage) of planning permission 07/2023/00079/FULApplicant Mr G Hough |
| **17.** | **List of Events to Approve** Discussion of Events – Cllr Hewitt |
| **18.** | **Newsletter*** Update on progress
* To review draft
* To approve quotation of £258.50 for printing 1200 newsletters.
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| **19.**  | **Footpaths*** To receive an update on footpaths.
* Approve costs for footpath 24 bridge repairs.
* Approve cost of 12 footpath signs.
* Update on damaged footpath letters to residents
* FP11 to review and discuss quotation for the second section.
* FP12 to review evidence of walking difficulties and discuss letter to be sent to the homeowner.
* FP22 – to review and discuss quotation received.
* FP30 to review and discuss material costs for repair.
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| **20.** | **Clerk Update**Training update |
| **21.** | **Planters in the Village**Progress update |
| **22.** | **Community Garden**Discuss maintenance ideas. |
| **23.** | **Road Safety Posters**Review progress. |
| **24.** | **Community Grant Fund**Review progress |
| **25** | **Remembrance Statues**Review progress |
| **26.** | **Chain of Office**Discussion re renovation progress and quotation received. |
| **27.** | **Notice board at San Marco**Update on progress |
| **28.** | **Public Rights of Way – Local Delivery Scheme 23/24** Discussion of plans and ideas. |
| **29.** | **Biodiversity Grant**Discuss plans and ideas. |
| **30.** | **Christmas Plans**Discussion of plans and ideas |
| **31.** | **Funds available from Lancashire County Council**To discuss the Champion Grant Application |
| **32.** | **Blue Heritage Plaque**Update on the English Heritage application procedure  |
| **33.** | **Waste Bins**To discuss waste bins for the Village Hall |
| **34.** | **Smithy Lane Flooding**Review progress |
| **35.** | **Items for next agenda** |
| **36.** | **Date of Next Meeting** The Parish Council to agree the date of the next meeting as 7.30pm Monday 4th December 2023, to be held at ‘The Venue’, Liverpool Road, Much Hoole. |