



MUCH HOOLE PARISH COUNCIL

NOTICE OF MEETING

You are hereby summoned to attend the March Meeting of Much Hoole Parish Council to be held at 7.30pm on **Monday 9th March 2026**. The meeting will be held at **The Venue at Hoole Village Memorial Hall**, Liverpool Old Road, PR4 5QA.

AGENDA

1.	Apologies for Absence To receive apologies for absence.																														
2.	Declaration of Interests and Dispensations: to declare any personal or pecuniary interest in respect of matters contained in this agenda or brought up at any point in this meeting.																														
3.	Minutes of the Previous Meetings: To resolve to approve the minutes of the last Council meeting held on 9 th February 2026 as being true and accurate.																														
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 and information on Future Events Council to review any reports from meetings where councillors have attended as representatives and discuss any future such events.																														
7.	Village Hall To receive and note a report on the progress of The Village Hall.																														
8.	Off Road Cycle Track To receive inspection reports and resolve actions required.																														
9.	<p>Finance</p> <p>a) To sign off the Bank reconciliation for the month of February 2026 circulated prior to the meeting.</p> <p>b) To authorise the following payments:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Inv Date</th> <th>Payee Name</th> <th>Value</th> <th>Description of goods</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>02/2026</td> <td>Amy Evans (Clerk)</td> <td>£501.83</td> <td>Clerks February salary.</td> </tr> <tr> <td>2.</td> <td>15/02/2026</td> <td>Amy Evans (Clerk)</td> <td>£5.00</td> <td>Clerks February reimbursements for PAYG SIM for Clerks number.</td> </tr> <tr> <td>3.</td> <td>02/2026</td> <td>Amy Evans (Clerk)</td> <td>£27.82</td> <td>Clerks February reimbursement for mileage.</td> </tr> <tr> <td>4.</td> <td>02/2026</td> <td>Harry Jackson</td> <td>£56.00</td> <td>Lengthsman February invoice</td> </tr> <tr> <td>5.</td> <td>16/01/2026</td> <td>Preston City Council</td> <td>£120.00</td> <td>Calendar printing invoice shortfall</td> </tr> </tbody> </table>	No	Inv Date	Payee Name	Value	Description of goods	1.	02/2026	Amy Evans (Clerk)	£501.83	Clerks February salary.	2.	15/02/2026	Amy Evans (Clerk)	£5.00	Clerks February reimbursements for PAYG SIM for Clerks number.	3.	02/2026	Amy Evans (Clerk)	£27.82	Clerks February reimbursement for mileage.	4.	02/2026	Harry Jackson	£56.00	Lengthsman February invoice	5.	16/01/2026	Preston City Council	£120.00	Calendar printing invoice shortfall
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10.	Financial Monitoring Report 2025/26 (Year-to-Date) To receive the Clerks report on the council's financial position to 9 March 2026 and consider the forecasted year-end position.																														
11.	Clerks Training To resolve to approve the retrospective cost of Training for the Clerk in the amount of £36.00.																														
12.	Maternity leave arrangements To agree the Clerk's maternity leave arrangements by resolution of the following:																														

	<p>a) To note the Clerk's maternity leave from 1 June 2026, with the expected return date of 1st January 2027.</p> <p>b) To approve the appointment of Paul Cafferkey as Locum Clerk for the period of maternity leave.</p> <p>c) To approve the change of council meeting dates to the 2nd Wednesday of each month, to be held in the meeting room at the Venue, Hoole Village Memorial Hall.</p> <p>d) To approve the Locum Clerk taking full responsibility of administrative duties, including meetings, any agendas, correspondence, minutes, and preparation of the 2027-28 budget and precept.</p> <p>e) To approve the current Clerk undertaking essential financial duties and preparing agendas on agreed Keeping In Touch (KIT) days, including payroll, raising invoice payments, quarterly finance monitoring, and VAT submissions during maternity leave.</p> <p>f) To approve the Locum Clerk having full access to the Clerk's email inbox to monitor and respond to correspondence.</p> <p>g) To approve the Locum Clerk posting the agendas and minutes on the parish noticeboards and to retain the noticeboard keys for this purpose.</p>
13.	<p>Much Hoole business directory of services & suppliers To approve the associated costs of design and printing in the amount of £35+VAT for one hour of design work by Sprint Print and £320+VAT for 1200 printed copies.</p>
14.	<p>Bus shelter replacement To receive an update on the of the new bus shelter for Liverpool Old Road.</p>
15.	<p>Footpaths & Gardens a) To receive an update on the maintenance of footpaths including work completed. b) To receive an update on the cleaning of the boundary stone previously discussed.</p>
16.	<p>Local Government Reorganisation - statutory consultation To note the Government consultation on proposals for new unitary councils in Lancashire. Council to consider whether to submit a response before the deadline on 26th March 2026.</p>
17.	<p>Lancashire Volunteer Partnership – Potential Community Projects To note LCC initiative offering volunteer teams for one-off local projects. Council to consider potential opportunities.</p>
18.	<p>Planning</p> <ul style="list-style-type: none"> • 07/2026/00061/DIS. Land to The Rear of Chez Soi, Smithy Lane Much Hoole Preston Lancashire PR4 4QJ. Discharge of condition 4 (Emission 2), 5 (SAP), 8 (Foul and Surface water), 11 (Construction Nuisance Prevention Plan), 13 (Tree Protection Plan) and 15 (Biodiversity Enhancement) of planning approval 07/2023/00383/OUT • 07/2026/00116/NOT. EXISTING BASE STATION Lane House Farm Liverpool Road Much Hoole Preston Lancashire PR4 5JU. Notification under the Electronic Communications Code Regulations of the intention to install 5G Electronic Communications Apparatus.
19.	<p>Items for next agenda Approval of CIL monitoring report for 2025-26</p>
20.	<p>Date of Next Meeting To agree the date of the April Meeting as 7.30pm on Monday 13th April 2026 to be held at 'The Venue', Liverpool Old Road, Much Hoole.</p>