



MUCH HOOLE PARISH COUNCIL

NOTICE OF MEETING

You are hereby summoned to attend the Annual May Meeting of Much Hoole Parish Council to be held at 7.30pm on **Monday 11th May 2026**. The meeting will be held at **The Venue at Hoole Village Memorial Hall**, Liverpool Old Road, PR4 5QA.

AGENDA

1.	Election of Council Chair To nominate and elect a Chair for the next 12 months and to receive the Chair's signed Declaration of Acceptance of office form.
2.	Election of Council Vice Chair To nominate and elect a Vice Chair for the next 12 months and to receive the Vice Chair's signed Declaration of Acceptance of office form.
3.	Apologies for Absence To receive apologies for absence.
4.	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.
5.	Minutes of the Previous Meetings To resolve to approve the minutes of the last Council meeting held on 13 th April 2026 as being true and accurate.
6.	Public Time To invite and listen to issues raised by members of the public.
7.	Correspondence from members of the public To discuss correspondence received from members of the public.
8.	Standing Orders and Financial Regulations To review and adopt the Council's Standing Orders and Financial Regulations and resolve to re-adopt and approve them without amendment.
9.	Review of banking signatories a) To review the Council's current banking signatories and resolve to approve the authorised signatories, including the removal of any former councillors who remain listed on the mandate, and to authorise signing of the associated bank submission form. b) To approve updated Council contact details for Unity Trust Bank and to authorise signing of the associated submission form in accordance with the bank mandate.
10.	Employer and Public Liability Insurance renewal (effective 1 June 2026) To consider and approve the renewal of the Council's employer and public liability insurance policy for a period of 12 months at a cost of £410.61.
11.	Internal Audit Arrangements for the 2025–26 Accounts To note the arrangements for the internal audit of the 2025–26 accounts to be undertaken on 19 th May 2026.
12.	Review and adoption of Council policies a) To re-adopt the following core policies: <ul style="list-style-type: none">• Communications and Email Use Policy• Freedom of Information Policy• IT Policy

	<ul style="list-style-type: none"> • Health & Safety Policy • Privacy Notice and Data Protection Policy • Publication Scheme • Transparency Code • Website Accessibility Statement • Vexatious Complainants/Correspondents Policy <p>b) To adopt the following updated and new policies:</p> <ul style="list-style-type: none"> • Code of Conduct (revised version) • Complaints Procedure (revised version) • Reserves Policy (new policy) 																																			
13.	<p>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.</p>																																			
14.	<p>Finance</p> <p>a) To sign off the Bank reconciliation for the month of April 2026 b) To note the year-end payroll position for 2025–26 and HMRC submissions c) To authorise the following payments:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Date</th> <th>Payee</th> <th>Amount</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1)</td> <td>30/04/2026</td> <td>Amy Evans (Clerk)</td> <td>£666.93</td> <td>Clerk's April salary</td> </tr> <tr> <td>2)</td> <td>17/04/2026</td> <td>Amy Evans (Clerk)</td> <td>£5.00</td> <td>PAYG SIM reimbursement</td> </tr> <tr> <td>3)</td> <td>30/04/2026</td> <td>Amy Evans (Clerk)</td> <td>£28.60</td> <td>Mileage reimbursement</td> </tr> <tr> <td>4)</td> <td>24/03/2026</td> <td>Harry Jackson</td> <td>£78.00</td> <td>Lengthsman March expenses</td> </tr> <tr> <td>5)</td> <td>30/04/2026</td> <td>Harry Jackson</td> <td>£144.00</td> <td>Lengthsman April invoice</td> </tr> <tr> <td>6)</td> <td>30/04/2026</td> <td>LALC</td> <td>£380.38</td> <td>Annual membership subscriptions 2026–27 (NALC and LALC)"</td> </tr> </tbody> </table>	No	Date	Payee	Amount	Description	1)	30/04/2026	Amy Evans (Clerk)	£666.93	Clerk's April salary	2)	17/04/2026	Amy Evans (Clerk)	£5.00	PAYG SIM reimbursement	3)	30/04/2026	Amy Evans (Clerk)	£28.60	Mileage reimbursement	4)	24/03/2026	Harry Jackson	£78.00	Lengthsman March expenses	5)	30/04/2026	Harry Jackson	£144.00	Lengthsman April invoice	6)	30/04/2026	LALC	£380.38	Annual membership subscriptions 2026–27 (NALC and LALC)"
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15.	<p>Village Hall To receive and note a report on the progress of The Village Hall.</p>																																			
16.	<p>Off Road Cycle Track</p> <p>a) To receive inspection reports and resolve actions required. b) To note emergency expenditure of £183.50 (including VAT) incurred under Financial Regulation 5.17 in respect of urgent fence repairs and new barrier on the cycle track. c) To receive an update on discussions with LCC on the boundary and the installation by MHPC of a new safety barrier at the entrance.</p>																																			
17.	<p>Staffing – Locum Clerk To approve the handover of all clerks' passwords/login to the locum clerk.</p>																																			
18.	<p>Grant award – Little Hoole and Friends Ground Force (update) To note payment arrangements for the approved grant to Little Hoole and Friends Ground Force.</p>																																			
19.	<p>Footpaths & Gardens</p> <p>a) To receive an update on the maintenance of footpaths including work completed, including Footpath FP11 and the Section 147 application. b) To receive an update on the damaged bench on Brook Lane and the outcome of the Love Clean Streets report, and to consider any necessary next steps.</p>																																			

	<p>c) To receive an update on the repainting of the children’s playground behind Trafalgar Gardens.</p> <p>d) To receive an update re the footpath at the end of Station Road and the dog mess.</p>									
20.	<p>Much Hoole business directory of services & suppliers</p> <p>To receive an update on expected timeframes for completion.</p>									
21.	<p>Fallen Soldiers Plaques</p> <p>To receive an update on the confirmation of addresses for the plaques.</p>									
22.	<p>Replacement Bus Shelter</p> <p>To receive an update on the replacement bus shelter for Liverpool Old Road.</p>									
23.	<p>Planning</p> <p>To note planning applications received since the last meeting, where consultation deadlines have passed:</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Address</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>07/2026/00213/TPO</td> <td>22 Thornfield Much Hoole Preston PR4 4HE</td> <td>Single ash tree to rear of property - ash dieback - fell TPO 2001 No 4 T6</td> </tr> <tr> <td>07/2026/00272/NOT</td> <td>Telecommunication Mast Snaylams Farm Liverpool Old Road Much Hoole Lancashire</td> <td>The removal of an existing 14.6m timber telecommunications monopole and its replacement with a new 20m monopole within a new site compound, including the relocation of existing antennas and equipment cabinets, installation of a new dish, and associated development.</td> </tr> </tbody> </table>	Ref	Address	Description	07/2026/00213/TPO	22 Thornfield Much Hoole Preston PR4 4HE	Single ash tree to rear of property - ash dieback - fell TPO 2001 No 4 T6	07/2026/00272/NOT	Telecommunication Mast Snaylams Farm Liverpool Old Road Much Hoole Lancashire	The removal of an existing 14.6m timber telecommunications monopole and its replacement with a new 20m monopole within a new site compound, including the relocation of existing antennas and equipment cabinets, installation of a new dish, and associated development.
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24.	<p>Items for next agenda</p> <ul style="list-style-type: none"> AGAR 2025/26 – Internal Audit Report; approval of Governance Statement & Accounting Statements; public rights timetable; approval of year-end accounts. 									
25.	<p>Date of Next Meeting</p> <p>To agree the date of the June Meeting as 7.30pm on Wednesday 10th June 2026 to be held at ‘The Venue’, Liverpool Old Road, Much Hoole.</p>									