**MINUTES OF THE 1178TH MEETING OF HOGHTON PARISH COUNCIL**

**HELD ON 26th June 2023 AT HOLY TRINITY CHURCH HALL**

**Present:** Councillor T Greenwood (In the Chair), Councillor B Mattock (Vice Chair),

 M Urry, A Martin, J Caton and M Graham (Clerk to the Council).

**Also in attendance:** 2 members of the public and Cllr Alan Cullens BEM

**Apologies for absence:** Y Hargreaves

1176: DECLARATIONS OF PERSONAL/PREJUDICAL INTEREST

The Clerk reminded Members of their responsibility to declare any personal interest in respect of matters on the agenda in accordance with the provisions of the Local Government Act 2000, the Council’s Constitution, and the Members Code of Conduct. No one made a declaration at this stage.

1177: MINUTES

The Minutes of the meeting of 22nd of May 2023 having previously been circulated were approved as a correct record following a correction to minute 1175 that erroneously referred to the AGM and were then signed by the Chairman (Councillor T. Greenwood).

1178: ADJOURNMENT

There then followed an adjournment to allow members of the public to raise issues and ask questions raised by prior notification.

Two members of the public wished to discuss traffic concerns on Quaker Brook Lane. This was agreed.

1179: POLICE REPORT

The Police were not present.

1180: LALC REPORT

No correspondence had been received. The Parish Clerk reported that he had recently emailed the Secretary of LALC for details of the person or department at Lancashire County Council (LCC) who sends out temporary traffic orders in order that these can be shared with Councillors.

1181: ENVIRONMENTAL ISSUES AND CONCERNS

1. Balsam ‘Bash’

This will take place from 10am to 12 noon on the 16th July. Discussions had taken place with the Ribble Rivers Trust and the event will start from Chapel Lane bridge and move down the bridle path and then upstream along the River Darwen river bank. Publicity material was discussed, and this will be ready at least one week before the event.

1182: HIGHWAYS AND FOOTPATHS

1. SPIDS on Hoghton Lane

Guidelines had been circulated by Alan Cullens. It was agreed the Clerk contact both Debra Platt (LALC) and Brindle Parish Council who have a speed indicator in Brindle Village on Sandy Lane.

1. Covered Bus Stop – Hoghton Lane

It was reported that the Chorley Council was now to only fund replacements rather than fund new covered bus shelters. A request would now go to LCC instead.

1. Quaker Brook Lane

The response from LCC to Cllr Alan Cullens had been circulated and was discussed. The email from LCC had also been pinned to the appropriate Parish Council noticeboard. It was agreed that if a case were to be put forward to LCC it should be evidence based and including photographs and / or details of the offending vehicles where possible.

1. PROW (Public Right of Way) – Hey Barn

Photographs had been provided showing that the PROW was still blocked despite the April 2023 cut off date. This would be followed up again with LCC.

1183: CHORLEY DISTRICT & LANCASHIRE COUNTY COUNCIL REPORTS

1. There was no report.

1184: PLANNING REPORTS

Planning application 23/00432/FULHH regarding an extension in Quaker Brook Lane had previously been circulated. There were no comments.

1185: ACCOUNTS FOR PAYMENTS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Payee | Item Number | Description | Amount | Notes |
| Holy Trinity Church | 17 | Room Hire May | £20.00 |  |
| HMRC | 18 | Tax June 2023 | £83.40 |  |
| Mike Graham | 19 | Clerk Salary June 2023 | £333.60 |  |
| Holy Trinity Church | 20 | Room Hire June | £20.00 |  |
| Easy Web Sites | 21 | Web Hosting 1st July | £27.60 |  |

The above were agreed. The Clerk reported that we now had online banking for the Parish Account held with Nat West; this system alerts the online signatories to account outgoing payments and gave signatories the opportunity to view thew account balance and all activities. The Clerk proposed in the case of his own salary payments that the Parish Council continue with cheque payments with 2 signatures other than his own; this was agreed as a sensible precaution is now an agreed ongoing policy for the Parish.

The monthly payment of £27.60 to ‘Easy Web Sites’ for hosting the new Parish website starts on the 1st July; it was agreed that the schedule of payments be attached to these minutes.

1186: Parish Finances

1. AGAR (Annual Return)

The Annual Return and Governance Statement had been submitted and is now on the Parish Council website as required by legislation.

1. VAT Refund

The Clerk had submitted a refund request online to HMRC for £372.36.

1. CIL (Community Infrastructure Levy)

The Annual CIL return to Chorley Council had been previously circulated and was signed by the Chairman as a correct record.

The CIL running total for 2023/24 as at 31/5/2023 was presented to the meeting as follows:

Income:

|  |  |
| --- | --- |
| bf from 2022/23 | £12,240.13 |
| Chorley Council Payment April 2023 | £13,974.15 |
| SUB TOTAL | £26,214.28 |

 Expenditure 2023/24:

|  |  |
| --- | --- |
| carried forward |  |
| as at 31/5/2023 | £23,859.74 |

|  |  |
| --- | --- |
| Bench | £978.67 |
| Notice Board Hoghton Bottoms | £659.00 |
| LCC Road Signs | £600.00 |
| Bench Plaques | £116.87 |
| SUB TOTAL | £2,354.54 |

It was agreed to spend £140.30 of CIL monies on ring holders for litter collecting bags to be used by the team of litter collectors in the Parish. These were previously supplied by Chorley Council, but they are out of stock, and it was reported they were unlikely to stock them in the coming months.

In discussion it was also reported that we may receive one or two bids for our CIL funds. These would need to be in line with CIL expenditure guidance and they would need to be discussed and approved at a Parish Council meeting.

1187: LAND ADJACENT TO HOGHTON POST OFFICE

The Chairman and Clerk had briefly met with the Land Agent for Hoghton Tower Mr John Forrester. It was reported that there were no complicating issues from the Tower Estate and the land transfer was being dealt by their solicitors. It was agreed that we contact our own solicitors Forbes and ask for an update from them.

1188: COMMUNICATONS

1. Chorley Council Liaison Committee.

Our representative stated the next meeting will focus on Highways and asked for issues of concern to be referred to her (Marel Urry).

1189: BENCH SIGNAGE

Several of the bench signs had already been fitted. It was agreed that the Council needed to carry out a risk assessment of assets soon and this would be a good opportunity to complete the fitting of the rest of the signs. This was agreed and the Clerk would liaise with the Chairman and Vice Chairman on a date to carry out the risk assessments.

1190: NEXT MEETING DATE

 Monday 7th August 2023 at Holy Trinity Church Hall.

The meeting closed at 20:45