**MINUTES OF THE 1177TH MEETING OF HOGHTON PARISH COUNCIL**

**HELD ON 22nd May 2023 AT HOLY TRINITY CHURCH HALL**

**Present:** Councillor T Greenwood (In the Chair), Councillor B Mattock (Vice Chair), A Cullens BEM, Y Hargreaves, M Urry, A Martin, J Caton

**Also in attendance:** 3 members of the public.

**Apologies for absence:** None

1161: 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.

1162: MINUTES

The Minutes of the meeting of 24th of April 2023 having previously been circulated were approved as a correct record and signed by the Chairman (Councillor T. Greenwood).

1163: 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.

1164: POLICE REPORT

The Police were not present. Our Parish Clerk had been in contact with Chorley police regarding numerous commercial ‘laughing gas’ cylinders found on Weasel Lane on various occasions. The Police were going to visit the driver of the vechicle thought to be involved.

1165: LALC REPORT

No correspondence had been received. The Parish Clerk reported that the Secretary of LALC had been very helpful with advice on several matters appertaining to running the Parish Council with a new clerk.

1166: ENVIRONMENTAL ISSUES AND CONCERNS

1. River Clean Up

It was reported that the clean-up event had been a great success with over 30 participants including families. A large skip had been filled and it was a good community activity.

1. Balsam ‘Bash’

This will take place from 10am to 12 noon on the 16th July.

1167: HIGHWAYS AND FOOTPATHS

1. Riley Green Switch Road Road Markings

The meeting was pleased to hear that this had been completed by LCC. County Councillor Alan Cullens was thanked for his perserverance.

1. SPIDS on Hoghton Lane

Guidelines had been circulated and the Parish Council were keen to see a speed indicator on Hoghton Lane.

1. Covered Bus Stop – Hoghton Lane close to the Barn Croft development.

This would be raised at the next Neighbourhood meeting.

1. Quaker Brook Lane

Much concern was raised at the speeding and overweight lorries using the lane. It is also used as a ‘rat run’. Additionally, the new housing development is making matters worse with inconsiderate parking on double yellow lines and delivery trucks blocking the lane and the line of sight of motorists entering Hoghton Lane.

Our County Councillor advised that a 20-mph limit would not succeed largely due to the inability to police this and that speed bumps may result in noise complaints. He was keen to visit the lane to explore options. The Parish Council would also look at what Traffic Management Plan had been agreed with the developers as part of the planning process.

1. Deer Signage – Hoghton Lane

After a couple of recent incidents involving traffic and deer it was agreed to revisit this.

1168: CHORLEY DISTRICT & LANCASHIRE COUNTY COUNCIL REPORTS

1. Members were reminded that Councillor Alan Cullens had only agreed to be co-opted to the Parish Council for 12 months due to us have several councillor vacancies. The Council had recruited subsequently new councillors and Alan thought it best now to stand down as co-opted member to leave it to those who live within the Parish. He would still attend as a member of the public. Alan was thanked for all the excellent work he had done for the residents of Hoghton.

1169: PLANNING REPORTS

 There were no new planning applications.

1170: ACCOUNTS FOR PAYMENTS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Payee | Item Number | Description | Amount | Notes |
| Holy Trinity Church | 11 | Room Hire April | £20 |  |
| Whitehead & Aldrich Accountants | 12 | Payroll for Feb, March, April | £54 |  |
| HMRC | 13 | Tax April 2023 | £83.40 |  |
| Mike Graham | 14 | Clerk Salary April 2023 | £333.60 |  |
| Lynn Worden | 15 | Riley Green Pinfold Coronation Celebrations | £50 |  |
| Engravings Shop (pay Mike Graham who prepaid this) | 16 | Plaques for benches | £116.87 | CIL. Joint cheque with item 14 |

The above were agreed and cheques signed.

1171: Parish Finances

1. Certificate of Exemption

The Certificate of Exemption was agreed and signed by the Chairman as we are a Parish Council that had neither received gross income nor incurred gross expenditure exceeding £25,000 in the year ending 31 March 2023.

1. AGAR (Annual Return)

The Annual Return and Governance Statement had been circulated prior to the meeting and was signed by the chairman.

1. Parish Accounts

The Parish Accounts had been successfully externally audited. These are summarised as follows:

|  |  |  |
| --- | --- | --- |
| INCOME |  |  |
| 1/04/22 | cf | £2,845.00 |
| Income 2022/23 |  |  |
| 29/04/22 | Parish Precept | £6,000.00 |
| 21/07/22 | vat refund | £133.86 |
| \*\*/10/22 | Chorley BC CIL | £12,271.60 |
| Total Income |  | £18,405.46 |

|  |  |
| --- | --- |
| cf at 1/4/22 | £2,845.00 (a) |
| Income | £18,405.46 |
| Expenditure | £9,297.20 |
| ‘balancing’ expenditure | £2.29 (b) |
| Total expenditure | £9,300.19 |
| balance bf at 31/3/2023 (c) | £11,950.97 |

**Notes:**

(i) this cf figure from 2021/22 included £1,975.89 CIL monies (Community Infrastructure Funds). These monies had not been taken account of in the Parish Council budgeting process and therefore only £869.11 in day-to-day funding for running the Parish Council were carried forward.

(ii) the balance cf to 2023/24 is of concern. We have £12,240.13 CIL monies carried forward therefore meaning our balance cf for the day-to-day running of the Parish Council is in deficit by £289.86. I will have to bring this to the attention of our Auditor, and it will require action by the Parish Council.

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 was presented to the meeting as follows:

As at 30/4/2023

Income:

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

Expenditure 2023/24:

|  |  |
| --- | --- |
| Bench | £978.67 |
| Notice Board Hoghton Bottoms | £659.00 |
| LCC Road Signs | £600.00 |
| SUB TOTAL | £2,237.67 |

|  |  |
| --- | --- |
| carried forward |  |
| as at 30/4/2023 | £23,976.61 |

1. On-Line Banking

The Clerk was still persevering with trying to set up online banking with Nat West Business Banking. The Chairman was going to accompany the Clerk to the Nat West Leyland Branch later in the week.

1172: LAND ADJACENT TO HOGHTON POST OFFICE

The Vice Chair reported that this was in the hands of our Solicitors and the hold-up was due to waiting for the Hoghton Tower Trustees. He did not envisage any issues and the parish Council would positively promote the gift of the land after completion.

1173: COMMUNICATONS

1. Facebook.

Our Facebook page now has 92 followers and here had not been any negative comments to date.

1. Other Correspondence received.

Nil

1174: BENCH SIGNAGE

1. The signs had been delivered and would be fitted over the coming weeks. Concern was expressed that they looked ‘funereal’ and could have been more expressive.

1175: NEXT MEETING DATE

 26 June 2023 (AGM) followed by full Parish Council Meeting

At Holy Trinity Church Hall

The meeting closed at 20:45