**MINUTES OF THE 1179TH MEETING OF HOGHTON PARISH COUNCIL**

**HELD ON 7th August 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:** 1 member of the public, Cllr Alan Cullens BEM and Cllr P McGovern.

**Apologies for absence:** Y Hargreaves

1191: 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.

1192: MINUTES

The Minutes of the meeting of 26th of June 2023 having previously been circulated were approved as a correct record and were then signed by the Chairman (Councillor T. Greenwood).

1193: ADJOURNMENT

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

Cllr P McGovern was welcomed to her first meeting of the Parish Council and was welcome to attend in the future. She spoke of her interest in Parish affairs and her willingness to assist wherever possible.

1194: POLICE REPORT

The Police were not present.

1195: 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; we are now receiving these and the Clerk circulates these to all members as well as putting them on our Facebook group page.

1196: ENVIRONMENTAL ISSUES AND CONCERNS

1. Balsam ‘Bash’

This took place and was highly successful with 18 participants and a positive community ‘feel’. One of the Ribble Rivers Trust scythes had been mislaid and it was agreed to look at purchasing a replacement for either the Parish Council or the Trust.

1. Risk Assessments

The Chairman and Vice Chairman had accompanied the Clerk on a risk assessment of Parish assets. All four noticeboards were in good condition. The War Memorial needed some minor remedial work on one step and the Clerk would contact contractor John Savage to ask him to make a repair. Several of the benches required new wedges and one requires a wooden back piece; the meeting agreed to revisit this at a future meeting to decide on either repairs or a rolling programme of bench replacements.

1. LCC PROW Local Delivery Plan

Lancashire County Council Public Rights of Way Department had written to all parish councils offering an opt-in to two funds. A £500 grant for improvement to a right of way (not replacement stiles) and a £300 biodiversity grant for items such as bird and bug boxes.

It was agreed that the Clerk opt us into both schemes. The Clerk and Parish Council members would then look to finalise the details although there was a strong preference to involve local children in the biodiversity scheme either via a local school or Hoghton Scouts.

1197: HIGHWAYS AND FOOTPATHS

1. SPIDS on Hoghton Lane

The Lancashire County Council policy had been circulated. The Clerk had asked LALC for details of the cost and he would follow this up for the parish Council to subsequently make a decision.

1. Covered Bus Stop – Hoghton Lane

A request had gone to LCC to fund a new covered bus stop, however the response was negative as they no longer fund new bus stops and the Parish Council would have to look to do this themselves. The LCC recommended supplier is approximately £12,000 which was agreed to be too high, and the Parish Council would therefore need to look at alternatives these having to be deemed suitable by LCC.

1. Quaker Brook Lane

Cllr Cullens continued to follow up the speeding issue and would be in contact with the residents who had raised the complaints.

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

Despite numerous visits from the LCC PROW Team the public footpath continues to be blocked again following those visits. Cllr Cullens had followed this up on numerous occasions and is confident of a positive outcome when the person(s) blocking the footpath have been identified.

1. TTRO’S

A temporary traffic closure order had been received for a section of Chapel Lane in September. The road needed major repair and although it will be an inconvenience the end result should be positive.

1. Footpath by Deerbolt Cottage, Riley Green

It was reported the footpath was overgrown. The Clerk would contact the Tower Estate regarding this.

1. Chapel Lane Road Sign

This had been replaced and Cllr Cullens was thanked for his diligence in following this up.

1. Deer Warning Signs: Hoghton Lane

Cllr Cullens reported that LCC have finally agreed to replace the missing signage.

1198: CHORLEY DISTRICT & LANCASHIRE COUNTY COUNCIL REPORTS

1. There was no report.

1199: PLANNING REPORTS

Planning application 23/00609/FULHH regarding groundworks at The Old Counting House on Viaduct Road had been circulated. The Council believed the works would improve the area and make it safer for walkers with the planned new vehicle turning area. The application was supported.

1200: ACCOUNTS FOR PAYMENTS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Payee | Item Number | Description | Amount | Notes |
| Easy Web Sites | 22 | WB Hosting 1st August | £27.60 | Direct Debit |
| Whitehead & Aldrich | 23 | Payroll: April, May & June | £108.00 |  |
| Pickerz  | 24 | Rubbish Picker Bag Rings | £140.30 | CIL (paid by M Graham, Clerk) |
| HMRC | 25 | Tax July 2023 | £83.40 |  |
| Mike Graham | 26 | Clerk Salary July 2023 | £333.60 |  |
| HMRC | 27 | Tax August 2023 | £83.40 | One cheque £166.80 with item 25 |
| Mike Graham | 28 | Clerk Salary August 2023 | £333.60 | One cheque £807.50 with items 24 & 26 |
| Holy Trinity Church | 29 | Room Hire 7th August 2023 | £20.00 |  |

The above were agreed. The Clerk reported the online banking system was working well.

1201: 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. However, the Clerk had just been informed he should have filled in a form 2 rather than form 2PM; a new form would therefore have to be completed, signed, and submitted.

1. VAT Refund

The Clerk advised the HMRC refund of £372.36 had been received direct into our bank account.

1. CIL (Community Infrastructure Levy)

The CIL running total for 2023/24 as at 30/7/2023 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:

|  |  |
| --- | --- |
| Bench | £978.67 |
| Notice Board Hoghton Bottoms | £659.00 |
| LCC Road Signs | £600.00 |
| Bench Plaques | £116.87 |
| Litter Pickers | £140.30 |
| SUB TOTAL | £2,494.84 |

Balance:

|  |  |
| --- | --- |
| Income | £26,214.28 |
| Expenditure to date | £2,494.84 |
| carried forward as of 30/7/2023 | £23,719.44 |

A lengthy discussion on the request by Hoghton Village Hall (HVH) Committee took place. The Chairman Trevor Greenwood expressed a declaration of interest given he was also on the HVH Committee and therefore could not vote on matters. It was agreed in principle the Parish Council would make a donation, but a sum was not agreed.

Thanks to the advice received from Cllr Cullens he stated that HVH should be able to apply to participate in a LCC Crowdfunding scheme aimed at organisations like HVH. All monies raised would be match funded by LCC up to £25,000. It was agreed that the Clerk write to HVH advising them of the LCC scheme and recommending they participate, we would also advise HVH of our decision to in principle support them with a financial donation (letter from Clerk to be attached to minutes).

Discussions also took place on investing CIL monies in a Christmas tree(s). Lynn Worden of Riley Green would approach Christmas Tree Farm on Goosefoot Lane for a tree for the Pinfold and further discussions would take place on other potential sites.

1202: LAND ADJACENT TO HOGHTON POST OFFICE

Progress was slow although we were advised by the Hoghton estate Land Agent there were no issues of concern.

1203: COMMUNICATONS

1. Chorley Council Liaison Committee.

Our representative attended but said it was a poorly attended and fractious meeting.

1204: BENCH SIGNAGE

All the bench signs had been fitted apart from the bench on Long Barn Brow as this was due for replacement in the next few weeks.

1205: NEXT MEETING DATE

Monday 18th September 2023 at Holy Trinity Church Hall. (PLEASE NOTE: subsequently changed to Monday 25th September).

The meeting closed at 21:10