**MINUTES OF THE 1188th MEETING OF HOGHTON PARISH COUNCIL**

**HELD ON 25h August 2024 AT HOLY TRINITY CHURCH HALL**

**Present:** Councillor T Greenwood (in the Chair), B Mattock, J Caton,

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

**Also in attendance:** One member of the public was present. The meeting also welcomed County Councillor Alan Cullens BEM and Chorley District Councillor Michelle Beach.

**Apologies for absence:** D Strange and Y Hargreaves.

1335: 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.

1336: MINUTES

The minutes of the 24th June 2024 meeting were agreed and signed as a true and correct record.

1337: ADJOURNMENT

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

1338: POLICE REPORT

 There was no report. Cllr Beach informed members she had spoken with the Police about the importance of attending Parish meetings.

1339: LALC REPORT

 A comprehensive LALC Newsletter had been received and circulated. LALC were also holding their Conference on 7th September. It was agreed that J Caton, A martin and M Graham attend.

1340: ENVIRONMENTAL ISSUES AND CONCERNS

1. J Caton advised of the successful two Balsam Bash sessions in Hoghton Bottoms. She stated these had made a positive difference. Concern was expressed at the Giant Hogweed in various locations in the Parish.
2. The Community Garden at the Village Hall is progressing albeit with the Parish Councillors taking on too much of the work. A Facebook request for volunteers had not received any responses; it was agreed instead to publicise days and times in the hope this would yield some volunteers. A Martin is planning on a visit to a community garden in Whittle le Woods to see how they had had gained community involvement. Thank you, emails had gone to the local businesses who had supplied plants and wood chippings. L Worden (visitor) asked if the Pinfold grass could be mown for their Pinfold Bank Holiday Party on 26th August.
3. Four ‘Queen Elizabeth’ rose bushes ordered by our previous Parish Clerk still need planting. It was agreed that they go to our Community Garden.

1341: HIGHWAYS AND FOOTPATHS

1. SPIDS on Hoghton Lane

The Clerk reported the SpID need it batteries charging on a regular basis every 12 days or so. It was agreed that a solar power unit be ordered at a cost of £509.08 inc VAT as this can be retro fitted.

1. TTRO’S

An order for the closure of Sandy Lane close to Windmill Lane from 12th to 20th August had been received. No response had been forthcoming from LCC to our email outlining our concerns.

1. Bus Stops

The bus shelter on Blackburn Old Road close to The Royal Oak (Blackburn bound) had been replaced with a new covered shelter; Cllr Beach was thanked for her work pursuing this. The bus shelter opposite the Post Office had also been replaced.

The stone bus shelters outside and opposite the Boars Head both have damaged roof tiles. LCC nor Chorley Council deny ownership. It was agreed that the Clerk formally write to the de Hoghton Estate asking if they had any records regarding the ownership; if ownership could not be determined the Clerk would contact LCC asking them to make emergency repairs.

1342: CHORLEY DISTRICT & LANCASHIRE COUNTY COUNCIL REPORTS

 Cllr Beach offered to take up any relevant issues for Chorley Council on behalf of the Parish Council; this was welcomed. It was also suggested that we consider a PACT (Police and Community Team) for our area; it was agreed to consider this at a future meeting.

1343: PLANNING REPORTS

1. 24/00600/FULHH re: 15 Chapel Lane PR5 0RY

The application was discussed. No one had any objection in principle to the application, but several councillors raised their concerns that the use of materials was not in keeping with the age and style of the property. It was agreed the Clerk write to Chorley Council highlighting these concerns.

1. Childrens’ Home, Riley Green

Concern had been expressed that the Home may be in breach of planning regulations regarding parking. It was agreed to keep an eye on this and local residents should keep a diary on this and other issues regarding the home. An initial residents meeting had been held (minutes to be attached as an addendum to these minutes for the record) and it was good to hear that the management of the company running the home had agreed to meet local residents.

1344: ACCOUNTS FOR PAYMENT

Accounts for payment:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Easy Websites | 22 | Monthly Hosting Fee 1st July | £30.36 | DD |
| HMRC | 23 | Clerk Tax July | £88.40 | Cheque (1) |
| Mike Graham | 24 | Clerk Salary July | £353.60 | Cheque (2) |
| Whitehead & Aldrich | 25 | Payroll April, May, June | £108.00 | Bank Transfer |
| Easy Websites | 26 | Hosting Fee 1st Aug | £30.36 | DD |
| Holy Trinity Church | 27 | Room Hire Aug 2024 | £20.00 | Bank transfer |
| AJB Insurance | 28 | Insurance Fee | £50.00 | Bank Transfer |
| Lancs County Council  | 29 | SpID Pole Fitting | £2,080.80 | Bank Transfer CIL |
| HMRC | 30 | Clerk Tax August | £88.40 | Cheque (1) |
| Mike Graham | 31 | Clerk Salary August | £353.60 | Cheque (2) |
| Julie Caton | 32 | Bark for community garden | £39.96 | Bank Transfer  CIL |
| Elan City | 33 | SpID Solar Power Unit | £509.08 | Bank Transfer  CIL |

The above were all agreed.

1344: PARISH FINANCES

1. Below is the Income and Expenditure for Hoghton Parish Council up to and including 31st July 2024 (it does not include items 23 to 32 tabled for our 5Th August Council meeting).

The Parish element (running costs) and Community Infrastructure Levy (CIL) has been separated out to identify the two separate funding and expenditure streams.

|  |  |  |  |
| --- | --- | --- | --- |
|  | PARISH ACCOUNT | PARISH ELEMENT | CIL ELEMENT |
| bf (01/04/24) | £16,894.28 | (-£2,027.81) | £18,922.09 |
| Income | £13,407.13 | £13,407.13 | £0.00 |
| Expenditure | £3,449.56 | £2,950.89 | £498.67 |
| c/f balance (31/07/24) | £26,851.85 | £8,428.43 | £18,423.42 |

Bank as represented by Nat West account number 93989903 as of 31st July 2024 is £26,851.85

1. Certificate of Exemption and AGAR Return 2023/24

These formal documents require resigning as the posted version had not been received by PKF Accountants (Government appointed for Parish Council returns) even though they had been posted in good time.

1345: LAND ADJACENT TO HOGHTON POST OFFICE

 These are still with the de Hoghton Estate solicitors for finalisation. The Clerk would chase this up via Forbes Solicitors.

1346: COMMUNCATIONS

 The Village Hall advised they are planning a brass band concert to raise funds for the Village Hall refurbishment. It was agreed to publicise this.

1347: ANY OTHER BUSINESS

 Five ‘Declaration of Office’ forms had been signed. When all 7 are received they will be posted on our website.

1348: NEXT MEETING DATE

 Monday 23rd September 2024

 The meeting closed at 21:15.