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**Draft Minutes of Much Hoole Parish Council meeting held on Monday 10<sup>th</sup> February 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Much Hoole.**

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**Present:** Cllrs K Hayes (Chair), A. Taylor, R. Lea, E. Jackson, E Houghton, Clerk Miss A. Evans

**1. Apologies for Absence**

Cllrs N. Woodcock, T. Hewitt, P. Cocker

**2. Declaration of Interests and Dispensations:**

Cllrs A. Taylor and E. Houghton declared a non-pecuniary interest in agenda item 7.

**3. Minutes of the previous Meeting**

**It was resolved** that the minutes of the MHPC meeting held on the 13<sup>th</sup> of January 2025 were agreed to be a true and accurate record. Proposed by Cllr A. Taylor, seconded by Cllr R. Lea and agreed unanimously. The Chair Cllr K. Hayes signed the minutes. Additionally, the minutes of the MHPC meeting held on the 9<sup>th</sup> of December 2024 were formally proposed by Cllr E. Houghton, seconded by Cllr R. Lea, and unanimously agreed, after amendments were made and signed by the Chair, Cllr K. Hayes at the January MHPC Meeting.

**4. Public Time**

Public Participation: One member of the public was present at the meeting.

**5. Correspondence from members of the public.**

None received.

**6. Reports from other meetings and information on future events**

The Council noted that Cllr E. Houghton had received an email from LALC for the executive committee and finance committee, regarding a meeting in the South Ribble area in January. However, upon chasing up confirmation of the missed date it was advised that the notice was sent in error and that no such meeting had taken place.

**7. Village Hall**

The Council noted Cllr A. Taylors' report on the Village Hall for the past month. The Village Hall bookings remain regular, and the Local Lunches continue to be well attended with 73 people attending the most recent lunch. Additionally, coffee mornings are busy, and the finances are showing a healthy balance. The main room has been redecorated to maintain its appearance.

**8. Off Road Cycle Track**

- a) Cllr R Lea attended the cycle track 4 times in the last week, picked up litter and interacted with users and on one inspection, he had to wipe down to clean the two picnic tables as someone had walked on them in muddy boots. Additionally, someone had been digging to try and make the peaks higher for more of a lift. As such, Cllr R Lea has designed the sign discussed at the last MHPC meeting which states that the track is not a dirt track and no digging is allowed. The sign invites users to share their ideas and suggestions for the Cycle track. Council noted that the track is attracting users from not only Much Hoole but surrounding areas too.
- b) **It was resolved** that the quote for a sign to discourage digging at the cycle track, be approved in the amount of £135.55. This was proposed by Cllr E. Houghton, seconded by the chair, Cllr K. Hayes and unanimously agreed.

**9. Finance**

- a) **It was resolved** that the bank reconciliation for the month of January 2025 was agreed to the bank statements and was signed by Cllr E. Houghton and unanimously agreed.
- b) **It was resolved** to authorise the following payments, proposed by Cllr E. Houghton, seconded by Cllr A. Taylor and unanimously agreed:
1. Clerks' January gross salary in the amount of £557.41.
  2. Clerks' January reimbursements in the amount of £95.52 (£93.02 for mileage and £2.50 for Lebara PAYG Sim).

3. Receipts from Cllr R. Lea for Community Orchard planting materials in the amount of £103.
4. Council noted the CIL monitoring report, uploaded on the MHPC website covering the period 2018 – 31/03/2024.

#### 10. Revision to 2025-26 Budget – CIL & Reserves

- a) Council noted the Clerks discussions with LALC and P Cafferkey and were satisfied with the monitoring of CIL income and the Councils current financial reserves situation. Council noted that the situation had been interpreted correctly previously but that it was not a serious matter as it can be rectified and managed moving forward.
- b) Council considered the advice to transfer the CIL funds into a dedicated bank savings account for clearer financial management and **it was resolved** that this be actioned. The proposal was made by the Chair, Cllr K. Hayes, seconded by Cllr E. Houghton and unanimously agreed.
- c) The Council reviewed a report presented by the clerk, outlining the recommended and revised earmarked reserves for the 2025-26 financial year and approved the following recommendations to be updated in the 2025-26 budget:
  - Election Costs: £8,000
  - Emergency Funds: £4,000

**It was resolved** that a balance of the above amounts be maintained in the bank account on an annual basis going forward to maintain healthy and reasonable reserve levels. This was proposed by Chair, Cllr K. Hayes, seconded by Cllr R. Lea and unanimously agreed. The Council also noted that the earmarked reserves for CIL income may decrease depending on infrastructure and project spending and will increase with any additional CIL income.

#### 11. Footpaths & Gardens

Council noted the report provided by Cllr P. Cocker in his absence which confirmed that no inspections on the footpaths had been completed this past month due to wet ground conditions. FP8 is the next new signpost to be planned in the drier weather. Council noted the proposal to convert the existing FP2 Much Hoole footpath into a Bridleway (Haunders Lane to Liverpool Road) and that the footpath/bridleway will continue to be inspected on the PROW network. Timescales outlined below:

- 11<sup>th</sup> February 2025 – Deadline for the Order Making Authority's statement of case.
- 25<sup>th</sup> March 2025 – Deadline for objections, comments, or other representations.
- 6<sup>th</sup> May 2025 – Deadline for comments on statements of case.

#### 12. Community Orchard Project

- a) Cllr R. Lea provided an update on the planting of the 10 fruit trees and fir tree at Trafalgar Garden, referred to as the 'Community Orchard Garden' and confirmed the event was very successful with Ian Wright, head of LCC trees division commenting on how well the event was organised. There were 90 'action shot' photographs taken of the families on the day and Cllr E. Houghton commented on how great the garden looked with the Council agreeing that they were pleased with how the project has turned out.
- b) Cllr E. Houghton made a proposal to record a vote of thanks to the Community Orchard Project team for their efforts in organising the delivery and planting of fruit trees on Saturday 18<sup>th</sup> January 2025. This was agreed by the Council.
- c) Cllr E. Houghton made a proposal to record a vote of thanks to the two schools, parents, teachers, and volunteers who successfully planted the fruit trees, and it was agreed that the Clerk send letters to both schools to thank the children involved. This was agreed by the Council.
- d) Cllr E. Houghton made a proposal to record a vote of thanks to James Nelson for the fir tree donation and assistance on the day and it was agreed that the Clerk send a letter to Mr. Nelson. This was agreed by the Council.
- e) **It was resolved** that the quote from Signs Express in the amount of £228 for eleven signs be approved and the signs wording, size, design, positioning, and erection in the Community Orchard (Trafalgar Garden) be approved. This was proposed by Chair, Cllr K. Hayes, seconded by Cllr A. Taylor and unanimously agreed.
- f) **It was resolved** that the costs from John H Mayors in the amount of £24.00 for four round posts and a bag of postcrete be approved. This was proposed by Chair, Cllr K. Hayes, seconded by Cllr A. Taylor and unanimously approved.
- g) Cllr R Lea confirmed we are now responsible for mowing the grass at the Community Orchard Garden, (as advised by SRBC) and has discussed this with the Village Lengthsman. The Council agreed that to ensure the gardens' maintenance, Cllr R. Lea will take his own mower in April with the Lengthsman strimming at the same time. The Council also noted that, moving forward, a larger mower will be needed. For the time being, the Village Hall have kindly offered use of their ride-on mower. It was agreed that the Council will initially try using this mower to assess its suitability for the garden. Council agreed to defer the matter until after the ride-on mower has been used so that a decision can be made on a long-term solution for the maintenance of the grass.

### **13. Village Hall MUGA**

Cllr A. Taylor in his role as a member of the Village Hall management team, presented a summary business plan to the Council, outlining projected annual income and costs for a MUGA, including tennis, pickleball, netball and football. Council noted that the summer pickleball will be promoted this year with 4 courts and that SRBC have put the Village Hall forward for a grant of £900 to cover the costs of equipment. So far, 76 residents have expressed interest in Pickleball, excluding families so it is predicted to be popular. Cllr A. Taylor confirmed to Council that the taster sessions for Pickleball will begin in May 2025. To save money towards funding a MUGA or any sports activity, Cllr A. Taylor proposed the Council put a figure of £18,000 on the precept every year for the foreseeable future, meaning £21 per household, per year, equivalent to 20 pence per person, per week (2-person household).

After discussion, Council approved a public consultation to begin in May 2025 via SRBC, to ask the residents if this proposal is agreeable. Cllr R. Lea suggested timing the consultation once the pickleball courts were open to the public for use, so that residents can see the sport thriving. It was agreed that the Clerk write to Louise Davies at SRBC to confirm the correct contact details for the consultation team and expected lead times on consultation, with the Council agreeing to a start date of May 2025 for initial discussion via use of a booth/stall at the Spring Fair at the Village Hall on the 26th of May 2025, followed by questionnaire handouts in June 2025.

### **14. South Ribble Allotments**

Council noted that Cllr R Lea is waiting to hear back from Louise Davies at SRBC and that together with a member of public and parks team, they are looking into potential sites for allotments locally. This question could be raised in the next newsletter.

### **15. Bus Routes in Much Hoole Village**

The Council discussed the proposed changes to the Service 12 bus route. Cllr E. Houghton stated that it could take a long time to get to Leyland if the bus is going through Chorley and Council noted this. Cllr R Lea has written to the bus routes team and confirmed the support of MHPC, requesting that they update him with timeframes so that we can help with publicity in Much Hoole, on the noticeboards, Facebook page and website, if it goes ahead.

### **16. Much Hoole Map with public rights of way and points of Interest**

- a) Council reviewed both the current Much Hoole village map and PROW map from Mario and approved the specification for a new map. This was proposed by Cllr E. Houghton, seconded by Cllr A. Taylor, and unanimously agreed.
- b) Council discussed how to use the map but agreed that they would need to see the digital design first before planning how to distribute along with approving any quotes for printing.
- c) Council reviewed and approved the quote of £600 + VAT from 'Fertile Frog' for a customised digital map as per the agreed specification. This was proposed by Cllr E. Houghton, seconded by Cllr A. Taylor, and unanimously agreed.
- d) Council approved an Ordnance Survey License in the amount of £47.50+ VAT. This was proposed by Cllr E. Houghton, seconded by Cllr A. Taylor, and unanimously agreed.
- e) Council approved printing costs of the map of up to £400+VAT. This was proposed by Cllr E. Houghton, seconded by Cllr A. Taylor, and unanimously agreed.

### **17. Fallen Soldiers Plaques**

The Council reviewed the report provided by the Clerk which detailed discussions with the Croston Historian, along with a sample plaque which was presented to the Council to consider the design. It was agreed that the Council wished to proceed with the project, but first Chair Cllr K. Hayes will determine the costs for the subscriptions of both the Ancestry and War Commission website first and if reasonable, Council can approve it at next month's meeting.

### **18. Planning**

Council noted the following planning applications:

- 07/2025/00026/DIS. 198A Liverpool Old Road Much Hoole Preston Lancashire PR4 4QB. Discharge of conditions 7, 9-11 and 17 for Plot 3 only pursuant to permission 07/2021/01001/FUL for erection of 3 No. detached houses and associated detached garages.
- 07/2024/00935/LBC. Apple Tree Barn Town Lane Much Hoole Preston Lancashire PR4 4GJ. Proposed single side storey extension, new entrance door, replacement windows and internal modifications to existing barn.

### **19. Items for next agenda**

Community Orchard Project – maintenance of grass.  
Bus routes marketing.  
Footpath map pamphlets.  
Fallen soldiers' plaques – costs of subscriptions to the Ancestry and War Commission website.  
South Ribble Allotments.  
Update on cycle track no digging sign.  
Chairmans chain of office  
Update on Community Orchard Garden tree signs.  
Update on consultation for MUGA.

**20. Date of the next meeting**

The Council unanimously agreed to the date of the next meeting being held on Monday 10<sup>th</sup> March 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Liverpool Old Road, Much Hoole, PR4 4QA.