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**Draft Minutes of Much Hoole Parish Council meeting held on Monday 10<sup>th</sup> March 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, N. Woodcock, E. Jackson, P. Cocker, Clerk Miss A. Evans

**1. Apologies for Absence**

Cllrs E. Houghton, T. Hewitt.

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

Cllr A. Taylor declared a non-pecuniary interest in agenda item 8.

**3. Minutes of the previous Meeting**

**It was resolved** that the minutes of the MHPC meeting held on the 10<sup>th</sup> of February 2025 were agreed to be a true and accurate record. Proposed by Cllr R. Lea, seconded by Cllr N. Woodcock and agreed unanimously. The Chair Cllr K. Hayes signed the minutes.

**4. Public Time**

Public Participation: Thirteen members of the public was present at the meeting.

Residents concerned with the planning application 07/2024/00629/HOH for the erection of outbuilding for vehicle storage (private helicopter and commercial vehicles)

**Resident one:** The applicant for the above-mentioned planning application, addressed the Council to request their support of their application. The applicant had attended a previous Parish Council meeting and reiterated their willingness to reach an agreement with other residents regarding the helicopter flight paths and times and that they have now gained the support of their neighbours.

**Resident two:** A resident living next door to the applicant stated that they would arguably be the most affected by the helicopter. However, they confirmed that they have no issues with the helicopter and that flight times, specifically the departures and returns lasts less than five minutes and cause no problems for them. They further stated that the direction of travel is towards the A59 and not above neighbouring houses and the storage building in question poses no concerns so, they're happy for it to remain as it is.

**Resident three:** A resident living next to resident two confirmed to Council that the building causes no issues, and they find it peaceful as it is. They suggested that it would be much more disruptive if noisy work was to be done to alter or remove the building.

**Resident four:** A resident living opposite and across the road from the applicant supported the views and comments from neighbouring residents, stating the helicopter is causing no issues. They added that the residents are unable to see the building due to trees.

**Resident five:** A neighbouring resident stated that they have no issues with the building but did advise that they have previously had an issue with the flight path due to proximity to their horses. They reported that after meeting with the applicant, an agreement was reached, and the flight path and timings of take-off and landing were changed to avoid affecting their property. The issue has since been resolved.

**Resident six:** A resident living behind the applicant confirmed they have no issues with the helicopter.

Chairman of the Hoole Village Memorial Hall

The Chairman of Hoole Village Memorial Hall announced that the Village Hall had won a SRBC 50<sup>th</sup> Anniversary award for "Community Group/Volunteer Team"; a significant milestone which recognises the outstanding contributions of the many volunteers who support the Village Hall. He also announced the recognition of the President and Trustee of the Village Hall, Stan Pickles, for his exceptional voluntary contributions had won a "Volunteer of the year, over 25's" category award. The Chairman emphasised that the Village Hall's success

would not be possible without the support from the many volunteers who help run the hall, the community of Much Hoole, the wider community and the Parish Council and thanked the Council for their continued support in helping the Village Hall to grow and flourish. The Chairman lastly reiterated his personal support for the application of the helicopter building, which would help put Much Hoole on the map, promoting the village.

#### New houses being built on Town Lane, near the San Marco Restaurant

A resident stated that four beautiful mature trees in front of the new housing development were cut down 3 weeks ago and that this had caused them upset. Council confirmed that they would locate and provide the details of the tree preservation team at LCC to confirm whether the trees had a tree preservation order.

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

One email was received regarding planning application [07/2024/00629/HOH](#) with a request for the Council to object the planning application. The Chair, Cllr K. Hayes and the Clerk had invited the resident to attend this Council meeting to discuss this further, but the resident was not present at the meeting.

#### **6. Planning**

[07/2024/00629/HOH](#). The Beeches Town Lane Much Hoole Preston Lancashire PR4 4GJ. Retrospective application for erection of outbuilding for vehicle storage (private helicopter and commercial vehicles). and

[07/2025/00106/FUL](#). The Beeches Town Lane Much Hoole Preston Lancashire PR4 4GJ. Retrospective application for change of use of land to an area of hardstanding for sports use and as a helicopter landing pad for personal and business commuting use.

The Chair, Cllr K. Hayes informed the applicant that the Parish Council does not make the planning decision but that the Council can submit a comment in support of the planning application. Cllr R. Lea proposed that we write a letter of support to SRBC, noting that 11 members of the public attended this meeting to offer their support for the application. Cllr A. Taylor seconded the proposal, and it was unanimously agreed.

Council noted the following planning applications:

- [07/2025/00092/FUL](#). Lincoln House Liverpool Road Much Hoole Preston Lancashire PR4 4RJ. Change of use from C3 (dwellinghouse) to C2 (Care home) for up to three children (resubmission of planning permission [07/2021/00638/FUL](#)).
- [07/2025/00088/FUL](#). Land Between 12 and 15 Town Lane Much Hoole Preston Lancashire PR4 4GJ. Construction of three dwellings.

#### **7. Reports from other meetings and information on future events**

The Clerk announced and the Council noted that Cllr R. Lea who was nominated by the Council for the SRBC 50<sup>th</sup> Anniversary "Volunteer of the year – Over 25s" Award, had also won this honourable award. The Awards evening is scheduled for Saturday 29<sup>th</sup> March 2025 at The Civic Centre, West Paddock, Leyland and that there will presumably be several winners in each category. The Council formally congratulated Cllr R. Lea on his achievement and extended thanks for his outstanding contributions to the community. The Chair confirmed she will be unable to attend the awards evening with Cllr R. Lea, so Cllr R. Lea kindly offered the Clerk the opportunity to attend the event as a gesture of thanks for her role in drafting the nomination and the submission. The Clerk confirmed she is happy to attend as a guest.

#### **8. 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 nearly 80 people now regularly attending. Additionally, coffee mornings, Sunday concerts and all the regular activities are ongoing. The Village Hall is still successfully filling its role as the main community hub. The Pickle ball courts should be ready for taster sessions at the end of April, so May should see a lot of activity.

#### **9. Off Road Cycle Track**

- a) Cllr R. Lea reported that he recently visited the cycle track, where parents expressed concern that small E-bikes were not allowed for small children, as they perceived them to be harmless. Cllr R. Lea mentioned that the parents had suggested arranging a meeting to discuss the issue and develop more realistic rules. Cllr A. Taylor explained to the Council that the purpose of the Cycle pump track is that it encourages physical activity by promoting exercise and promoting an equal playing field for all users. The Council unanimously agreed that if the use of E-Bikes on the track were to cause accidents, then they might be seen as permitting this. The Council agreed that they should continue to visit the Cycle track and engage with its users regularly. Cllr R. Lea has written to the Police Community Support Officers requesting their assistance in conducting regular patrols on

weekend and weekdays (after 4pm) to deter the use of E-Bikes and ask users to leave if necessary. No response has been received yet, but Cllr R. Lea will update the Council if one is received.

- b) An invoice was presented to the Council for a sign stating "Definitely no E-Bikes" for the Cycle pump track in the amount of £85.20, which was £24.00 cheaper than the original quote. **It was resolved** to pay the invoice, proposed by the Chair, Cllr K. Hayes, seconded by Cllr P. Cocker and unanimously agreed.
- c) The Council discussed and considered an annual budget of £400 for cycle track maintenance. Cllr R. Lea advised the groundswoker, recommended by C Hewitt (the cycle track Lengthsman), lives an hour away but that C Hewitt will visit the cycle track with the groundswoker to assess the work that needs to be done. **It was resolved** that a £400 annual budget for cycle track maintenance be approved and that if C Hewitt believes that his work will cost less than this he can proceed and furnish invoices to the Council for approval on completion of the work. This was proposed by the Chair, Cllr K. Hayes, seconded by Cllr R. Lea and unanimously agreed.
- d) Cllr R. Lea confirmed that both the "no digging" and "definitely no E-bikes" signs have both been erected at the Cycle pump track.

#### 10. Finance

- a) **It was resolved** that the bank reconciliation for the month of February 2025 was agreed to the bank statements and was signed by Cllr E. Jackson and unanimously agreed.
- b) **It was resolved** to authorise the following payments, proposed by the Chair, Cllr K. Hayes, seconded by Cllr A. Taylor and unanimously agreed:
  - 1. Clerks' February gross salary in the amount of £499.44
  - 2. Clerks February reimbursements in the amount of £97.12 (£80.28 for mileage, £9.99 arch files x 3, postage £1.85 and £5.00 for Lebara PAYG Sim)
  - 3. H Jackson invoice for February in the amount of £64.00
  - 4. R Lea reimbursement of expenses on materials to erect signs at the orchard and cycle pump track being posts and postcrete in the sum of £31.68.

#### 11. End of year Financial Monitoring review 2024-25

The Council reviewed and noted the projected end-of-year Financial Monitoring report for the year 2024-25, prepared by the Clerk/RFO and circulated at the meeting. Cllr R Lea proposed we publish the end of year financial monitoring review report with the minutes and the budget for 2025-26 be published with the April agenda. The proposal was seconded by the Chair Cllr K. Hayes and unanimously agreed.

#### 12. Footpaths & Gardens

Cllr P. Cocker informed the Council a diversion has been implemented on FP26. However, at the footpath exit, two plastic access chambers have been left creating a trip hazard. Upon discovering this, he reported the issue via the Lovecleanstreets app, and the report has been accepted.

Regarding FP11, Cllr R. Lea has been in contact with Matt Davidson Groundworks regarding phase two of FP11 improvements. However, it appears unlikely they will be able to complete the work. As a result, Cllr R. Lea has reached out to another groundwork company who will meet him on site at FP11 to provide a quote for the work. The Chair Cllr, K. Hayes noted this could be funded with the CIL monies currently available in the bank and it was agreed that Cllr R. Lea investigate the costs/timeframes associated with this project.

#### 13. Community Orchard Project

- a) Cllr R Lea reiterated that mowing arrangements would depend on trials of the available options, including the mower previously offered for short-term use by the Village Hall. He will arrange a date with the village Lengthsman to go and mow the grass depending on how the grass has grown during April.
- b) The Council discussed how to thank the families involved in planting fruit trees in the Community Orchard Garden. The Chair, Cllr K. Hayes proposed that the family names be recorded in the minutes and that a formal thanks be extended. This was seconded by Cllr P. Cocker and unanimously agreed.

The Council would like to extend its heartfelt thanks to the following families for their invaluable assistance:

The Wright family

The Jones family

The Wignall Dunn family

The Burns family

The Cadwell family

The Hosker family

The Hewitt family

The Little family

The Wallwork family

The Braeme Family

Through their efforts in planting the fruit trees, we have created a community garden that not only offers a beautiful space but also provides a sustainable future for generations of families to enjoy for many years to come. The orchard will stand as a lasting symbol of community spirit, providing shelter for wildlife, supporting biodiversity, and protecting the environment. We invite you to visit the orchard whenever you can to see how the trees are thriving. Your kindness has made a real and lasting difference, and we are deeply grateful.

- c) Cllr R Lea confirmed the fruit tree signs are all in place, with the name of the fruit variety and the name of the family who planted the tree. Chair Cllr K. Hayes requested we record a vote of thanks to Cllr R. Lea for designing and organising the signs.

#### **14. Village Hall MUGA**

- a) The Clerk updated the Council on discussions with SRBC, LALC, and P. Cafferkey about the MUGA consultation at the Village Hall. SRBC had been unable to help, but Cllr A. Taylor suggested reaching out to them again, as they had supported a consultation in the past. It was agreed that the Clerk should contact the Chairman of the Village Hall for the previous contact details and research companies specialising in surveying and analytics. The Clerk advised that a plan would need to be in place ahead of the April meeting due to other clerking commitments, such as the annual meeting and AGAR audit, which would prevent the Clerk from continuing to assist with the consultation beyond that time. Cllr R. Lea confirmed he has contacts at LCC who may assist with analysing the collected data and will provide an update once a response has been received.
- b) Council agreed to defer the discussion of arranging a committee of councillors who will lead the consultation until the April meeting and survey research being completed.

#### **15. Central Lancashire Local Plan – the new designated housing areas in Much Hoole**

The Council discussed the proposed plan and its potential impact on amenities and Public Rights of Way (PROWs). Cllr A. Taylor informed the Council that he had spoken with SRBC, but their position remained unchanged from 2023, stating there was insufficient infrastructure to support the development. He suggested that, if the Council were to comment, we should object. The Chair, Cllr K. Hayes, proposed submitting an objection, like the response made during the last consultation. Cllr P. Cocker contacted PNFS (Peak and Northern Footpath Society) for their input, and they provided an email outlining their views and general comments. The Chair, Cllr K. Hayes, proposed that the PNFS email be sent to the Clerk, who should also locate the objection email from 2023 submitted by a previous Clerk. Once found, the Clerk should forward both emails to the Chair, who will draft a formal letter of objection on behalf of the Council.

#### **16. Much Hoole Map with public rights of way (PROWs) and points of Interest (POIs)**

- a) Cllr R Lea informed the Council that we do not have to pay for the Ordnance Survey license. Cllr R Lea is now the principal contact for our membership of the Public Sector Geospatial Association and as a public sector organisation, we are entitled to access this OS information free of charge.
- b) The Council reviewed the map design provided by Fertile Frog and Cllr R. Lea circulated it to the Council. Cllr P. Cocker raised the concern that the POI and FP are both numbers and that this might cause confusion to readers and in addition to this, the Chair, Cllr K. Hayes commented that the orange and yellow lines are too similar. Cllr R. Lea will email Fertile Frog as per his original request, to ensure the orange lines are thinner and sharper and Cllr P. Cocker agreed that the line colours should remain the same but be sharper. The Chair, Cllr K. Hayes suggested distinguishing the two permissive paths by putting pink dotted lines instead, as these aren't fully public dedicated routes and that they act as a footpath, but permission can be taken by the landowner and a gate put across at any point. Cllr R. Lea will email Fertile Frog to request amendments and alter the wording in the information section of the pamphlet. Cllr R. Lea thanked the Chairman of the Village Hall for providing the boundary information. The Chair, Cllr K. Hayes, recorded a vote of thanks to Cllrs R. Lea and P. Cocker for putting together the information required for the map design. Cllr R Lea confirmed that time frames are likely within a week for a completed, printable pamphlet.
- c) The Chair, Cllr K. Hayes signed the terms & conditions sent by Fertile Frog and the Clerk countersigned the same.
- d) The Council reviewed the printing quotes from PCC. However, it was unanimously agreed that Cllr R. Lea obtain a quote from PCC and Fertile Frog for printing 1000 pamphlets for distribution to each residence in Much Hoole. Cllr R. Lea proposed a large map on the current sign board at the Trafalgar Garden, made from exterior grade material and it was agreed that another quote from PCC be obtained for this.

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

The Chair, Cllr K. Hayes informed the Council that she had researched the fallen soldiers' details on the War Commission website and can obtain relevant names, dates of birth and dates of death. However, further details such as addresses cause complications as some are registered at parents or spouses addresses that have moved location and therefore an Ancestry subscription would be beneficial to cross reference with death

certificates. Additionally, some properties no longer exist, and the Council would need to agree where to place the plaque in this instance, but this can be discussed at a later date. **It was resolved** to approve the Ancestry subscription fee at a cost of £54.99 for 6 months, proposed by Cllr R. Lea, seconded by Cllr E. Jackson and unanimously agreed.

#### 19. Items for next agenda

Community Orchard Project – maintenance of grass.  
New Bus route 115 marketing  
Footpath map pamphlets.  
Fallen soldiers' plaques  
South Ribble Allotments.  
Chairmans chain of office  
Update on community consultation for MUGA.  
Update to Fixed Asset Register  
Council postal address

#### 20. Date of the next meeting

The Council unanimously agreed to the date of the next meeting being held on Monday 14<sup>th</sup> April 2025 at 7.30pm at The Venue, Hoole Village Memorial Hall, Liverpool Old Road, Much Hoole, PR4 4QA.

## End of Year Financial Monitoring Report for 2024-25

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### Budget for the Year: Overview of the Budget for 2024-25

- Original Budget: £35,606.00

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### Expenditure: Actual Expenditure to Date as of 28/02/2025

Total Expenditure to Date: £22,232.03, Breakdown:

- £18,651.74 Budgeted Expenditure Spent
- £3,580.29 Allocated to CIL Income Received

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### Forecast Expenditure/Income at 31/03/2025: Additional Balances Due or Spent by 31/03/2025

Additional Expenditure projected to be £1,489.20. Breakdown:

#### To Be Approved at March Council meeting:

- £499.44 Clerk's February Gross Salary
- £97.12 Clerk's February Reimbursements
- £31.68 Cllr R Lea Reimbursement (materials for erecting signs)
- £64.00 Lengthsman February Invoice

#### Anticipated approved Expenditure:

- £360 Fertile Frog Remaining Payment (map design)

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### Forecast Outturn for 2024-25: Projected Total Expenditure and Income for the Year

- Projected Total Expenditure: £23,771.23
- Less CIL allocation: £20,140.94
- Projected Total Income: £22,792.09

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### Forecast vs Budget: Comparison of the Forecasted Outturn Against the Original Budget for 2024-25

- Original Expenditure Budget: £35,606.00
- Forecasted Expenditure Shortfall: -£11,834.77
- Overall Percentage of Budget Spent: 77%
- Unspent Budget: 33% (Note: £10,000 contingency remains unspent)

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### Projected Closing Bank Balance of All 3 Bank Accounts by 31/03/2025

Instant Access 20415992	£26,559.67
Instant Access 20415989	£810.84
Current T1 20415976	£3955,46

**Notes:**

Opening Balance as of 31/03/2024: £32,305.11 (all 3 accounts)

Projected 2024-25 Expenditure as of 31/03/2025: £23,771.23

Projected 2024-25 Income as of 31/03/2025: £22,792.09

Projected Closing Balance as of 31/03/2025: £31,325.97 (all 3 Accounts)

**Notes:**

This closing balance in all 3 accounts has now been earmarked for specific reserves:

- CIL = £15,490.23
- Election Costs - £8,000.00
- Emergency Crisis Funds - £4000.00
- TOTAL = £27490
- Unearmarked reserves: £3835.74