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| **A logo of a church  Description automatically generated** | **MUCH HOOLE PARISH COUNCIL****NOTICE OF MEETING** |
| You are hereby summoned to attend the September Meeting of Much Hoole Parish Council to be held at 7.30pm on **Monday 14th October 2024.** The meeting will be held at **The Venue** **at Hoole Village Memorial Hall**, Liverpool Old Road, PR4 5QA. |

**AGENDA**

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| **1.** | **Apologies for Absence**To receive apologies for absence |
| **2.** | **Declaration of Interests and Dispensations:** to declare any personal or pecuniary interest in respect of matters contained in this agenda or brought up at any point in this meeting. |
| **3.** | **Minutes of the Previous Meetings:** To resolve to approve the minutes of the last Council meeting held on 9th September 2024 as being true and accurate.  |
| **4.** | **Public Time**1. To invite and listen to issues raised by members of the public.
2. Council to review landowner and building concerns near FP27, including potential development limit exceedance, helicopter activity, noise issues and impact on nearby properties.
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| **5.** | **Correspondence from members of the public**To discuss correspondence received from members of the public. |
| **6.** | **Reports from other meetings and information on Future Events** 1. The Council will receive reports from meetings where Councilors have attended as representatives and will discuss upcoming events that Councilors will be attending as representatives.
2. Council to authorise Councillor attendance by Cllrs E Houghton and R Lea at Parish & Town Council Conference 2nd Nov 2024, including any payment of travel expenses.
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| **7.** | **Village Hall**To receive and note a report on the progress of The Village Hall. |
| **8.** | **Review and Authorisation of Updated Financial Regulations**The Council will need to review and resolve to authorise the updated Financial Regulations from Cllr R. Lea and the Clerk/RFO. When adopted they will then be added to the MHPC website. These have been circulated prior to the meeting. |
| **9.** | **Off Road Cycle Track**To receive inspection reports and any updates on the Cycle track and resolve any actions required. |
| **10.** | **Finance**1. To sign off the Bank reconciliation for the end of September circulated prior to the meeting.
2. To authorise the following payments:
	1. Lengthsman H Jackson invoice for September in the amount of £96.00
	2. Clerks September gross salary in the amount of £279.26 – 18.36 hours work. Timesheet circulated with agenda
	3. Clerks September Expenses in the amount of £43.15 (£24.38 for mileage & £18.77 for printer ink) – details circulated with agenda
	4. Preston City Council printing invoice for Much Hoole Parish Maps in the amount of £42.00 – circulated with the agenda
	5. Cllr R Lea payment for cycle track posts and post mix for three new signs in the amount of £23.10 (4 posts at a cost of £11.28 and postcrete mix at a cost of £11.82) – circulated with the agenda
	6. PKF Little John External Auditor invoice for AGAR Audit in the amount of £252.00 – circulated with the agenda.
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| **11.** | **AGAR (Annual Governance & Accountability Return 2023-24)**1. To note and approve the external auditors report & certificate circulated to the council prior to the meeting.
2. To note and approve the Notice of conclusion of AGAR audit 2023-24
3. **AGAR 2024-25:** Council to approve the reappointment of the same internal auditor for the 2024-25 AGAR Audit for MHPC, as previously engaged for the prior audit.
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| **12.** | **Budget Monitoring Quarterly Statement**To discuss and approve the Budget Quarterly Monitoring Statement circulated with this agenda.Key Points for Discussion:* Review areas where spending budgets have not been met, particularly in community projects.
* Council to consider whether to proceed with the purchase of fruit trees for the community garden and authorise quotes being obtained.
* Council to note that 50% of the financial year has passed but 66% of the budget remains unspent.
* Council to note that the cycle track lease invoice has not yet been received, despite being budgeted for.

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| **13.** | **Parish Clerk and Financial Officer**1. Clerk to provide update on Community Orchard Grant application
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| **14.** | **Grant to St Michael’s Church, Hoole**Council to clarify purpose and scope of recent grant paid to St Michael's Church, Hoole and to write to the church to confirm. |
| **15.** | **Chairmans Chain of Office**Council to review and approve the refurbishment quote received from Kraftwork regarding the Chairman's chain of office. Quote Summary (exclusive of 20% VAT):1. Chain Options are to replace with silver gilt: £2,600 or modify existing chain: £500
2. Pendant Restoration in the amount of £200
3. Replacement Case (Flight style case) in the amount of £70
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| **16.** | **Footpaths & Gardens**1. To receive an update on the maintenance of footpaths including work completed.
2. To review and approve the draft letter to the landowner adjacent to Footpath FP27 regarding the complaint about blocked access from the previous meeting.
3. To review progress on discussions with South Ribble Borough Council in respect of an access gate to the community garden – as per the circulated email from Louise Davies at SRBC.
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| **17.** | **Charity Cycle Ride in memory of Russ Weaver**To approve a reimbursement of £200 to Cllr R. Lea for a donation made via Just Giving, as bank card payments are required and MHPC does not use a debit card. |
| **18.** | **Footpath map pamphlets**To discuss the creation and distribution of footpath map pamphlets in the village. |
| **19.** | **Fallen soldiers’ plaques**To discuss the proposal of fallen soldier plaques on properties in the village and to receive any updates from Cllr N Woodcock on discussions with the Croston historian. |
| **20.** | **Much Hoole Halloween Decoration Competition**Council to approve a prize fund of £50 for the Halloween Decoration Competition, consisting of five £10 sweet boxes. The competition will be organized as previously conducted on the Facebook group. Competition to run from the 15th October 2024 and prizes to be drawn on the 3rd November 2024 |
| **21.** | **Poppy Wreath**To approve the purchase of a wreath from Royal British Legion re: Remembrance Sunday within the budgeted amount of £100. |
| **22.** | **Christmas Trees**To approve purchase of two appropriately sized Christmas Trees for the Village Hall and Trafalgar Garden within the budgeted amount of £300.  |
| **23.** | **Planning:** 07/2024/00722/DIS. 94 Liverpool Old Road Much Hoole Preston Lancashire PR4 4QA. Discharge of conditions 3 (Surfacing) and 8 (Lighting) of planning approval 07/2022/00948/FUL |
| **24.** | **Items for next agenda** |
| **25.** | **Date of Next Meeting** The Parish Council to agree the date of the next Meeting as 7.30pm on Monday 11th November 2024 to be held at ‘The Venue’, Liverpool Old Road, Much Hoole. |