**MINUTES OF THE 1190th MEETING OF HOGHTON PARISH COUNCIL**

**HELD ON 28th October 2024 AT HOLY TRINITY CHURCH HALL**

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

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

**Also in attendance:** Four members of the public was present. The meeting also welcomed County Councillor Alan Cullens BEM.

**Apologies for absence:** Chorley Councillors I Amahwe and M Beach.

1363: 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.

1364: MINUTES

The minutes of the 23rd September 2024 meeting were agreed and signed as a true and correct record. No interest had yet been shown in the Parish councillor vacancy.

1365: ADJOURNMENT

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

A discussion took place on the campaign to support a new bus route through Brindle, and therefore Hoghton. The meeting agreed to support a new bus route but not on a political party basis. Councillor Cullens and resident L Worden were thanked for their presentation.

1366: POLICE REPORT

 There was no report.

1367: LALC REPORT

D Cranshaw, Chair of Brindle PC, is reforming the Chorley Area Committee of LALC. This was welcomed and it was agreed that J Caton and A Martin would attend meetings.

1368: ENVIRONMENTAL ISSUES AND CONCERNS

1. Community Garden

An update was given by J Caton and A Martin. It was agreed to purchase signage (to be approved by the Village Hall Committee), bulbs and spring annuals at an appropriate stage using the grant received from Chorley Council.

1. Annual River Darwen Clean Up

The Clerk suggested Saturday 22nd March. This was agreed. The Clerk would approach the de Hoghton Estate about paying for a skip again.

1369: HIGHWAYS AND FOOTPATHS

1. SPIDS on Hoghton Lane

It was agreed by the meeting to purchase two additional SpIDS for £5,600 in total along with a LCC erection fee (including the retrofit of a solar panel to the original SpID at a cost of £447.50 plus VAT (total £557.00).

1. TTRO’S

There was no road closures advised.

1. Bus Stops

After research is has become apparent the stone bus shelters close to the Boars Head are the responsibility of the Parish Council. The detail of this had been lost over time.

The Clerk advised he would approach LCC with a quote for reroofing of the two shelters (Paul Santus of the Village Hall was able to recommend a trustworthy company); he would ask LCC if they were willing to financially contribute.

1370: CHORLEY DISTRICT & LANCASHIRE COUNTY COUNCIL REPORTS

 No report.

1371: PLANNING REPORTS

1. 24/00794/FUL Wards O’Th Hill Farm

There was no comments nor objections.

1. Children’s Home, Riley Green

A draft letter re concerns about the location of the home had been circulated. The Clerk was asked to send it to Ofsted with the comments of a local resident included.

1372: ACCOUNTS FOR PAYMENT

Accounts for payment:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Easy Websites | 40 | Monthly Hosting Fee Sept | £30.36 | DD |
| HMRC | 41 | Clerk Tax | £88.40 | Cheque (1) |
| Mike Graham | 424546 | Clerk SalaryPhotocopy paperRemembrance ‘Tommies’ | £353.60 £5.99£51.98 | Cheque (2) |
| Whitehead & Aldrich | 43 | Payroll | £108.00 | Bank transfer |
| Holy Trinity Church | 44 | Room Hire Sept 2024 | £20.00 | Bank transfer |
| Alison Martin | 47 | Remembrance Poppies | £30.00 | Bank transfer |

The above were all agreed.

1373: PARISH FINANCES

1. Parish Bank Balances

The following report was received and agreed.

Below is the Income and Expenditure for Hoghton Parish Council up to and including 28th October 2024 (these include items 40 to 45 tabled for our28Th October 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 | £13,907.13 | £13,907.13 | £0.00 |
| Expenditure | £8,440.47 | £5,211.96 | £3,228.51 |
| c/f balance (30/10/24) | £22,360.94 | £6,667.36 | £15,693.58 |

Please note our income has increased due to a successful £500 grant application to Chorley BC (Community Garden); a further £500 application to LCC has been agreed (Christmas trees) and this will soon be in our account.

At our last meeting I was asked to advise Parish Councillors of the dates our CIL expenditure requirements. These are:

Minimum of £273.31 by 28/10/25
Minimum of £13974.15 by 28/04/26
Minimum of £2231.96 by 28/10/26

1. Parish Precept

The following was tabled and discussed. A precept increase of % (plus additional NI contributions was agreed.

Anticipated General a/c expenditure (not CIL monies) for 2025/26:

|  |  |  |
| --- | --- | --- |
| Payee / Item | Regular Payment £ | Annual Total £ |
|  |  |  |
| Clerk Salary and HMRC\* | 467.00 | 5604.00 |
| Easy Websites hosting | 30.36 x12 | 364.32 |
| Payroll | 112.00 x 4 | 448.00 |
| Room Hire | 20.00 x10 | 200.00 |
| LALC / NALC Subs | 175.00 | 175.00 |
| Liability Insurance# | 1,250.00  | 1,250.00 |
| Grass Cutting / Grounds Contract# | 1,400.00 | 1,400.00 |
| Misc (copy paper / printer cartridges) | 25.00 | 25.00 |
| Remembrance Sunday Wreath | 75.00 | 75.00 |
| TOTAL |  | £9,541.32 |

\* Assumes an increase of £300 per annum (to be agreed)

# We are going to seek alternative quotes

Until this current year our Parish Precept had been kept at £6000 per annum for some 8 years.  This clearly was not sustainable and had not been so for some years.  Without the 100% Precept increase for this current year the Council would have been in a serious financial position.

We started 2024 with a level of debt of £2027-81.  The agreed aim of the Parish Council is to have a current account carried forward balance of x2 our annual expenditure (approximately £19,400); this is good practice and gives us the opportunity to have contingency reserves to deal with unexpected expense. Indeed, we are currently in this unfortunate situation with potential major expenditure to repair or reroof the two stone bus shelters by the Boars Head.

It is predicted we will start the next financial year in April 2025 with a current account with our debt cleared but no contingency.

The estimated expenditure for 2025/26 is £9,541 this allowing us to build up a contingency carried forward in April 2026 of approximate £2,500 unless we have unexpected additional expenditure.

The Parish Council need to set the Precept for 2025/26 and advise Chorley BC of this.  Every 0.5% increase in the Precept will give us additional income of £60.

The Parish Council will want to consider a figure that enables us to gradually move towards building up the agreed contingency fund.   My suggestion is you should consider a minimum 5% increase thus realising an additional £600 income [NOTE: this was agreed plus a subsequent email discussion agreed to increase by an additional £90 as the recent Government Budget meant NI contributions on the Clerk salary would now be payable}.

The additional £600 is equivalent to £1.71 per household per annum.

1. Village Hall

The Parish Council agreed to contribute £400 towards the cost of siting the Parish Christmas tree at the Hall along with hall use and electricity costs for lighting. It was further agreed to donate £600 from Parish CIL monies towards the cost of the Village Hall refurbishment.

1. Christmas Trees

The grant request of £500 to LCC to help fund Christmas Tree expenditure had been authorised and the monies received. A planning and logistics meeting would be held.

1. War Memorial

It was reported that the war Memorial may need some repair work. We would look at this, and the possibility of a grant application, following Remembrance Sunday.

1374: LAND ADJACENT TO HOGHTON POST OFFICE

The Clerk had contacted our grounds contractor to trim the hedge around the land and this had now been carried out.

1375: COMMUNCATIONS

 None

1376: ANY OTHER BUSINESS

Councillors were reminded to return their Declaration of Interests forms to the Clerk. Details for Remembrance Sunday had been circulated.

1377: NEXT MEETING DATE

 Monday 9th November 2024 at 7pm.

 The meeting closed at 21:25.