

**Minutes of the Little Hoole Parish Council Meeting
held on Monday 09/08/2021, at Walmer Bridge Village Hall**

In attendance: Councillor L Dryden (Chair) Councillor J Rainsbury (Vice Chair)
Councillor D Owen Councillor C Foster
Mr D Swift (Clerk/minutes)

Plus one member of the public.

1. Apologies for absence

Councillors Wilcock, Rimmer and S Rainsbury were unable to attend.

2. To agree the minutes of the last Parish Council Meeting

It was agreed to add a retrospective pecuniary interest for Councillor Dryden in respect of item 15, point c to the minutes of the meeting held on 12/07/2021. These amended minutes were agreed by all Councillors present as a true record.

3. To receive declarations of interest

Pecuniary interests were declared by Councillor Dryden in respect of item 7, payment 3 and item 9. Non pecuniary interests were declared by Councillors J Rainsbury and Owen in respect of item 10.

4. Matters arising from the minutes

Item 8: Councillor Foster sent the invoice relating to the defibrillator to the Clerk.

Item 14: The Clerk has set up the Facebook page for the Parish Council. *The Clerk will send the link for this to Councillor Wilcock so that it can be referenced on the Walmer Bridge Village page.*

5. Matters raised by the public

The member of the public present mentioned two items:

- Has any action been taken on the issues raised at the last meeting?
 1. Councillor Dryden has reported the puddle to Lancashire County Council (LCC) Reference No: 336078
 2. Councillor Dryden has discussed the hedge on Dob Lane with the contractor employed by the school as it comes under their duty of care remit.
- Has any further action been taken regarding speeding on Gill Lane, following an email to the Parish Council on 20/05/2019? *Councillor Dryden will discuss this with Lancashire County Council (LCC)*

6. Financial Statement

The Clerk presented the Financial Statement, as at 31/07/2021; the balances are:

- *Current Account: £34,123.89*
- *Business Reserve Account: £18,610.53 (plus interest from April-July, to be confirmed)*

SRBC remitted the annual precept of £22,500 to the Parish Council in early July.

7. Payments

The payments shown below were presented for discussion and agreement.

Payment Description	Amount	Proposed by	Seconded by
Acer Gardens (July 2021)	£120.00	Councillor J Rainsbury	Councillor Owen
Clerk's salary (July 2021)	£176.00	Councillor Foster	Councillor J Rainsbury
Lewis Dryden (Gardening work)	£150.00	Councillor Foster	Councillor J Rainsbury
LALC/NALC Membership (item 8)	£390.19	Councillor J Rainsbury	Councillor Foster
Equipment Servicing (item 9)	TBC	Councillor Foster	Councillor Owen

These payments were unanimously approved.

8. Proposal: The Parish Council to become members of LALC and NALC

LALC is the Lancashire Association of Local Councils and NALC is the National Association. Marion Gelder, the Chief Executive Officer of LALC, invited the Clerk to a virtual meeting with other Parish and Town Council clerks in June, which he attended. At the Clerk's request, membership costs of both organisations were confirmed by Ms Gelder. Councillor Dryden introduced this subject, it was explained the advantages of joining these organisations, they provide a wealth of information from legal advice to online/offline courses as well as forums and help when ever needed by both Councillors and Clerk to further their knowledge or questions if and when needed. The Parish Council agreed to become members. *The Clerk will liaise with Ms Gelder to arrange membership and discuss payment arrangements.*

9. Proposal: Approval of servicing equipment used to maintain Community Garden

At this point, Councillor Dryden left the room and Councillor J Rainsbury became acting Chair. Following some discussion, Councillor Foster proposed that the Parish Council should pay for the servicing. This was seconded by Councillor Owen and agreed. *Councillor Foster will obtain a quote and send it to the Clerk.* Councillor Dryden returned to the room and resumed his role as Chair of the meeting.

10. LED armbands for schoolchildren

Councillor Owen outlined this subject. In September 2021, it is anticipated that there will be 201 pupils at the Primary School. A sufficient quantity of armbands and spare batteries has been costed at £335.45. Councillor Foster proposed that the Parish Council fund these items; Councillor Dryden seconded the proposal and this was unanimously agreed. *Councillor Owen will organise the purchase in conjunction with the school.*

11. Christmas Decorations

Councillor Foster introduced this subject. After a general discussion, it was agreed to continue the discussions at the September meeting. Councillor Dryden proposed that Christmas trees for the Village and Community Garden be ordered by the Parish Council; this was seconded by Councillor Owen and carried. *Councillor Dryden will organise the order for the trees.*

12. Remembrance Poppies

Councillor J Rainsbury introduced this subject and proposed that the Parish Council purchase the poppies. Councillor Foster seconded this and the proposal was carried unanimously. *Councillor J Rainsbury will organise the order.*

13. Future projects for discussion

Councillor Dryden introduced this subject and asked that the Councillors continue to consider any future projects which the Parish Council might support.

14. Update: SPID signs

Councillor Dryden stated that the posts for the signs are ready and will be installed soon. *Councillor Dryden will place the order for the devices in mid August once the supplier is operational again after the Summer break.*

15. Update: Risk Register

The Clerk contacted the Clerk at Much Hoole and has obtained a copy of their risk register. This will be compared with the sample register Councillor Dryden has acquired from SRBC and be used to compile one specific to the Parish Council.

16. Update: Parish Council Standing Orders

Councillor Dryden has obtained a template for this and will send it to the other Councillors for further discussion and comment.

17. Update: NatWest Business Reserve Account

The Clerk has liaised with signatories to confirm the change of address and contact details on the Business Reserve account. A request has been made to add Councillor Dryden to the list of signatories. The current balance is to be ascertained prior to the closure of the account and the transfer of the balance to the new Unity Trust deposit account.

18. Correspondence

a. The Lengthsman has emailed the Clerk to state his intention to withdraw from the contract – with 28 days notice given – as he is no longer able to meet its terms. After some discussion, it was agreed to review and revise the contract to enable the Lengthsman to continue as Councillors are very happy with the quality of the work performed.

b. The Clerk received an email from Walmer Bridge Village Hall (WBVH), which requested that the planned Parish Council meeting dates for January and May 2022 be moved from the second to the third Monday; this was due to clashes with the WBVH committee meeting in relation to Bank Holidays. The change was agreed and *the Clerk will contact Maureen Nicholl from WBVH to confirm the revised dates.*

c. A second email from the WBVH committee was received relating to planned improvement to facilities at the hall. They thanked the Councillors for their time in dealing with this matter, stating that £2888.68 of the £3300 required from a third-party contributor has already been raised, so they have decided to top up the difference from their own monies. However, they are still seeking Parish Council support for improving the facilities at the hall. The Lancashire Environmental Fund, should the application be successful, will not cover all costs required to carry out the works. The WBVH committee are awaiting quotes and are not yet able to give exact figures. The request was noted and *the Clerk will reply to Maureen Nicholl to this effect.*

19. Date of next meeting

The next meeting will be held on September 13th in the lounge of Walmer Bridge Village Hall, starting at 7pm.