

**Minutes of the Annual Croston Parish Council Meeting
held on Wed 15th May 2024, at Croston Old School**

In attendance: Cllrs K Almond, P Sloan, P Strachan, C Titherington-Teale, C Turner, P Fenemore, S Moulton, Mr P Cafferkey (Clerk & Responsible Financial Officer). Two members of the public were also in attendance for items 1 to 6 and three members of the public thereafter.

1. **Election of Chair:** It was resolved that Cllr Strachan be re-elected as Chair
2. **Election of Vice Chair:** It was resolved that Cllr Turner be elected as Vice Chair
3. **Apologies for absence:** Cllr C Worthington.
4. **To receive declarations of interest:** None.
5. **To agree the minutes of the Parish Council meeting held on 10th April 2024:**
The minutes for the meeting held on the 10th April 2024 were approved as a true record.
6. **Other Appointments:** It was resolved that Cllr Turner be re-appointed as the Parish Council representative at Chorley Council's Western Parishes meetings and the Chorley Council Liaison Group. It was resolved that Cllr Fenemore would assist Cllr Turner, as appropriate, at the Chorley Liaison Group. It was resolved that Cllr Sloan be re-appointed as the Parish Council's representative on the Croston Coffee Day Committee.
7. **Public Participation:** Mr D Blackburn spoke on behalf of John McDougal Electrical Services Ltd regarding his quote for upgrading the electrical supply on The Green. He explained that the current electrical supply is condemned as it does not meet current electrical safety requirements. The proposal by John McDougal would future-proof, as far as is reasonably possible, the Parish Council's needs for electrical usage on The Green. Item 21 also refers.
8. **Planning Matters:**
 - a) 24/00323/TCON, Carvers Barn Drinkhouse Road Croston, PR26 9JH, Notification of proposed works to trees within a conservation area involving the felling of 1no. beech and 1no. conifer and the crown reduction of 1no. conifer, 1no. hawthorn and 1no. willow.
 - b) 24/00257/FULHH, 58 Moor Road Croston, PR26 9HQ. Single storey rear extension (following demolition of existing single storey rear projection)
 - c) 24/00265/TCON, Croston Hall Estate Grape Lane Croston, PR26 9HB, Notification of proposed works to trees within a conservation area involving the felling of 1no. lime, 1no. chestnut, 1no. maple, 1no. self-seeded silver birch and 1no. self-seeded birch and willow.

There were no objections to the above planning items.

9. **Planning Item Update:** re 24/00198/FULHH, 7 De Trafford Place PR26 9RZ, first floor front/side extension. The Clerk reported that this planning item was now showing as having been withdrawn on Chorley Council's planning portal.

10. **Finance Update**

- a) **Finance Update:** The Clerk presented the gross expenditure budget for 2024-25 showing an estimated gross spend of £51,544 This had been previously agreed at the Jan 2024 meeting. The Council noted the gross expenditure budget.
- b) **The Parish Council's AGAR (Annual Governance & Accounting Return) for 2023-24:** This item was deferred to the June 2024 meeting.
- c) **To approve in advance NALC invoice £521.82 (no VAT):** It was resolved that this invoice be approved.
- d) **Receipt of CIL & Precept Monies:** The Clerk reported that the Council had received into its bank account from Chorley Council, in May 2024, CIL income of £3,609.74 and its 2024-25 precept monies of £36,170.00 (comprising £34,730 precept and £1,440 top up grant).
- e) **It was resolved** that the following transactions made through the Parish Council's bank account during the month of April 2024 be approved.

Date	£	Payee	Description
02Apr2024	36.96	Direct Debit (GOCARDLESS)	Website monthly subscription
03Apr2024	459.00	B/P to: Countrywide Mntnce	Grounds Mntnce
16Apr2024	10.80	B/P to: employee 2	Clerk's mileage tax mth 01
16Apr2024	28.04	B/P to: employee 2	Clerk's expenses tax mth 01
16Apr2024	30.00	B/P to: Yates Playgrounds	Repair to play eqt
16Apr2024	285.21	B/P to: employee 1	Lengthsman net pay tax mth 01
16Apr2024	36.00	B/P to: Croston Old School	Room hire March 2024
16Apr2024	36.38	B/P to: Kevin Greenhalgh	Lengthsman workwear
16Apr2024	280.36	B/P to: employee 2	Clerk's net pay tax mth 01
16Apr2024	480.00	B/P to: A Wade	The Green Footpath Cleaning
16Apr2024	480.00	B/P to: A Wade	The Green Hedge Cutting
24Apr2024	-216.00	Credit	Contrib. from Croston Together
25Apr2024	279.04	Direct Debit (HMRC SDDS)	Employees Tax to HMRC
29Apr2024	890.14	B/P to: TDP Limited	Benches x2

(Lfs)

11. **Payments approved by email or pre-approved and retrospectively noted:**
 - a) **It was resolved** that the payment of £115.00 (excl VAT) to A Wade Landscaping be approved. This payment was necessary to ensure public safety, under health & safety concerns, on the public right of way over the damaged bridge.
 - b) **It was resolved** that the payment of £90.00 (excl VAT) to A Wade Landscaping be approved for the mowing of grass surrounding Out Lane Car Park.
12. **Clerk's Claim for April 2024: It was resolved** that the Clerk's claim for April of 36.25 hours, £10.80 mileage and expenses of £22.15 be approved.
13. **Risk Management Plan: It was resolved** that the Parish Council's Risk Management Plan for 2024-25, as presented by the Clerk, be approved.
14. **Parish Councillor Vacancy:** As the Parish Council is now in a position to appoint (co-opt) a suitable person to the vacancy it was agreed that interview date(s) be agreed by the Clerk which could be attended by applicants and a panel of Parish Councillors, comprising a minimum of three Councillors.
15. **80th D Day Commemorations:** The Chair reported that nearly all arrangements had been agreed for the commemoration on the 6th June 2024 on The Green. This includes raising the Union Flag, a bagpiper, the playing of the National Anthem and the Last Post, and the possibility of ringing the church bells.
16. **Union Flag and Rainbow Flag: It was resolved** that the Parish Council would fly the Union Flag on The Green from 1 June 2024 until the 22 June 2024 as a sign of respect for the 80th D Day Commemoration. The Rainbow Flag will be flown from 23 June 2024 until the end of June.
17. **Parish Council Noticeboards:** It was agreed that a further quote(s) would be obtained.
18. **Metal Work Renovation at The Green: It was resolved** that the quote of £2,300 (excl VAT) from John Christopher Specialist Fabrications, Coppull, be accepted. The quote is for the restoration of the metal work on The Green, including bollards, chains, signpost, flag pole and the memorial weather vane. The Chair reported that other firms had been invited to quote, and one other had been to look at the work, but no other quotes had been received. It was considered the small scale of the work did not make it worthwhile for most companies to submit quotes.
19. **War Memorial Renovation: It was resolved** that the quote of £250.00 (excl VAT) from John Christopher Specialist Fabrications, Coppull, be accepted for the renovation of the chains at the War Memorial.

20. **Groundwork Tender:** It was resolved that the lowest quote of £8,050 (excl VAT) per annum be accepted from Countrywide for the maintenance of the Parish Council owned / leased land. The next lowest quote was £9,800 (excl VAT) per annum.
21. **Establishing Compliant Electrics on The Green:** This item was discussed immediately after item 7 due to the attendance of Mr D Blackburn. It was resolved that the quote of £5,000 (excl VAT) be accepted from John McDougall Electrical Services Ltd for the provision of a fully complaint electrical supply on The Green. Item 7 also refers.
22. **Prevention Measures at Recreation Park:** The Chair reported that problems caused by a small minority of youths on the park had been dealt with swiftly by the school (Bishop Rawstone) and the local Neighbourhood Police Team.
23. **Framed Portrait of King** It was agreed that the framed portrait of the King obtained by the Parish Council (free of charge) would be donated to the Croston Community Centre.
24. **Newsletters:** It was resolved that the Parish Council Newsletter would be reduced to two editions per annum.
25. **Benches Update** Cllr Fenemore kindly agreed to see if the Men's Shed could repair the damaged bench on Highfield Road. Another damaged triangular bench on Brookfield is perhaps the responsibility of the Housing Association.
26. **Reports from Outside Bodies:** None.
27. **Operational Making Space for Water Meeting:** Cllrs Sloan, Fenemore and Almond agreed to draft a letter giving a brief summary of the flooding issues in Croston, for clearance by the Parish Council, which could then be sent to a future Operational Making Space for Water meeting
28. **Correspondence:** The Council thanked Cllr Almond for her help in assisting a resident who had written to the Parish Council requesting help over the ownership, maintenance and access to the riverside wall.
29. **Date of Next Meeting:** Wed 12th June 2024, 7.30pm, Croston Old School.

Approved as a true record, Pauline Strachan – Chair – 12th June 2024

