

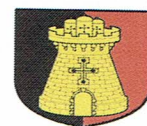


HUTTON PARISH COUNCIL

7 BILSBOROUGH MEADOW

PRESTON

PR2 1YY



NEXT MEETING

15th January 2025

Members of the Council are summoned to the PARISH COUNCIL MEETING to be held on Wednesday the 22nd January 2025 at Hutton Village Hall commencing at 7.30pm

W V Mcennerney-Whittle (Clerk & RFO)

1. To receive apologies
2. To consider and approve the Minutes of the meeting held on 27th November 2024 (enclosed)
3. To receive Declarations of Interest
4. To adjourn the meeting for a period of public participation

Any member of the public may speak for up to 5 minutes within the overall time allocated.

Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time.

A member of the public is any person present other than a member or official of the Council.

A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon

5. To approve the following payments:

05/11/2024	PRINTING WORLD NEWSLETTER	37	214.00
05/11/2024	NEWGATE NURSERIES PLANTING	38	134.46
05/11/2024	C LISTER ASSISTANT LENGTHSMAN	39	576.00
05/11/2024	DISCOUNT TREE SERVICES LONG WOOD WORKS	40	1920.00
05/11/2024	HUTTON PLAYGROUP COMPENSATE ROOM HIRE	41	100.00
05/11/2024	NEWGATE NURSERIES PLANTING	42	686.82
05/11/2024	N GILLETT AND SONS 2 X NEW PLANTERS CIL	43	2092.87
05/11/2024	TREECHECK LTD CONTRACTOR FEE RE LONG WOOD	44	288.00
05/11/2024	P HEISE LENGTHSMAN	45	556.80
05/11/2024	VIKING STATIONARY	46	289.45
05/11/2024	CW BERRY LENGTHSMAN MATERIALS	47	32.47
25/11/2024	NEWGATE NURSERIES PLANTING	48	79.44
25/11/2024	C LISTER ASSISTANT LENGTHSMAN	49	384.00
25/11/2024	P HEISE LENGTHSMAN INVOICE 8	50	556.80
30/11/2024	BANK CHARGES	51	6.00

6. To appoint Sandra Wiseman as the internal auditor for 2024/5 at a fee of £135.00 and approve the Terms of Reference and Internal Control / Suggested Testing Methodology the relative documents having already been circulated
7. To consider and approve the following documents which have already been circulated to members
 - The Councils Risk Management Policy Statement 2025
 - The Councils Risk Management Register 2025
 - The Councils Asset Register 2025
 - The Review of the Effectiveness of the Internal Audit and Internal Control 2025

8. To note that LCC Highways will not allow a tree to be planted on Hutton roundabout as it may affect future sight lines and would that ongoing maintenance in the early years would be detrimental to safety issues on a busy roundabout.

The Council are now asked to consider removing the unattractive small area of bush planting and grass over the area in order to improve the visual aspect of the area. This would be undertaken by an external contractor for Health and Safety reasons.

9. To adjourn the meeting for Councillors to present any updates on Council related matters

This item is for information only – no lawful decision can be made during this time

10. To note that the date of the next meeting is scheduled for Wednesday the 5th March 2025



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Minutes of the PARISH COUNCIL MEETING held on
Wednesday the 27th November 2024 at Hutton Village Hall commencing at 7.30pm

Present: Cllrs Parkes, Martin, Butterworth and Potter,

There were no members of the public present

72/24 To receive apologies

Cllr Martinez

73/24 To consider and approve the Minutes of the meeting held on 30th October 2024 (enclosed)

It was resolved that the minutes of the meeting held on the 30th October 2024 should be signed by the Chairman as a true and accurate record

74/24 To receive Declarations of Interest

None

75/24 To adjourn the meeting for a period of public participation

There were no members of the public present

76/24 To approve the following payments:

31/10/2024	NW AIR AMBULANCE	35	50.00
30/10/2024	SERVICE CHARGE	36	5.40

It was resolved that the payments referred to above should be approved

77/24 To consider the enclosed draft budget for 2025/6 and set the precept for that year.

It was resolved that the Precept should be set at ££29000.00 for the year 2025/26

78/24 To approve payment of 1/3rd SLCC subscription for the Clerk at a figure of £120 for 2025.

It was resolved that the payment referred to above should be approved

79/24 To consider an application form from Frank Harrison who has requested he be considered for co-option to the vacant seat on this Council

It was resolved that Frank Harrison should be co-opted to this Council

80/24 To consider appointing an external contractor suggested by SRBC to undertake repair work to the VH entrance where the tarmac is breaking up and sunken areas have become evident – an estimate of approx £1000 from CIL funds will be required.

It was resolved that the consideration referred to above should be approved and £1000 allocated from the CIL funds currently held.

81/24

To consider a new indicative estimate to dress the proposed path from behind the VH to the wildlife area with a tarmac surface rather than a compacted dust to 6mm self-binding gravel since some concerns have been raised by Members that the original proposed surface may not be suitable in the long term. Tarmac, although more expensive, which will provide a longer life span with less maintenance. An estimate from SRBC has been received which would mean increasing the allocated budget from £12K (original) to £18K (tarmac) subject to a formal quotation.

It was resolved that the proposed path from behind the VH to the wildlife area should be dressed in a tarmac surface rather than a compacted dust to 6mm self-binding gravel as this gave more sustainability in the long term at the indicative figure of up to £18K subject to a formal quotation.

It was further resolved that the proposed bench being part of this project should be an Ellwood type supplied by Glasdon at a cost of approx £900 so as to match the existing one located nearby.

82/24

To adjourn the meeting for Councillors to present any updates on Council related matters

The meeting was adjourned

It was noted that the Christmas Event is taking place on Friday the 6th December 2024. Cllr Martin will be purchasing the refreshments and selection boxes for children on behalf of this Council. Help on the night from members is requested.

It was suggested that the VH Committee should be asked to remove the bunting from nearby trees used at the May fete.

It was noted that once again the Remembrance Event had been well attended with between 80 and 100 participants.

The meeting was reconvened

83/24

To note that the date of the next meeting is scheduled for Wednesday the 22nd January 2025

It was noted that the next meeting is scheduled for the 22nd January 2025