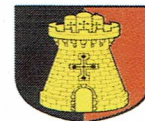




HUTTON PARISH COUNCIL

7 BILSBOROUGH MEADOW,
PRESTON
PR2 1YY



NEXT MEETING

15th October 2025

Members of the Council are summoned to the PARISH COUNCIL MEETING to be held on
Wednesday the 22nd October 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 3rd September 2025 which are 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:

20/08/2025	PFK LITTLE JOHN EXTERNAL AUDIT	27	252.00
20/08/2025	LCC LED LIGHT CAR PARK	28	270.00
20/08/2025	DEFIB REPLACEMENT PADS	29	210.00
20/08/2025	VIKING STATIONERY	30	114.59
20/08/2025	APG DOMESTICS CAR PARK LIGHT CHECK	31	85.00
31/08/2025	BANK CHARGES	32	6.00
01/09/2025	C LISTER ASSISTANT LENGTHSMAN	33	471.20
19/09/2025	INFORMATION COM OFFICE	34	47.00
26/09/2025	KEN LINFORD GARDEN	35	696.00
26/09/2025	W V MCWHITTLE SAL 2ND QTR	36	1936.31
26/09/2025	HMRC 2ND QTR	37	1537.87
26/09/2025	WILLOW LANDSCAPES NEW BENCH	38	1500.00
30/09/2025	BANK CHARGES	39	6.00

6. To consider and approve the Financial Statement as at 30th September 2025
7. To consider what, if any, action is required to combat the continued parking of vehicles on the grass verges of Long Wood.
8. To receive from Parish Councillors any updates on Parish Council related matters

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

9. To note that the date of the next meeting is scheduled for Wednesday the 3rd December 2025



HUTTON PARISH COUNCIL

7 BILSBOROUGH MEADOW,
PRESTON
PR2 1YY



Minutes of the PARISH COUNCIL MEETING held on
Wednesday the 3rd September 2025 at Hutton Village Hall commencing at 7.30pm

Present: Cllrs Parkes, Butterworth, Martinez and Sandwell

There were 25 members of the public present

52/25 To receive apologies

Cllrs Martin and Potter

Cllr Potter who has been unable to attend recent meetings due to a combination of work commitments and personal circumstance asked that the reason for his prolonged absence should be approved.

It was resolved that the reason for Cllr Potters prolonged absence should be approved

53/25 To consider and approve the Minutes of the meeting held on 25th June 2025 which are enclosed

It was resolved that the minutes of the meeting held on the 25th June 2025 should be approved and signed by the Chairman as a true and accurate record

54/25 To receive Declarations of Interest

None

55/25 To adjourn the meeting for a period of public participation

The meeting was adjourned

A significant number of the public in attendance had come to air their views on the fencing of the Hutton Grammar School Playing Fields, the possible diversion of the PROW across this land and the exclusion of the public to the Playing Fields which was expected to occur as a result of the above actions as part of the Child Safeguarding measures which the School felt were required.

They questioned the legality of the erection of fencing, the need to divert the PROW and in essence the validity of the School to restrict public access to the Playing Fields which they had enjoyed for many years believing that the land may have a covenant to allow it to be used by the public.

The Chairman and Clerk confirmed that they had met with the School and the proposals outlined were being taken forward by the school. The fencing erected on the Liverpool Road side had received planning permission, the fencing adjacent to the VH recreation ground did not need planning permission.

It was confirmed that the School were planning to seek a PROW diversion around the Playing Fields rather than directly across it, as part of their Safeguarding measures and that they would need to apply for a 'Diversion Order' which would be subject to consultation.

It was confirmed that the Council had obtained an extract from what is believed to be the original land conveyance of the Playing Field land which indicated that the land had been 'conveyed as school playing fields' with no reference to the land being open for public use. It was suggested that if residents required a full copy of the conveyance, then they could apply to the school under the Freedom of Information Act.

A resident who was apparently making various enquiries mentioned that he was looking at pieces of legislation which might be used to stop the school from being able to restrict public access. There are various legislative procedures that can be applied for regarding Public Right of Ways and the Registration of Village Greens.

The Chairman concluded the session having previously stated that the Parish Council would consider its position once any formal consultation process was under way but that at the moment the School did not appear to have done anything unlawfully.

The meeting was recommenced

56/25 To approve the following payments:

02/06/2025	P HEISE LENGTHSMAN	12	573.44
02/06/2025	C LISTER ASSISTANT LENGTHSMAN	13	396.80
25/06/2025	LENGTHSMAN RETIREMENT GIFT	14	107.50
25/06/2025	VISION ICT WEBSITE / EMAIL HOSTING TO 7/26	15	432.00
25/06/2025	VV MCWHITTLE SALARY 1ST QTR	16	1817.05
25/06/2025	HMRC 1ST QTR	17	1434.46
25/06/2025	C LISTER ASSISTANT LENGTHSMAN	18	396.80
30/06/2025	BANK CHARGES	19	6.00
10/07/2025	LEA AND COTTAM PC SPID MANAGEMENT CHARGE	20	400.00
10/07/2025	1/3RD MICROFOFT 365 SUBSCRIPTION	21	29.16
16/04/2025	P HEISE LENGTHSMAN	22	573.44
10/07/2025	PRINTING WORLD NEWSLETTER	23	214.00
24/07/2025	SRBC NEW PATH TO WILDLIFE AREA CIL FUNDING	24	23437.8
24/07/2025	C LISTER ASSISTANT LENGTHSMAN	25	408.78
31/07/2025	BANK CHARGES	26	6.00

It was resolved that the payments mentioned above should be approved

57/25 To consider and approve the Financial Statement as at 30th June 2025

It was resolved that the Financial Statement as of 30th June 2025 should be approved

58/25 To consider 'in principle' the enclosed communication from Hutton Village Hall Management Committee requesting potential funding for various VH improvements using CIL funds. Should an 'in principle' agreement be agreed then specific quotations would be required, invoices in the name of the Parish Council (so that Vat can be reclaimed) and appropriate certificates and public liability insurance cover be evidenced where any installation costs are to be incurred by the Parish Council.

It was resolved that 'in principle' this Council agreed to fund the following elements of the request for the purchase of equipment subject to the conditions as also set out below and detailed above:

Equipment:

- 1. Mounting equipment to be installed in the hall to support lighting points towards the stage at a cost of £221.81 inclusive of Vat*
- 2. First Phase of lighting facing the stage comprising 8 x 120-watt RGBW spotlights, clamps, safety chains and cables at a cost of £1424.64 inclusive of Vat*
- 3. Control distribution equipment and cabling at a cost of £389.52 inclusive of Vat*
- 4. An external Notice Board at a cost of £550.00 inclusive of Vat*

Conditions:

- 1. Specified supplier quotations are required to be supplied to the Parish Council*
- 2. Invoices for the above equipment will need to be addressed to Hutton Parish Council with delivery to the Village Hall so that the Parish Council are able to reclaim the Vat element of the purchases. The Parish Council would then 'gift' the purchases to the VH Committee.*

The Parish Council will allocate the above costs from CIL funds being a net cost of £2154.97 after the reclaiming of Vat.

59/25

To receive from Parish Councillors any updates on Parish Council related matters

It was confirmed that a new lengthsman had been appointed – some small works were required in the wild life area

A Neighbourhood Policing leaflet 'In the Know' has been distributed – PC Adam Heald - 7560@lancashire.police.uk

Cllrs Parkes and Butterworth will attend the forthcoming meeting on the 13th September 2025 concerning the proposed new offshore wind farm

Remembrance Day Service is scheduled for the 11th November 2025 and the Christmas Event for Friday the 5th December 2025

An edition of Hutton News is to be issued shortly.

60/25

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

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

FINANCIAL STATEMENT 1ST APRIL 2025 TO 30TH JUNE SEPTEMBER 2025				
REVISED				
BUDGET	INCOME	£		
54716	Balance b/f 1st April 2025	56604.18		
29000	Precept	29000.00		
200	Bank Interest	374.50		
333	V A T Recovered	1560.22		
84249	Total	87538.90		
	LESS EXPENDITURE			
220	Hire of Hall for Meetings			
900	Subscriptions/Registrations/Web Site	436.16		
11000	Lengthsman	3790.70		
800	Insurance	648.74		
800	Materials / General Maintenance	510.09		
	Vat Recoverable	4857.24		
12500	Salaries	5986.82		
1000	National Insurance Employer	537.93		
100	Donations			
500	Postage Telephone & Stationery etc	416.45		
300	Mileage	148.20		
400	Audit	345.00		
200	Xmas Tree			
90	Bank Charges	36.00		
700	Newsletter	214.00		
1500	Jubilee Garden & Planter Maintenance	670.86		
1000	Long Wood Maintenance	580.00		
550	Xmas / Remembrance Events			
19531	New Path CIL	19531.50		
1300	Spid Project Management Costs CIL	400.00		
900	Spid Project Capital Outlay CIL	900.00		
1250	New Bench CIL	1250.00		
55541	Total	41259.69		
28708	Balance in hand	46279.21		
	Bank Balance	13491.08		
		32788.13		
	Net Balance	46279.21		
	LESS RESTRICTED FUNDS (CIL)	15436.16		
	UNSPENT BUDGET BALANCE / RESERVES	30843.05		

COMMUNITY INFRASTRUCTURE LEVY STATEMENT

CIL		24/11/2017	41062.61
17/07/2018	Bench Purchase	- 809.50	40253.11
06/09/2018	Bench Purchase	-2398.05	37855.06
26/11/2018	Bench Slabs	-611.28	37243.78
07/12/2018	Bench Purchase	-518.47	36725.31
22/01/19	Received	+1942.06	38667.37
12/04/2019	5 Planters	-1706.62	36960.75
12/04/2019	Bench Slabs	-200.00	36760.75
01/05/2019	Kerb Edgings VH	-650.00	36110.75
25/06/2019	Purchase Bench	-518.47	
06/08/2019	Purchase Bench	-518.47	
28/08/2019	Kerb Edgings VH	-850.00	
28/08/2019	Skip Bus Shelter	-175.00	
17/09/2019	Bench Slabs	-204.17	
17/09/2019	Replace Bus Shelter	-3571.00	30273.64
CIL		08/12/2023	5374.35
31/12/2023	Balance to Date		35647.99
31/03/2024	Balance to Date		35647.99
CIL		08/05/2024	310.60
30/06/2024	Balance to date		35958.59
01/10/2024	Received +4633.07		
01/10/2024	New Planters	-1744	38847.66
13/03/2025	Spid Project	-330	
27/03/2025	Car Park Repair	-1000	37517.66
31/03/2025			37517.66
01/05/2025	Spid Project	-900	36617.66
10/07/2025	Spid Management	-400	
24/07/2025	New Path	- 19531.50	
26/09/2025	New Bench	-1250	15436.16