HUTTON PARISH COUNCIL

7 BILSBOROUGH MEADOW

PRESTON

PR2 1YY





Minutes of the PARISH COUNCIL MEETING held on

Wednesday the 22nd January 2025 at Hutton Village Hall which commenced at 7.30pm

Present: Cllrs Parkes, Butterworth, Martinez, Patel and Potter

There were two members of the public present.

01/25 To receive apologies

***Cllr Martin.***

*It was noted that Cllr. Harrison had resigned from the Council.*

02/25 To consider and approve the Minutes of the meeting held on 27th November 2024

***It was resolved that the minutes of the meeting held on the 27th November 2024 should be approved and signed by the Chairman as a true and accurate record.***

03/25 To receive Declarations of Interest

***None***

04/25 To adjourn the meeting for a period of public participation

*The meeting was adjourned*

*It was noted that improvement works to the pond located by the Village Hall had been agreed by SRBC, contractors were due to commence work in mid-February 2025 clearing vegetation and overhanging trees. The fence was to be repaired afterwards.*

*It was also mentioned that works to the old tennis courts to create a Paddle Tennis facility were also due to start in the spring of this year.*

*It was mentioned that the Central Lancashire Local Plan proposals were due to be discussed by SRBC next week and that public consultation was scheduled thereafter.*

*The meeting was reconvened*

05/25 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 |
|  |  |  |  |  |  |  |

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

06/25 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

***It was resolved that Sandra Wiseman should be appointed as the Internal Auditor as detailed above and that the documentation referred to above should be approved.***

 07/25 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

***It was resolved that the documentation referred to above should be approved***

08/25 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.

***It was resolved that the grass area referred to above should be removed and grassed over with some bulb planting to take place in that area, subject to the agreement of the Highways Authority***

09/25 To adjourn the meeting for Councillors to present any updates on Council related matters

*The meeting was adjourned*

*It was noted that Thornton Grange Management Committee had requested that a dog bin should be located on the estate. This had been refused by SRBC – SRBC M Smith is to take up the request.*

*Cllr. Butterworth mentioned that she had attended a recent Hutton Grammar School Trust meeting*

*It was suggested that tree/bulb planting could be undertaken on the recreation ground in memory of a recently deceased resident – SRBC Cllr M Smith is to look into this suggestion.*

*It was confirmed that the Morgan and Morecambe Offshore Wind Farm onshore export cable corridor route to Penwortham Sub Station did not cross Hutton Parish Council’s catchment area.*

*It was noted that quotations for the proposed footpath across the recreation ground to the wildlife area had been received and would be considered at the next meeting.*

*The meeting was re-convened*

10/25 To note that the date of the next meeting is scheduled for Wednesday the 5th March 2025

***It was noted that the next meeting is scheduled for 5th March 2025***