



# HUTTON PARISH COUNCIL

7 BILSBOROUGH MEADOW  
PRESTON  
PR2 1YY



Minutes of the ANNUAL PARISH COUNCIL MEETING held on  
Wednesday the 7<sup>th</sup> May 2025 at Hutton Village Hall commencing at 7.30pm

Present: Cllrs Parkes, Butterworth, Martin and Martinez

There were no members of the public present

27/25 To elect the Chairman for the following 12 months

***Cllr Parkes was elected Chairman for the following 12 months***

28/25 To elect the Vice Chairman for the following 12 months.

***Cllr Butterworth was elected Vice Chairman for the following 12 months***

29/25 To receive apologies

***Cllr Potter***

30/25 To consider and approve the Minutes of the meetings held on 5<sup>th</sup> March 2025 and 25<sup>th</sup> March 2025 which are enclosed

***It was resolved that the minutes of the meetings held on the 5<sup>th</sup> March 2025 and 25<sup>th</sup> March 2025 should be approved and signed by the Chairman as a true and accurate record.***

31/25 To receive Declarations of Interest

***None***

32/25 To adjourn the meeting for a period of public participation

*There were no members of the public present*

33/25 To approve the following payments:

04/02/2025	NEWGATE NURSERIES XMAS TREE	64	192.00
04/02/2025	HUTTON VILLAGE HALL ROOM HIRE	65	114.00
04/02/2025	P HEISE LENGTHSMAN	66	556.80
28/02/2025	BANK CHARGES	67	6.00
13/03/2025	STOCKSIGNS SPID BRACKETS	68	396.00
13/03/2025	P HEISE LENGTHSMAN	69	556.80
27/03/2025	W V MCWHITTLE SAL 4TH QTR	70	1811.05
27/03/2025	HMRC 4TH QTR	71	1271.49
27/03/2025	WADE GROUND WORKS CAR PARK REPAIR	72	1200.00
27/03/2025	P HEISE LENGTHSMAN	73	556.80
31/03/2025	BANK CHARGES	74	6.00

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

34/25 To approve the enclosed Financial Statement as of 31<sup>st</sup> March 2025

***It was resolved that the Financial Statement as of 31<sup>st</sup> March 2025 should be approved***

35/25 To receive and note the Internal Auditors Report for the year 2024/25

***It was resolved that the Internal Auditors Report be received and noted***

36/25 To approve Section 1 Annual Governance Statement 2024/25 and Section 2 Accounting Statements 2024/25 (enclosed) being part of the Annual Governance and Accountability Return 2024/25 and authorise the Chairman and Clerk/RFO to sign them on behalf of this Council.

***It was resolved that Section 1 Annual Governance Statement 2024/25 and Section 2 Accounting Statements 2024/25 being part of the Annual Governance and Accountability Return 2024/25 should be approved and that the Chairman and Clerk/RFO should sign them on behalf of this Council.***

37/25 To appoint representatives to Hutton Village Hall Management Committee (Two)

***It was resolved that Cllrs Martinez and Martin should be appointed as representatives to Hutton Village Hall Management Committee***

38/25 To receive from Parish Councillors any updates on Parish Council related matters

*It was noted that the works to install the new path between the Village Hall down to the wildlife area were progressing well.*

*It was noted that the recent fete was very well attended*

*Additional watering to the planters during the current hot spell will be undertaken*

*It was noted that no applications had yet been received for the current member vacancy.*

*The Chairman mentioned that the Headteacher of Hutton Grammar School had requested a meeting with himself relating to issues regarding the use of their land by the public which he, together with the Clerk will attend*

39/25 To note that the date of the next meeting is scheduled for Wednesday the 25<sup>th</sup> June 2025

*It was noted that the next meeting is scheduled for Wednesday the 25<sup>th</sup> June 2025*