**AGENDA - CROSTON PARISH COUNCIL**

**Council Meeting** Wednesday 10th January 2024, 7.30pm

**Venue** South Wing, The Rectory Room, Croston Old School, Church Street, Croston

1. **Apologies for Absence:** to receive apologies.
2. **Declarations of Interests:** Councillors are reminded of their responsibility to declare any personal or pecuniary interest in respect of matters contained in this agenda or brought up at any point in this meeting in accordance with the adopted Code of Conduct.
3. **Minutes of Last Meeting:** to receive and approve the minutes of meeting held on 13th Dec 2023.
4. **Public Participation:** the meeting will be adjourned for a maximum of 10 minutes to allow members of the public to raise issues with the Council. No legal decisions may be taken.
5. **Planning Matters:**
	1. 23/01066/CLPUD, 5 Westfields, Croston, PR26 9RT, Application for a certificate of lawfulness for a proposed single storey rear extension (following demolition of rear detached store).
	2. 23/01051/PDE, 3 The Orchard, Croston, PR26 9HS, Notification of a proposed single storey rear extension measuring 5m in depth, with eaves height of 2.88m, and a maximum height of 3.2m
6. **Financial Matters:**
	1. to receive the finance update.
	2. to approve the setting up of a direct debit for payment of employees’ tax to HMRC.
	3. to approve the following transactions made through the parish council’s bank account during the month of Dec 2023.

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| **Date** | **£**  | **Payee** | **Description** |
| 01/12/2023 | 27.60 | EASYWEBSITES-RW2ZD | website monthly fee |
| 01/12/2023 | 459.00 | Countrywide Mntnce | monthly grounds mntnce charge |
| 04/12/2023 | 431.00 | MCB Print Ltd | winter newsletter printing |
| 05/12/2023 | 7.70 | Co-op Bank | Co-op Bank Charge |
| 05/12/2023 | 7.00 | Co-op Bank | Co-op Bank Charge |
| 15/12/2023 | 56.00 | Lee Distribution | winter newsletter distribution |
| 15/12/2023 | 36.00 | Croston Old School | room hire |
| 18/12/2023 | 2.50 | Paul Cafferkey | Clerk's expenses for Nov |
| 18/12/2023 | 504.79 | Paul Cafferkey | Clerk's net pay for Nov |
| 18/12/2023 | 10.80 | Paul Cafferkey | Clerk's mileage for Nov |
| 18/12/2023 | 158.40 | Patricia A Peet | Refund for old website charge |
| 18/12/2023 | 480.51 | Lengthsman | Lengthsman's net pay for Nov |
| 31/12/2023 | 5.28 | Unity Trust Bank | Unity Trust Bank Charge |

1. **Precept 2024-25:** to approve the parish council precept for 2024-25.
2. **Budget 2024-25:** to approve parish council budget for 2024-25
3. **Clerk’s Claim for Dec 2023:** To approve the Clerk’s hours, mileage and expenses for Dec 2023.
4. **SLCC Membership and Microsoft 365 Subscription**: To approve Croston Parish Council funding 60% cost of Clerk’s membership of SLCC (Society of Local Council Clerks) and 50% of Clerk’s Microsoft 365 subscription.
5. **Public Rights of Way (PRoW) Grant**: To agree which public right of way the PRoW grant should be spent on. Either the PRoW from Workhouse Farm on Out lane, to where it joins The Orchard at the GP Surgery, or Summer’s Lane on the Moss.
6. **To agree which bench to apply for grant funding for**.: To agree which bench should be chosen to apply for grant funding of £1,000 for, re Lancashire Environmental Fund.
7. **Project Update re Renovation:** To provide an update on developments.
8. **To Discuss & Review National Savings A/c:** to discuss and reviewthe parish council’s National Savings bank account.
9. **Chorley Council Garages:** update re poor condition of the eight garages owned by Chorley Council to the side of 54 Peartree Road, Croston. Response from Chorley Council.
10. **Correspondence:** Letter from School Close Management Committee requesting 50% financial contribution towards new fence between recreation park and School Close.
11. **Date of Next Meeting:** to confirm the date of next meeting.

Prepared & Approved by Paul Cafferkey, Clerk to Croston Parish Council
03 Jan 2024

**Members of the public are welcome to attend meetings to raise any relevant matters. Alternatively, if you cannot attend the meeting but wish to raise a matter or ask a question, this can be done on your behalf by contacting the Parish Clerk (Paul Cafferkey) via email clerk@crostonpc.org at or mobile phone 07966267186.**

Scan me to go the Croston Parish Council Website, or visit <https://www.crostonpc.org>

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