**AGENDA - CROSTON PARISH COUNCIL**

*Members of the Council are summoned to the Parish Council Meeting to be held on*

*Wednesday 14th February 2024, 7.30pm*

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

Paul Cafferkey, Clerk & Responsible Financial Officer 

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 and 10th Jan 2024.
4. **Public Participation:** the meeting will be adjourned for a maximum of 20 minutes (unless directed otherwise by the Chair) to allow members of the public to raise issues with the Council. No legal decisions may be taken.
5. **Planning Matters:**
   1. 23/00113/FUL, The Crown Station Road Croston, PR26 9RN, Demolition of the existing buildings and erection of a convenience store and cafe with parking, landscaping and associated infrastructure. Note: this was first presented to the parish council in March 2023.
   2. 24/00077/FULHH, 15 Riverside Crescent Croston PR26 9RU, two storey rear extension, single storey side extension and porch (amendment to approved application 23/00505/FULHH)
6. **Request for financial contribution towards replacement fence:** To consider a request from the School Close Management Committee for a financial contribution towards a replacement fence which is situated between School Close and Croston Recreation Park.
7. **Financial Matters:** 
   1. to receive the finance update.
   2. to confirm Amanda Partington as the internal auditor for the audit of the parish council’s 2023/24 accounts at a quoted price of £80.00.
   3. to approve the following transactions made through the parish council’s bank account during the month of Jan 2024.

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| **Date** | **£** | **Payee** | **Description** |
| 02-Jan-24 | 30.36 | Direct Debit (GOCARDLESS) | website monthly fee |
| 08-Jan-24 | 459.00 | B/P to: Countrywide Mntnce | monthly grounds mntnce charge |
| 08-Jan-24 | 14.97 | B/P to: Pauline Strachan | Refund to Cllr Strachan re cable ties |
| 08-Jan-24 | 516.00 | B/P to: John Mayor & Sons | Christmas Tree |
| 12-Jan-24 | 518.03 | B/P to: employee 1 | Clerk's net pay for Dec |
| 12-Jan-24 | 306.81 | B/P to: employee 2 | Lengthsman's net pay for Dec |
| 12-Jan-24 | 10.80 | B/P to: employee 1 | Clerk's mileage for Dec |
| 12-Jan-24 | 94.75 | B/P to: employee 1 | Clerk's expenses for Dec, includes SLCC membership fee |

**Payments approved by email or pre-approved and retrospectively noted:**

* 1. Urgent approval by Chair / Clerk for playground repairs approx. £250.00 (invoice not yet received from Yates Holmeswood)
  2. Urgent approval by Chair / Clerk for Tree Survey / Risk Assessment of trees on The Green. Quote received for £350.00 plus VAT, Ken Linford Garden Care Ltd.

1. **To consider request for donation of £400 from Croft Field Volunteers** for lawn mower service and running costs.
2. **To consider use of anti-vandal paint on the container on Croston Recreation Park** following complaints by residents of School Close.
3. **To consider request from Clerk to pay for increased capacity in email storage from Easy Websites Ltd.** An increase of £5.50 per month (excl VAT).
4. **To appoint a parish council representative for Neighbourhood Area Meetings; Western Parishes.**
5. **To review and approve draft Parish Council Grants and Donations Policy.**
6. **Clerk’s Claim for Jan 2024:** To approve the Clerk’s hours, mileage and expenses for Jan 2024.
7. **Recreation Park Drainage Ditch – Update**
8. **Town Bridge – Update**
9. **National Savings & Investments A/C – Update**
10. **Chorley Liaison Meeting 24 Jan 2024 – Update from Cllr Turner,** including garages to side of 54 Peartree Road.
11. **Correspondence:**
    1. Email re pothole on Town Lane
    2. Email re Fallen Tree on footbridge rear of Church
    3. Email re Personal Security for elected officials
12. **Date of Next Meeting:** to confirm the date of next meeting.  
      
    Prepared & Approved by Paul Cafferkey, Clerk to Croston Parish Council   
    07 Feb 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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