**AGENDA – JUNE MEETING of CROSTON PARISH COUNCIL**

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

*Wednesday 12th June 2024, 7.30pm*

*Main Hall, Croston Old School, Church Street, Croston*

Paul Cafferkey, Clerk & Responsible Financial Officer

1. **Apologies for Absence:** to receive apologies.
2. **Declarations of Interests.**
3. **Minutes of the Last Parish Meeting:** to agreeminutes of meeting held on the 15th May 2024.
4. **Public Participation:** to invite and listen to issues raised by members of the public.
5. **Planning Matters:**
   1. 24/00417/TCON, Village Green Town Road Croston, Notification of proposed works to trees within a conservation area involving the felling of 1no. rowan and pollarding of 1no. lime.
   2. 24/00372/FUL, Croston Pharmacy 69 Station Road Croston, PR26 9RL, Storage building to rear with enclosed walkway to main shop building.
   3. 24/00365/FUL, Land Adjacent Moss Lane Croston, The Siting of 3 no. storage containers for agricultural purposes (Retrospective)
   4. 24/00359/CLEUD, Midge Hall Farm, Moss Road, Croston, PR26 9JS, Application for a certificate of lawfulness for the use of a building for caravan storage (Use Class B8)
   5. 24/00358/CLEUD, Midge Hall Farm, Moss Road, Croston, PR26 9JS, Application for a certificate of lawfulness for the use of 2no. buildings for incidental residential purposes
6. **Planning Update:** to note Chorley Council’s decision re The Crown 23/00113/FUL
7. **Financial Matters:** 
   1. to approve the Internal Audit report re 2023/24
   2. to approve the Parish Council’s AGAR (Annual Governance & Accounting Return) for 2023-24
   3. to approve the Statement of Accounts for 2023/24
   4. to agree the dates for the exercise of public rights for the inspection of accounts and supporting records.
   5. To approve financial statement as at 31 May 2024.
   6. to approve the following transactions made through the Parish Council’s bank account during the month of May 2024.

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| Date | Payee | £ | Description |
| 01-May-24 | Direct Debit (GOCARDLESS) | 36.96 | Website monthly fee |
| 03-May-24 | CHORLEY BC CR | -39,779.74 | Precept, top up grant & CIL |
| 13-May-24 | B/P to: MCB Print Ltd | 431.00 | Newsletter |
| 13-May-24 | B/P to: Countrywide Mntnce | 459.00 | Grounds Mtnce |
| 13-May-24 | B/P to: PFA Consulting Ltd | 62.40 | No 3rd Prison, transport expert |
| 13-May-24 | B/P to: Croston Old School | 24.00 | April Parish Council Hall Hire |
| 20-May-24 | B/P to: Employee 2 | 10.80 | Mileage Tax Mth 02 |
| 20-May-24 | B/P to: Employee 1 | 315.72 | Salary Net Pay Tax Mth 02 |
| 20-May-24 | B/P to: LALC | 521.82 | NALC/LALC Annual subscription |
| 20-May-24 | B/P to: Employee 2 | 22.15 | Expenses Tax Mth 02 |
| 20-May-24 | B/P to: Employee 2 | 464.53 | Salary Net Pay Tax Mth 02 |
| 21-May-24 | B/P to: Croston in Bloom | 253.13 | Compost |
| 21-May-24 | B/P to: Highfield Nursery | 325.00 | Plants |
| 24-May-24 | B/P to: N Norcross | 20.00 | Signs for Container on Park |
| 28-May-24 | B/P to: A Wade | 108.00 | Mow Out Lane |
| 28-May-24 | B/P to: A Wade | 90.00 | Emergency Call Out Footbridge |
| 30-May-24 | B/P to: A Wade | 216.00 | Repair Bench |
| 30-May-24 | B/P to: A Wade | 120.00 | Replace bench corner of Turflands |

1. **Payments approved by email or pre-approved and retrospectively noted:** 
   1. to ratify retrospectively the decision by the Clerk / Chair for purchase of container and top soil to accompany new bench £31.57 (excl VAT)
   2. to ratify retrospectively the decision by Clerk / Chair for the repair of, and to make safe, the cycle on outdoor gym at the recreation park £490.00 (excl VAT).
   3. to ratify the decision by the Chair / Clerk for purchases for Croston in Bloom, compost £253.13 (excl VAT), plants £325.00 (excl VAT).
2. **Clerk’s Claim for May 2024:** to approve the Clerk’s hours, mileage and expenses for May 2024.
3. **Councillor Vacancy:** to agree process for appointment.
4. **Asset Register:** to approve Asset Register as at 31 March 2024.
5. **Newsletter:** to provide update on the format of the Newsletter.
6. **Grant and donation applications:** update on number received.
7. **LALC Course re Neighbourhood Plan:** to discuss Cllr Attendance on LALC Course Thu 20/6/24 Understanding Neighbourhood Plans 7pm – 9.30pm. Zoom required
8. **Parish Council Notice Boards:** to discuss and agree purchase of new noticeboards for The Green and wall at Morrisons.
9. **Replacement Defibrillator Pads:** to authorise the Clerk to purchase replacement defibrillator pads.
10. **Anti Vandal Paint:** to discuss further the possible application of anti-vandal paint to container on recreation park.
11. **Bench on Highfield Road:** to agree action on the prison donated bench on Highfield Road.
12. **LCC PRoW Grant:** to approve the Parish Council to apply for PRoW grant £500 and Bio Diversity Grant available from Lancashire County Council.
13. **Recreation Park:** to approve necessary repairs to the surface on the children’s play area; wet pour flooring by Yates. £250 (excl VAT).
14. **HR Policies:** to confirm distribution to employees.
15. **Project Renovation:** Chair to provide update on progress
16. **Reports** from outside bodies (if applicable).
17. **Car Parking at Croston Railway Station – Update:**
18. **Correspondence:** email from South Ribble Pensioners Association, Bamber Bridge.
19. **Date of Next Meeting:** to Confirm the Date of Next Meeting.

Prepared & approved by Paul Cafferkey, Clerk to Croston Parish Council   
6th June 2024