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

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

*Wednesday 10th July 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 12th June 2024.
4. **Public Participation:** to invite and listen to issues raised by members of the public.
5. **Planning Matters:**
	1. 24/00516/CLPUD. Withington Barn Farm Finney Lane Croston PR26 9JQ. Application for a certificate of lawfulness for a proposed rear/side extension.
	2. 24/00475/TCON. The Lodge 3 Grape Lane Croston PR26 9HB. Notification of proposed works to trees within a conservation area involving the limb removal and crown reduction of 1no. beech and the crown reduction of 1no. silver birch.
	3. 24/00472/FUL. The Old Police Station 1 Town Road Croston PR26 9RA. Roof extension and alterations in order to facilitate the provision of 1no. one-bedroom residential apartment at second floor level.
	4. 24/00405/FUL. The Grapes Hotel 67 Town Road Croston PR26 9RA. Internal refurbishment of all rooms, reinstatement and repair of structural parts of the building where required including the replacement of all windows and minor changes to internal wall and door locations (part retrospective) and external works to provide external seating, minor landscaping works and a covered seating area.
	5. 24/00406/LBC. The Grapes Hotel 67 Town Road Croston PR26 9RA. Application for listed building consent for the internal refurbishment of all rooms, reinstatement and repair of structural parts of the building where required including the replacement of all windows and minor changes to internal wall and door locations (part retrospective) and external works to provide external seating, minor landscaping works and a covered seating area.
6. **Planning Update:** Re24/00372/FUL, Croston Pharmacy 69 Station Road Croston Leyland PR26 9RL, Storage building to rear with enclosed walkway to main shop building.
7. **Financial Matters:**
	1. to confirm submission of the Parish Council’s AGAR (Annual Governance & Accounting Return) for 2023-24
	2. to confirm the submission of the Statement of Accounts for 2023/24
	3. to confirm the advertisement of the dates for the exercise of public rights for the inspection of accounts and supporting records.
	4. to approve financial statement as at 30 June 2024.
	5. to approve the following transactions made through the Parish Council’s bank account during the month of June 2024.

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| Date | Payee | £ | Description |
| 03Jun2024 | Direct Debit (GOCARDLESS) | 36.96  | Website monthly fee |
| 03Jun2024 | B/P to: Amanda Partington | 80.00  |  Internal Audit Fee  |
| 13Jun2024 | B/P to: N Norcross | 31.57  |  Refund for plant container & soil  |
| 13Jun2024 | B/P to: A Wade | 738.00  |  Concrete base etc re Carr Lane bench  |
| 13Jun2024 | B/P to: Croft Field | 250.00  |  Grant Croft Field  |
| 13Jun2024 | B/P to: Lee Distribution | 56.00  |  Newsletter Distribution  |
| 24Jun2024 | B/P to: Employee 2 | 7.60  | Expenses Tax Mth 03 |
| 24Jun2024 | B/P to: Employee 2 | 563.00  | Salary Net Pay Tax Mth 03 |
| 24Jun2024 | B/P to: Employee 2 | 10.80  | Mileage Tax Mth 03 |
| 24Jun2024 | B/P to: Countrywide Mntnce | 1,380.00  | Grounds Mtnce |
| 24Jun2024 | B/P to: Employee 1 | 315.72  | Salary Net Pay Tax Mth 03 |
| 24Jun2024 | B/P to: Croston Old School | 30.00  |  Parish Council Room Hire  |
| 24Jun2024 | B/P to: Countrywide Mntnce | 1,380.00  | Grounds Mtnce |

1. **Payments approved by email or pre-approved and retrospectively noted:** None.
	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 June 2024:** to approve the Clerk’s hours, mileage and expenses for June 2024.
3. **Recreation Park:** to discuss funding for materials from volunteers for maintenance of the Recreation Park, estimate of £490.00 (excl VAT).
4. **Anti-Climb Paint:** to update and ratify Chair’s action on anti-climb paint on Container top at Recreation Park.
5. **Councillor Vacancy:** to approve the recommendation of the interview panel for the appointment to the vacant position of Parish Councillor.
6. **Grant and donation applications:** to consider and approve grant / donation requests.
7. **Neighbourhood Plan:** to discuss and agree the management of a Croston Neighbourhood Plan with specialist advice as necessary.
8. **Public Rights of Way (PRoW):** To discuss volunteers updating on the current state of Parish PRoW and their signage, with a view to the Parish Council addressing any identified issues with Lancashire County Council.
9. **Royal Umpire Park:** to consider any Parish Council response to Royal Umpire Caravan Park proposed development.
10. **Car Parking:** to consider the Parish Council’s approach to increasing levels of communication from the public regarding car parking issues.
11. **Social media / Guidance**: to agree policy / guidance for Parish Council use and response to social media (i.e. Facebook)
12. **Chorley Operational Making Space for Water Meetings:** Update.
13. **Garages to side of 54 Peartree Road, Croston:** Update.
14. **Project Renovation:** Chair to provide update on progress
15. **Reports** from outside bodies (if applicable).
16. **Correspondence:** email from member of public regarding increase in precept.
17. **Date of Next Meeting:** to Confirm the Date of Next Meeting.

Prepared & approved by Paul Cafferkey, Clerk to Croston Parish Council
5th July 2024