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

*Members of the Council are summoned to the Oct Meeting of Croston Parish Council, to be held on Wednesday 9th October 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. **Welcome to New Councillors**
3. **Declarations of Interests.**
4. **Minutes of the Last Parish Council Meeting:** to agreeminutes of meeting held on the 11th Sept 2024.
5. **Public Participation:** to invite and listen to issues raised by members of the public.
6. **Planning Matters:**
	1. 24/00801/FULHH. 76 Yarrow Close Croston PR26 9SJ. Single storey rear extension and extension to rear of detached garage.
	2. 24/00771/CLPUD. 7 The Orchard Croston PR26 9HS. Application for a certificate of lawfulness for the use of a dwelling (Use Class C3a) as a children's care home for a maximum of two children (up to 18 years old), with care provided 24 hours a day by up to 2 carers and one manager on a shift basis (Use Class C2).
7. **Financial Matters**
	1. **Financial Statement:** to approve the financial statement as at 30th Sept 2024.
	2. **AGAR (Annual Governance & Accountability Return 2023-24; External Auditor’s Report & Certificate:** to note and approve the External Auditor’s Report & Certificate.
	3. .**Notice of conclusion of audit:** to note and approve the Notice of conclusion of audit re AGAR 2023-24.
	4. **Transactions through bank:** to approve the following transactions processed through the Parish Council bank account in Aug & Sept 2024.

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| Date |  £  | Payee  | Description |
| 01-Aug-24 | 36.96  | Direct Debit (GOCARDLESS) | Website monthly subscription |
| 05-Aug-24 | 209.00  | B/P to: Croston Together | Grant to Mens Shed |
| 05-Aug-24 | 60.00  | B/P to: Woodstock Signs | Plaques for new benches |
| 08-Aug-24 | 35.00  | Spooner D L | Newsletter advert income |
| 14-Aug-24 | 79.50  | B/P to: Croston Old School | Hire of Old School |
| 14-Aug-24 | 27.00  | B/P to: Paul Cafferkey | Employee 2 Tax Mth 5 mileage |
| 14-Aug-24 | 1,380.00  | B/P to: Countrywide Mntnce | Grounds Mntnce |
| 14-Aug-24 | 588.00  | B/P to: RHF Landscape | Mulch for Recreation park |
| 14-Aug-24 | 120.00  | B/P to: A Wade | Remove dilapidated bench |
| 14-Aug-24 | 500.10  | B/P to: Employee 2 | Employee 2 Tax Mth 5 Salary |
| 14-Aug-24 | 315.72  | B/P to: Employee 1 | Employee 1 Tax Mth 5 Salary |
| 14-Aug-24 | 306.00  | B/P to: A Wade | Apply anti climb paint t cabin  |
| 14-Aug-24 | 20.90  | B/P to: Paul Cafferkey | Employee 2 Tax Mth 5 expenses |
| 28-Aug-24 | 63.00  | B/P to: Lee Distribution | Distribute newsletter |
| 02-Sep-24 | 36.96  | Direct Debit (GOCARDLESS) | Website monthly subscription |
| 19-Sep-24 | 2.70  | B/P to: Employee 2 | Employee 2 Tax Mth 6 expenses |
| 19-Sep-24 | 312.97  | B/P to: Employee 2 | Employee 2 Tax Mth 6 Salary |
| 19-Sep-24 | 1,380.00  | B/P to: Countrywide Mntnce | Grounds Mntnce |
| 19-Sep-24 | 128.40  | B/P to: Yates Playgrounds | Replacement Zip Wire Seat |
| 19-Sep-24 | 315.72  | B/P to: Employee 1 | Employee 1 Tax Mth 6 Salary |
| 19-Sep-24 | 610.00  | B/P to: MCB Print Ltd | Newsletter printing |
| 19-Sep-24 | 75.00  | B/P to: Employee 2 | Refund Green Waste Bin permits |
| 19-Sep-24 | 135.00  | B/P to: Megan Wright | Newsletter Design/Formatting |
| 19-Sep-24 | 16.20  | B/P to: Employee 2 | Employee 2 Tax Mth 6 mileage |
| 25-Sep-24 | 198.00  | B/P to: Yates Playgrounds | Repair Swing |
| 25-Sep-24 | 250.00  | B/P to: Croston Over 80s | Grant to Croston Over 80s Christmas Gifts |
| 25-Sep-24 | 20.97  | B/P to: N Norcross | Refund cost of materials for refurbishment of bench |
| 25-Sep-24 | 2,810.00  | B/P to: John Christopher | Refurbishment of metal work on The Green & War memorial |
| 26-Sep-24 | 1,171.08  | B/P to: Zurich Town&Parish | Annual Parish Council Insurance |
| 30-Sep-24 | 10.00  | B/P to: OPSTA | Annual Subscription Ormskirk Preston S'port Travellers Assoc |
| 30-Sep-24 | 18.00  | Service Charge | Quarterly Bank Charge |

1. **Payments approved by email or pre-approved and retrospectively noted:** Croston in Bloom Winter plants £142.80.
2. **Clerk’s Claim for Sept 2024:** to approve the Clerk’s hours 38.33 hours, mileage of 48 miles, and expenses of £24.85 for Sept 2024.
3. **Parish Councillor Vacancies:** Update**.**
4. **To adopt and approve the Local Government Association Model Councillor Code of Conduct 2020;** including procedure for complaints about Councillors, and protocol for receiving of gifts by Councillors and the giving of gifts by Councillors.
5. **To consider and agree quote for erection of the new Notice Boards,** including moving current metal green single board.
6. **Precept 2025-26:** Initial discussions
7. **To provide update on Project Renovation 2024** re The War Memorial, The Green, and street furniture renovation
8. **Recreation Park Safety Bollards:** To discuss and agree the Parish Council requesting Lancashire County Council to place safety bollards in a suitable position outside the Recreation Park exit onto Station Rd.
9. **Public Rights of Way (PRoW):** Update.
10. **Remembrance Sunday 2024:** To discuss and agree Parish Council led arrangements for Remembrance Service 2024 Sunday 10 Nov, 1pm.
11. **Wreath:** to approve purchase of wreath from Royal British Legion re Remembrance Sunday
12. **Register of Interests:** To discuss Chorley Council’s request for Register of Interests.
13. **Councillors contact details:** to discuss details councillors wish to be displayed on website and on notice boards.
14. **Requests for approval to use The Green:** to ratify decision for Red Admiral Music Academy to hold a Brass Band Hymn and March contest on Sunday 29 June 2025 following clarification of queries raised at last meeting.
15. **Chorley Operational Making Space for Water Meetings:** Update
16. **Garages to side of 54 Peartree Road and Garages at Riverside, Croston:** Update
17. **Parish Council Social Media:** to agree guidance on Parish Council use of Social Media.
18. **Winter Maintenance Recreation Park:** to consider and approve funding for winter maintenance of the Recreation Park.
19. **Lower Yarrow Flood Action Group:** to consider handover to the Parish Council.
20. **Bus Service 112:** to consider requesting Lancashire County Council to extend the 112 bus service to connect to the A59.
21. **Relocation of Bench:** to discuss and agree permanent location of bench currently sited at Cock Robin
22. **Parish & Town Council Conference:** to approve Councillor attendance at Parish & Town Council Conference 2nd Nov 2024, including any payment of travel expenses.
23. **The Queen’s Green Canopy:** Update
24. **Reports** from outside bodies (if applicable).
25. **Correspondence:**
	1. Polling Station Review
	2. Chorley area meeting of LALC
	3. Email compliment from member of public
26. **Date of Next Meeting:** to confirm the date of next meeting.

Prepared & approved by Paul Cafferkey, Clerk to Croston Parish Council
4th Oct 2024