

**Minutes of the Little Hoole Parish Council Meeting**  
**Held at 7pm on Monday 13<sup>th</sup> Oct 2025, at Old Mill Court**  
**In attendance:** Cllrs L Dryden (Chair), S Evald, S Rainsbury,  
J Rainsbury. Mr P Cafferkey (Clerk & Responsible Financial  
Officer); and 4 members of the public.



1. **Apologies for absence.** Cllrs T Wilcock and D Owen. (1 Vacancy)
2. **To agree the minutes of the last Parish Council mtg. It was resolved** that the minutes of the meeting held on 11<sup>th</sup> Aug 2025, be accepted as a true record and were agreed unanimously.
3. **To receive declarations of interest.** None
4. **Matters arising from the minutes of last meeting.** With regard to the successful Parish Council funded 2025 summer activities programme it was discussed holding the summer activities one day per week for each week of the school summer holidays in 2026. Other improvements were better advertisement of the event and making sure that the community was aware that this event was completely funded by Little Hoole Parish Council. Also, the provider of the climbing wall had advised early booking for 2026.
5. **Public Time - matters raised by members of the public.** A member of the public enquired as to whether there was any further news on planning application 07/2025/00194/FUL, erection of 2 no. self-build dwellings, land adjacent, 26 Hall Carr Lane, Walmer Bridge; which had been previously approved by SRBC. The Chair (LHPC) commented that any building works could not commence until the boundary dispute has been resolved.
6. **Planning Applications.**
  - a. 07/2025/00705/NOT. S/O Wham House Farm Moss Lane Little Hoole PR4 4TA. Install 1 fixed line broadband electronic communications apparatus. apparatus. 1X 9M WOOD Light Pole.
  - b. 07/2025/00670/VAR. Land At Brook Lane Much Hoole. Variation of condition 7 (approved plans) of planning approval 07/2023/00961/REM to slightly alter the position of the approved dwelling, permit changes to its external appearance including use of new materials and alterations to windows and doors, and make minor alterations to the internal configuration.
  - c. 07/2025/00609/CLU. Balls Farm Brook Lane Little Hoole PR4 5JB. Application for a Certificate of Lawfulness to confirm the demolition of a building which shows a material start has been made pursuant to planning permission reference 07/2022/00797/FUL.
  - d. 07/2025/00605/NMA. Avondale Dob Lane Walmer Bridge PR4 4SU. Non material amendment to permission 07/2024/00619/VAR for addition windows to side gables and 1no. rooflight window to front roof pitch and 2no. rooflight windows to rear roof pitch (all in relation to Plot 2 only).
  - e. 07/2025/00596/VAR. Avondale Dob Lane Walmer Bridge PR4 4SU. Variation of condition 2 of planning approval 07/2024/00619/VAR to permit changes to the approved plans (changes to the design of Plot 3).
  - f. 07/2025/00590/NMA. 43 Hall Carr Lane Longton PR4 5JJ. Non material amendment to planning permission 07/2025/00093/HOH (removal of pitched glass roof over to rear and replacement with flat roof to include lantern light and parapet wall).
  - g. 07/2025/00589/ADV. 67B Liverpool Old Road Walmer Bridge PR4 5QE. Retrospective advertisement consent for replacement signage with lighting along the front elevation (AMENDED DESCRIPTION).

There were no objections to the above planning items.

7. **To approve the following transactions in the bank for Aug & Sept 2025.**

Date	Payee	£	Description
01-Aug-25	Direct Debit (GOCARDLESS)	62.04	Website & email monthly fee
26-Aug-25	B/P to: Clerk	221.60	Salary re tax month 5
31-Aug-25	Service Charge	6.00	Monthly bank charge
01-Sep-25	Direct Debit (GOCARDLESS)	62.04	Website & email monthly fee
03-Sep-25	B/P to: Dean Readfern	1,650.00	Hire of climbing wall re summer activities
08-Sep-25	B/P to: PKF Littlejohn LLP	252.00	External Audit Fee
19-Sep-25	B/P to: Clerk	198.31	Salary re tax month 6
30-Sep-25	Service Charge	6.00	Monthly bank charge

It was resolved that the above transactions be approved.

**8. Payments approved by email or pre-approved and retrospectively noted.**

- a) Clerk's payment for Aug 2025 for 14.43 hours.
- b) £70 payment to Mr M Worthington re mowing and general grounds care for Sept 2025.

It was resolved that the above payments be approved.

**9. Clerk's Claim for Sep 2025. It was resolved that the Clerk's pay claim for Sep 2025 be approved, comprising 3 hours.**

**10. Finance Statement as at 30 Sept 2025.** The Clerk reported that the Parish Council is forecast to have a closing balance as at 31 March 2026 of £50,325.83, compared with an opening balance at 1 April 2025 of £66,424.88. This represents an estimated net expenditure during 2025-26 of £16,099.05. Of the estimated balance of £50,325.83 as at 31 March 2026, an amount of £8,252.43 is earmarked for CIL expenditure, but as yet remains uncommitted against any specific project.

**11. Notice of Conclusion of Audit re 2024-25 Accountability and Governance Annual Return (AGAR).** The Clerk reported that the external auditor had completed their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) 2024-25, and in their opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices.

**12. Indicative By-Election Costs.** The Clerk had received notification from SRBC that in the unlikely event of a Parish Council by-election the cost to Little Hoole Parish Council would be approx. £8,100. Under normal circumstances SRBC absorbs and covers the cost of parish/town council elections where they coincide with a scheduled South Ribble Borough election which take place every four years.

**13. Appointment of Internal Auditor** The Clerk reported that he is in the process of obtaining quotes for a new Internal Auditor, as the existing auditor is no long undertaking parish council audits.

**14. Parish Councillor Vacancy.** Following the resignation of Cllr Peter Ashby, SRBC has notified the Parish Council that the Parish Council can appoint any qualified person to fill the vacancy (i.e. co-opt). The vacancy will be advertised with the intention of interviewing candidates prior to the Dec 2025 Parish Council meeting.

**15. Update re drain on corner of Dob Lane and Liverpool Old Road.** Work is underway by LCC to repair the collapsed drain, and the Chair is monitoring progress.

**16. Update re Memory Bench.** Clarity is to be sought as to whether SRBC will fund the base for a new memory bench, the bench having previously been agreed to be purchased by the Parish Council.

17. **Update re SPiDs.** The Chair reported that the current SPiD has been moved by LCC and that he has obtained quotes for 2 new SPiDs, these quotes will be distributed.
18. **Update re Christmas Tree & Christmas Lights.** The Chair reported that he is currently querying the price that he has been quoted for the Christmas Tree as it is significantly higher than previously. The new Christmas lights for the trees in the circular planters have been ordered at a cost of £614.20 excl VAT. The new lights are to be installed by Acer Gardens at a cost of approx. £350.00; another quote received was in the region of £500.
19. **Update re Remembrance Sunday wreaths and lamp post poppies.** Delivery of the wreaths and lamp post poppies is expected tomorrow; the lamp post poppies are kindly put up by two ex-service men from the village.
20. **Information re Neighbourhood Forum 30th Oct, 7pm, Walmer Bridge Village Hall.** Members of the public and the Parish Council are all invited to attend.
21. **Damage to Bus Shelter Roof.** The damaged roof panel has now been replaced. The cost of £770.00 (excl VAT) is to be reclaimed via the Parish Council's insurance.
22. **Biodiversity Grant.** Cllr Evald is to apply for this grant with a view to making a bee garden with some of the pupils at Little Hoole Primary School. Cllr Evald has set up a meeting with the Head Teacher to agree details.
23. **Community Action Network.** It was noted that the Parish Council has signed up to the Community Action Network run by SRBC.
24. **Nomination for The King's Award for Voluntary Service.** It was considered that the Walmer Bridge Village Hall Committee may be a suitable organisation to put forward for this.
25. **No Parish Council meeting in Feb 2026.** It was resolved that there would not be a Parish Council meeting in Feb 2026.
26. **Information and Updates.** This item is purposefully not recorded; it is to allow Councillors a short time to discuss any matters that might result in a future agenda item. No financial or legal decisions are made.
27. **Correspondence.** The Clerk reported that a member of the public had emailed concern regarding dog fouling in the village. The Clerk has already responded to the member of the public advising them to contact SRBC.
28. **Date & Time of Next Meeting.** It was agreed that the next meeting is to be held on Mon 10<sup>th</sup> Nov, 2025, 7pm, The Residents Lounge, Old Mill Court.

*Signed as a true record, Laurence Dryden, Chair 10<sup>th</sup> Nov 2025.*

