

Minutes of the Little Hoole Parish Council Meeting
Held at 7pm on Monday 12th Jan 2026, at Old Mill Court
In attendance: Cllrs L Dryden (Chair), T Wilcock, D Owen,
 and E Moore. Mr P Cafferkey (Clerk & Responsible Financial
 Officer); and 6 members of the public.



Apologies for absence. Cllrs S Evald, S Rainsbury, and J Rainsbury

To approve the recommendation of the interview panel to appoint (co-opt) Emma Moore to the vacant post of Parish Councillor. It was resolved that Mrs Emma Moore be elected (co-opted) as Parish Councillor on Little Hoole Parish Council. Cllr Moore signed the form "Acceptance of Office" and presented the Clerk with her completed form "Notice of Registrable Interests".

To agree the minutes of the last Parish Council mtg. It was resolved that the minutes of the meeting held on 8th Dec 2025, be accepted as a true record and were agreed unanimously.

To receive declarations of interest. Cllr L Dryden declared a non-pecuniary interest in agenda item 23.

Matters arising from the minutes of last meeting. None.

Public Time - matters raised by members of the public. Cllr Dryden confirmed, following a request from a member of the public, that there were no updates with regard to a previous planning application (as approved by SRBC); planning reference 07/2025/00194/FUL, erection of 2 no. self-build dwellings, Land Adjacent, 26 Hall Carr Lane, Walmer Bridge.

A member of the public raised the issue about the closure of access by Longton Health Centre and NHS Property Services between the Health Centre / Library and the row of shops (including the Chemist) on Liverpool Road; the access had been in place for many years. All agreed the closure had not been subject to consultation and now makes safe access to the Health Centre, Library, and nearby shops—especially the chemist—more difficult for those with mobility issues and families with young children. It was agreed the Clerk would raise this matter with the Longton Health Centre and Longton Parish Council.

Planning Applications.

- a) 07/2025/00965/PIP. The Willows Brook Lane PR4 5JB. Permission in principle for the erection of up to 1no. dwelling
- b) 07/2025/00962/HOH. 20 Hall Carr Lane PR4 5RA. Side extension with front dormer, single storey rear/side extension with flat roof, dormer to rear elevation, open porch to front elevation and cosmetic amendments.
- c) 07/2025/00958/DIS. Bakers Farm Brook Lane PR4 5JB. Discharge of conditions 5 and 6 pursuant to permission 07/2024/00823/OUT for erection of 3 new dwellings.

There were no objections to the above planning items.

To approve the following transactions in the bank for Dec 2025.

Date	Payee	£	Description
	Current a/c		
16-Dec-25	B/P to: Martin Worthington	320.00	Weeding & Planting
16-Dec-25	B/P to: LT Dryden	200.00	Lengthsman duties
16-Dec-25	B/P to: LT Dryden	65.16	Winter Plants
11-Dec-25	DRYDEN LT	-76.00	Refund of duplicate payment
01-Dec-25	Direct Debit (GOCARDLESS)	62.04	Monthly email and website fee
	Deposit a/c		
31-Dec-25	Credit Interest	-222.54	Bank Interest

It was resolved that the above transactions be approved.

9. Payments approved by email or pre-approved and retrospectively noted. None

10. Payments for approval **It was resolved** that the following payments be approved:

- a) Clerk's claim for Dec 2025 of 14.75 hours.
- b) SLCC Annual Subscription for Clerk £116.00.
- c) Erection of Christmas Tree by Mayor's of Ecclestone £200.

11. Finance Statement as at 31 Dec 2025. The Clerk reported that Little Hoole Parish Council is forecast to have a closing balance as at 31 March 2026 of £35,798 compared with an opening balance at 1 April 2025 of £66,424. This represents an estimated net expenditure during 2025-26 of £30,626. This is a significant increase of £21,694 compared to the figure reported at Nov 2025 of £8,932. This is largely due to the decision at the November meeting to purchase two bus stops, at a cost of £19,130 (incl VAT), which had not been budgeted for in 2025/26; at present the assumption is that these bus stops will be purchased in 2025/26. **It was resolved** that the Finance Statement be approved.

12. Review and approval of the following existing policies and procedures:

- a) Code of Conduct
- b) HR Disciplinary Policy
- c) HR Equality & Diversity Policy
- d) HR Grievance Policy
- e) HR Homeworking Policy
- f) HR Sickness Policy

It was resolved that the above existing policies be re-approved.

13. Approval of the following replacement policies as recommended by NALC:

- a) Standing Orders
- b) Financial Regulations

It was resolved that these replacement policies be adopted.

14. To adopt the following new policies:

- a) Information Technology
- b) Data Protection
- c) Use of Artificial Intelligence

It was resolved that these new policies be adopted.

15. To review the following areas relating to the Parish Council's Bank Account:

- a) *Signatories to the bank account:* **it was resolved** that Cllr Emma Moore would be added to the Parish Council's bank account and given the ability to view the bank account and approve payments.
- b) *Direct Debits:* **it was resolved** that the regular Direct Debits for HMRC (quarterly employee's tax), Easy Websites (monthly email and website subscription), and the Information Commissioner (annual subscription) be approved. There are no other Direct Debits or Standing Orders.

16. Parish Council's Accessibility Statement with regard to its website, as run by Easy Web Sites. The Council noted the Clerk's report that the Parish Council's website has a compliant Accessibility Statement which can be accessed from the home page.

17. **To review and re-approve the Parish Council's Risk Management Plan. It was resolved** that the Parish Council's Risk Management Plan be approved.
18. **Update: re the replacement of the two bus shelters at the junction of Liverpool Old Road and Liverpool New Road (Star Garage) at a cost of £15,942 (excl VAT).** The Chair reported that he is still awaiting communication from SRBC as to whether they will contribute towards the cost of the two new bus shelters.
19. **Update re Memory Bench.** The Chair reported that he is still awaiting communication from SRBC regarding the plaques that are to go on the memory bench. Also, SRBC has quoted a cost of £350 to £400 to provide a base for the bench.
20. **Update re tree carving on Dob Lane Recreation Park.** This item was deferred to the March 2026 meeting.
21. **Lancashire County Council's Public Rights of Way (PRoW) Consultation.** The Clerk encouraged Cllrs and public to take part in the consultation which closes at 5pm on 15th Jan 2026. Details can be found in the News section of the Parish Council's website.
22. **Update re PRoW 0707050, corner of A59 and Gill Lane.** The Clerk reported that he has reported the lack of access to this public footpath to Lancashire County Council's Public Rights of Way.
23. **To review the cost of moving SPiDs and consider alternative contractor.** The Chair had already declared a non-pecuniary interest in this item (item 4 refers). The Chair reported that LCC has increased the cost of providing this service. The Chair's son can provide this service for £140.00 (excl VAT), per SPiD. It was agreed that this would be considered at a future meeting pending clarification of the current charge by LCC and the Chair's son providing proof of insurance.
24. **Update re Insurance Claim.** The insurance company is stating that the bus stops are not covered by the policy even though the Clerk has an email from the insurance company confirming they are covered.
25. **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.
26. **Correspondence.** None.
27. **Date & Time of Next Meeting.** It was agreed that the next meeting is to be held on Mon 9th March 2026, 7pm, Walmer Bridge Village Hall, in the Lounge. **NB** There is no meeting in Feb 2026.

Signed as a true record: Laurence Dryden, Chair, 9 March 2026

