**LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL**

**NOTICE OF MEETING**

You are hereby summoned to attend the Meeting of Little Eccleston with Larbreck Parish Council to held be on Thursday 10th April 2025, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick, PR4 3UD

Diane Baker

Diane Baker, Clerk to Parish Council 05 April 2025

**AGENDA**

**Public Participation**

**1**. **Apologies for Absence**

To receive apologies for absence

**2.** **Declaration of Interests and Dispensations**

To receive declarations of interest from Councillors on items on the agenda

To receive written requests for dispensations for disclosable pecuniary interests (if any)

To grant any requests for dispensation as appropriate

**3.** **Minutes of the Previous Meeting**

To resolve to approve as a correct record the Minutes of the Council Meeting held on the

13th March 2025.

**4.** **Action Tracker**

To review the action tracker (for information only)

**5.** **Finance**

1. To receive and approve the monthly bank reconciliation.
2. To receive and approve the cumulative budget report.
3. To authorise payments.
4. To acknowledge receipt of income
5. To discuss the transfer of funds from the current to savings account
6. To discuss and approve the claiming of 6.30 hours’ Time Off In Lieu by the Clerk for additional hours worked

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| **DATE** | **PAYEE**  | **DETAILS** | **NET AMOUNT****£** | **VAT****£** | **GROSS AMOUNT****£** |
| 03.03.25 | Staff  | Expenses | 40.00 |  | 40.00 |
| 13.03.25 | P Bull | Reimbursement for Plaque | 41.99 |  | 41.99 |
| 14.03.25 | S&S Milton | Amenity Cleansing (February and March) | 780.00 |  | 780.00 |
| 17.03.25 | EDF  | Supply of unmetered electricity | 10.42 | 0.52 | 10.94 |
| 24.03.25 | EE | Mobile Phone  | 13.00 | 2.60 | 15.60 |
| 24.03.25 | Staff | Salary  | 382.57 |  | 382.57 |
| 31.03.25 | Bank | Service charge | 6.00 |  | 6.00 |
| **Bank balance at close of business 31.03.25 = 19,989.76**  |

**6.** **Monthly Health and Safety Risk Assessment**

To discuss and consider additional risks to be documented on the risk register

**7.** **Planning and Licensing**

1. To consider Planning Application 25/0194. Cobblestones, Cartford Lane, Little Eccleston PR3 0YP. Single storey rear extension and alterations to existing first floor rear conservatory.
2. To consider Planning Application 25/0222. Hillside Barn, Well Lane, Little Eccleston PR3 0XR. Erection of agricultural livestock building with solar panels to east facing roof slope.
3. To discuss current works at Merlewood Country Park.
4. To discuss Lancashire County Council’s Notice of Proposal – Bus stop clearway a) Garstang Road, Great Eccleston, the north side, from a point 8.3 metres east of its junction with the centreline of Blackpool Old Road for a distance of 27 metres in an easterly direction; b) Garstang Road, Little Eccleston with Larbreck, the south side, from a point of 50.8 metres west of its junction with the projected centreline of Blackpool Old Road for a distance of 27 metres in a westerly direction.

**8.** **Amenities/Maintenance/Environment**

To discuss and consider any issues and resolve actions required

1. To receive updates on the Plaque and supply of electricity for the seasonal period.

**9.** **County and Borough Council**

To receive updates from County and Borough Councillors

**10. Business Continuity Plan**

To discuss and consider amendments to the Business Continuity Plan

**11. Clerk’s line management**

 To discuss and approve the proposed mechanism for line management of the Parish Clerk role.

**12**. **Financial Regulations**

 To discuss and consider updates to the Finance Regulations and approve an amended version.

13. **Update on the Internal Audit submission:**

 To discuss progress and any issues arising.

**13.** **Items for Next Agenda:**

Elections of Chair and Vice Chair

 Appointments to Outside Bodies

 Approve the dates of Parish Council meetings 2025/26

Parish Council insurance renewal

**14. Date of Next Meetings:**

Thursday 8th May 2025