**AGENDA**

**Myerscough & Bilsborrow Parish Council**

**Clerk: Laura Bolton**

**Chairman: Cllr Bill Collinson**

**Vice Chairman: Cllr Dan Bolton**

**Email:** [**clerk@myerscoughandbilsborrow-pc.org.uk**](mailto:clerk@myerscoughandbilsborrow-pc.org.uk) **Tel: 07803631556/01995640833**

**Thursday 22nd May 2025 at 7pm Bilsborrow Church**

**Annual Parish Council Meeting Agenda 22nd May 2025**

1. Election of Chairman of the Council for 2025/2026
2. Election of Vice Chairman of the Council for 2025/2026
3. Approval and Signature of Minutes of the meeting held on Thursday 23rd May 2024
4. Chairmans report 2024/2025
5. Representation of the Parish Council at the Local Association of Local Councils Quarterly Meetings

**AGENDA**

**Myerscough & Bilsborrow Parish Council**

**Clerk: Laura Bolton**

**Chairman: Cllr Bill Collinson**

**Vice Chairman: Cllr Dan Bolton**

**Email:** [clerk@myerscoughbandbilsborrow-pc.org.uk](mailto:clerk@myerscoughbandbilsborrow-pc.org.uk) **Tel: 07803631556/01995640833**

**Thursday 22nd May 2025 at 7pm Bilsborrow Church**

**Open Session** –Members of the public can make statements, ask questions or raise any matters relating to the Parish.

1. **Apologies**
2. **Minutes of last meeting – to be checked and signed**
3. **Declarations of prejudicial interest in any of the agenda item interests and dispensations**
4. **Unitary Council Matters –** Receive reports and updates on matters affecting the Parish from Unitary Councillors.

* County Council Elections– Cllr Bolton

1. **Police-** Newsletter and local matters, report from Clerk.
2. **Planning Applications for Input & Decisions**

* ***New Planning Applications – received since last Parish Council meeting***
* *Application 25/00286/REM Adjacent Duncombe House, Garstang Road, PR3 0RE Reserved matters application for the erection of 1 no dwelling (appearance, landscaping, layout and scale) following outline planning permission (application validated 28/03/25)*
* *Change of use of existing outbuilding to dwelling with side extension and roof lift, changes to site frontage including new wall and gate and erection of garage to front of main dwelling.*

*Location: Threlfalls Farm Bilsborrow Lane Bilsborrow Preston Lancashire*

* ***Planning Applications Awaiting Decisions***
* Application 24/00558/FUL – The Paddocks Garstang Road – change of use to domestic storage retrospective – (application validated 11/07/24)
* Application 22/00612/OUTMAJ – land opposite Rockform. Outline application for the erection of a mixed-use class commercial units (application validated 14/06/22)
* ***Planning Notifications Received***
* **-** Application 25/00143/FUL. Southlands, Bilsborrow Lane, PR3 0RN Proposed erection of detached garage (application received 20/02/25, validated 10/03/25) Application Refused
* Application 24/01060/FUL Lodge Farm, St Michaels Road, Bilsborrow – proposed slurry store with canopy and access track (application validated 23/01/25) Application Permitted 09/04/25

1. **Finance**

Review and approve payments due or paid from the Parish Council & War Memorial accounts and validate these.

*Myerscough and Bilsborrow Community Account*

* *Cheque 200378 – Mark Cornforth Lengthsmans wages April 25 £585.90*
* *Cheque 200379 – LALC membership fee for 25/26 £270.63*
* *Cheque 200380 JW Accounting Services – payroll services 24/25 £168.00*

*Cheques to be scrutinised & signed M&B Community Account*

* *Cheque 200381 Nurture Grass cutting April £541.03*
* *Cheque 200382 Nurture Grass Cutting May £541.03*
* *Cheque 200383 St Hildas Room rent May meeting £20*
* *Cheque 200384 Zurich Insurance for 25/26 £459.00*
* *Cheque 200385 Network CCTV Ltd £628.20*
* *Cheque 200386 Laura Bolton working from home payments Jan/Feb/March 25 £78*
* *Cheque 200387 Mark Cornforth Lengthsman wages May 25 £567*
* *Cheque 200388 Huws Gray New picnic benches x 3 £522*

*War Memorial Account Cheques to be scrutinised & signed*

* *Cheque 100110 Gill Billlington VE DAY Lamp Post Sign x 5 reimbursement £28.94*

Review the accounts and complete a reconciliation of the accounts with the latest bank statements available. Chairman and Vice Chairman to sign and date.

1. **Annual Governance and Accountability Return for 2024/2025. Internal Audit**

* Review and complete the Councils Approval of section 2 – The Accounting Statement for 2024/2025
* Review and complete the Annual Governance Statement for 2024/2025

1. **Insurance**

* renewal quote to be discussed

1. **MUGA –** update
2. **Lease Agreement** – ( John Cross Primary School Trustees & Myerscough & Bilsborrow Parish Council)
3. **Lengthsman –** Cllr Bolton to update
4. **Best Kept Village Competition –** Big Help Out Day 31st Mat 10am
5. **New benches at the Nature reserve –** update
6. **Duchy of Lancaster – kissing gates, trees on White Horse Lane (replacement)** – Cllr Pye
7. **Canal & Rivers Trust**
8. **Road Safety Measures in Bilsborrow - SPID (Speed Indicator Devices)**
9. **Clerks report**
10. **Items for next agenda**

* Moving to gov.uk - website

**DATE OF NEXT MEETING 25th July 2025**