



**MIDDLETON PARISH COUNCIL, LOW ROAD, MIDDLETON, LA3 3LG**

**Date of Meeting: Monday 20th April, 2026 at 6.30pm.**

**Venue: Middleton Parish Hall, Low Road, Middleton.**

**MINUTES**

Welcome from the Chair. (TP)

Present, **Chair T Porter (TP); Vice-Chair D Hoyle (DH); N Shacklady (NS); P Shacklady (PS); T Smith (TS); D Bogucki (DB); L Salem (LS)**

**Also present Cllr G Austin, David Hoyle.**

Apologies, **W Doyle (WD)**

Declarations of interest and Dispensations. **NONE**

Matters arising and confirmation of minutes from last meetings on **9th, March, 2026.**

**Items from member of the public.**

**David Hoyle** confirmed he had fitted a fireboard in the meter room/electric cupboard and an engineer will return to fit the 3 meters onto the fireboard.

He has also flushed through the drains and all are flowing well, since repairs have been completed.

**Cllr Austen** advised he has reported all road defects and drainage issues which constantly flood.

He will continue to monitor the roads and drains and asks everyone to report all defects.

He also advised he has some small grant funding available for which we are welcome to apply.

DH will apply for a grant for the Hall of up to £300.

PS will also be applying for a grant for the County Council grant fund, to match fund repairs to the snooker table.

**1, ref 04/26/01, Parish Hall, Snooker Room, Community Hub. (All)**

The new PCSO visited the Hub last Wednesday. PCSO Chris Thompson and the local PC is Kim Wilson. Chris advised he doesn't attend Parish Council meetings, but is happy to assist with other matters and will do regular tours and visits to the village. He will also be able to meet any residents who would like to discuss anything with him.

He will be arranging a Bike Security service over the coming months.

DH confirmed the Easter event in the Hub went very well.

TP advised the new elevate lift works are now complete and keys will be stored within the Hall. He will also retain the operating manuals for the lift.

DH reminded members we have 2 invoices outstanding to Andy Barr, which need to be paid asap. The total owed is £180 to which the Clerk advised we have tried to pay these several times but the account details provided are incorrect. DH to ask Andy to contact the Clerk.

**2, ref 04/26/02, Sports Field, Tennis Courts and Grounds Maintenance (TS/WD)**

TS advised the planning application for the playing field has been refused by Sports England. He has prepared a new report but requires substantial funding of £250K plus £60K for drainage. He needs to look for alternative funding such as that which may come from further development of the former Pontins site.

More urgently he requires £3k for tarmac repairs to the main entrance and repairs to the main access gate, which David Hoyle has agreed to look and carry out the gate repairs.

**3, ref 04/26/03, Playground (DH) New Lease agreement. (Clerk)**

TP will write to the City Council regarding the village green and the repairs required. TP asked the Clerk to continue chasing the City Council for the new lease agreement for the village green.

**4, ref 04/26/04, Planning (All)**

TP advised the application Carr Lane stables has been approved.

No further updates.

**5, ref 04/26/05, Traffic Calming/Controls and Parking (All)**

Chris Thompson (PCSO) will walk the village with DH and point out all areas which cause a parking nuisance to residents, particularly those areas which are deemed dangerous.

TP/DH will ask Cllr Austen to assist with remarking the bus stops in the village and adjacent to the sports field. He will also ask about the bus shelter and parking adjacent to the bus stops.

**6, ref 04/26/06, Grant Funding Updates (All) Rural England Prosperity Fund £25,000 (TP)**

All works now complete and grant fund has been repaid.

Everyone must look out for any future funding opportunities.

**7, ref 04/26/07, Website, Training and NALC/LALC**

TP advised the website has been updated but requires photos of recent events. DH to provide Easter event photos. Wise up event details will also be added to the website.

Latest training opportunities have been circulated to all.

**8, ref 04/26/08, AGAR 2025/2026. Timetable, Audit and VAT returns.**

Clerk updated all on the timetable, which concludes on the 30th June 2026. All agreed to employ the same format as last year, which includes the year end vat return. Estimated costs are ££50 to £400 plus vat.

**Any items of urgent business.**

Music Licence, PRS/PPL Renewal, £3,419.64 plus vat £683.92, Total £4,103.56 (£512.95p for 8 months) **Noted**

Insurance Renewal, £1,814.91p, due for renewal by 9th March 2026. **Noted**  
NNDR Charges 2026/2027, Hall, The Hub and Playing Field. **TP asked the Clerk and TS to contact NNDR and seek a resolution to these charges, which are all charged against the sports field.**

Octopus Energy, Hall charges Jan to March 2026, £1,615.35p. **Noted**

**Exempt Items**

**Dates of note for 2026.**

**Date and time of next meeting:** 18th May 2026, to include AGM and annual report of the Chair, (TP)

**Accounts and Invoices to be paid in April 2026**

1, Clerk April 2026, £329.64p, BACS, 18/04/2026 Paid

2, HMRC PAYE March 2026, £82.40p, BACS 18/04/2026 Paid

**Other expenditure**

1 Octopus Energy, DD, Parish Hall £248.10p, Sports Pavilion £34.58p (1,615.35p)

2 Water-plus, DD, Parish Hall £76.91p, Sports Pavilion £33.78p

3 Amazon order toilet rolls, £44.00

4, Trade Refuse LCC, £99.96P for 9 months. (£995.59p/year)

5, Foster and Co annual payroll services, £126.72p

6, Broadband charges £120.

**Lloyds Balance as at March 31st 2026, 2026, £17,211.74p**

**Income,** Bowling Club £210.00, Dance School £682.50 and £60, HMRC Vat £1,977.19p,

UK Prosperity Fund Grant via Lancaster City Council £16,495.30p.

Balance of UK Prosperity Fund £7,770, due week beginning, 20/4/26.

**Expenditure,** JB Plastics £7,850, Elevate Lifts £7,495 and £1,864.80p, Jim Meechan Gas Repairs £549.60p, Bank Charge £8.50p

**NatWest balance as at 31st March, 2026, £3,747.65p**

**Breakdown of Bank Balance**

Middleton Parish Council, Lloyds, £7,414.63p, Nat West £3,747.65p, **Total £11,162.28pp**

Playground Fund £9,994.85p

**TOTAL £21,157.13p**

Signed Chair..........T Porter, 18th May 2026

Signed Clerk.......... S Ward, 18th May 2026