



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

Date of Meeting: Monday 15th June 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); W Doyle (WD); N Shacklady (NS); P Shacklady (PS); L Salem (LS)**

Apologies, **T Smith (TS); D Bogucki (DB).**

Also present **Cllr G Austen.**

Members of the public also present, **Paul and Caroline Doyle, Anita Russell.**

Declarations of interest and Dispensations. **None**

Matters arising and confirmation of minutes from last meetings on **18th May, 2026.**

Minutes approved and signed by the Chair and Clerk.

Any items from member of the public.

Paul and Caroline Doyle attended as they wanted to ask why the Council has issues with them entering the stables to the rear of the Parish Hall via the Parish Hall car park.

The Chair advised access through the car park is not a right of way and the main access to and from the field is via the main road.

Anita also said it is not a car park for access to the stables for for community use of the Parish Hall.

Cllr Austen advised he is looking at extending the speed restriction along the main road.

The Chair confirmed the Council will seek advice from planning, as planning permission may be required for the field and stable buildings. This matter was also raised by other members of the Parish Council.

The Chair also asked if the owner of the field has any planning permission granted?

TP asked the Clerk to contact planning for further advice and WD to contact the owner of the field and invite him to a future meeting. The Chair will write to the owner and summarise the discussions and ask that he attend a meeting with the Parish Council.

In summary, a solution must be agreed which meets the views of the Parish Council, Planning and the operators of the stables and field.

Anita Russell, attended to express concerns regarding the building works on Low Road, which are causing a nuisance to neighbouring residents, damage to the road, kerb edges and parking of vehicles across private driveways. Anita will forward photographs of the parking and damage to the Parish Council. The Chair asked the Clerk to contact Planning to ask what Environmental conditions have been applied to the planning development and what actions can be taken by the City Council to prevent further nuisance and damage.
DH will ask the PCSO to speak with Anita, when he next visits the Hub.

1, ref 06/26/01, Parish Hall, Snooker Room, Community Hub. (All)

David Brent is making the new planters from the £300 grant from Lancashire County Council. PS also advised she has applied for a £500 grant for repairs to the snooker table.
WD has been asked to contact Adlec for the outstanding invoices for the recent electrical repairs, which remain outstanding.

2, ref 06/26/02, Sports Field, Tennis Courts and Grounds Maintenance (TS/WD)

David Brent will fit a new gate post at the Sports Field.
The recent energy invoice has been challenged as it appears extremely high, compared to previous months.
The Clerk has been asked to write to NNDR regarding the rates payable for the sports field and why they do not receive business rates relief.

3, ref 06/26/03, Playground (DH/DB) New Lease agreement. (Clerk)

DB advised some of the seats on the playground have been damaged and will cost £80 each to replace. David Brent will try to repair before new seats are ordered.
A new revised lease agreement has now been received from Lancaster City Council. Clerk to ask public realm for a quote to maintain the playing field, should the PC agree to the new proposed lease agreement.

4, ref 06/26/04, Planning (All) Middleton sub station meeting and Grants.

Cllr Austen will be attending the meeting and will report back on future grant opportunities.
No other new applications have been submitted at this time.

5, ref 06/26/05, Traffic Calming/Controls and Parking (All)

No further updates available.

6, ref 06/26/06, Website and Training (All)

The Chair apologised for the next meeting date error on the website, which had been corrected in good time.
Fire Risk Assessment, WD will contact the local fire service, before contacting Walker Fire Services to update the FRA.

7, ref 06/26/07, AGAR 2025/2026 and VAT reclaim. (Clerk)

The Clerk advised on progress and the returns for the external auditor following the internal auditors report. Dates for the public right of access agreed as the 30th June to the 30th July

2026, which will be added to the website.

8, ref 06/26/08 Grant Officer Vacancy (Chair/Clerk)

A draft Job Description has been prepared and the council agreed the hours would be no more than 10 per month. Rates of pay are to be reviewed, before the vacancy is to be advertised.

Any items of urgent business.

Local Travel Plan Consultation, Grants Officer JD, Close NatWest Account.

Thomas Graham access to Parish Hall. Energy price review Octopus energy. FRA quote £450

Exempt Items

Dates of note for 2026.

Halloween Event, 25th October, 2026

Date and time of next meeting: 13th July 2026.

Accounts and Invoices to be paid in June 2026

1, Clerk June 2026, £329.44p, BACS,

2, HMRC PAYE May 2026, £82.40p, BACS 18/06/2026

Standing Orders

1, NNDR, under review, current monthly charge is £186.40p

2, Music Licence, £512.95p/month for 6 months

3, Octopus Energy, (Jan to March 2026) £155.29p/month for 12 months

4, Gallagher Insurance Services, £160.44p/month for 11 months

5, LCC Trade refuse Services, £99.96/month

6, Lebara Mobile, £4.90/month

Other expenditure

1 Octopus Energy, DD, Parish Hall £155.29p, Sports Pavilion £126.72p.

2 Water-plus, DD, Parish Hall £58.91p, Sports Pavilion £42.64p

3 LALC Annual Membership 26/27, £155.20p

4 Walker Fire Services, £275.27p

Lloyds Balance as at 31st May, 2026, £39,999.47p

Income, Bowling Club £168.00, Dance School £716.50p, Various Hall Hire £144.00,
Expenditure, Bank Charge £8.50p

NatWest balance as at 31st May, 2026, £3,377.25p

TOTAL £43,376.72p

Breakdown of Bank Balance

Middleton Parish Council, £33,381.87p.

Playground Fund £9,994.85p

Signed.......... Mr T Porter, Chair. 13th July 2026.

Signed.......... Mr S Ward, 13th July 2026.