



Clerk: Mrs Jane Smith
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Minutes of the meeting of Lathom South Parish Council held at the Cricket Club, Blaguegate Lane, Lathom, WN8 8TY at 7:30 pm on Wednesday 15 July 2026.

Councillors in attendance: Cllr Andrew Chanter, Cllr Karen Fairhurst, Cllr Ernie Pallas, Cllr Jacqueline Raeburn, Cllr Darren Steele (Chairman) and Cllr Andy Taylor

Apologies: Ward Cllr Linda Webster and County Cllr Adrian Owens.

In attendance: Jane Smith (Clerk) and one member of the public

MINUTES

1 To record apologies for absence

Apologies for absence were received from Ward Cllr Linda Webster and County Cllr Adrian Owens.

2 To receive declarations of interest

There were no declarations of interest.

3 To sign as a correct record the minutes of the meeting held on 10 June 2026

The minutes of the meeting of 10 June 2026 were accepted as a true record and duly signed by the Chairman.

4 Public Participation

There were no matters raised.

5 To ratify and authorise payment of accounts presented (5 mins)

Lloyds Bank	160626	Corporate Card payment Card fee £3.00 Waste bags £40.36	d.d	£43.36
J Services	230626	PRoW strimming	b.t	£2,400.00
NEST	260626	Clerk's Pension June 26	d.d	£167.23
J Smith	300626	Clerk's salary June 26	s.o	£774.27
Unity Trust	300626	Service charge	d.d	£6.77
Cricket Club	080726	Room hire	b.t	£50.00
Open Spaces Society	160726	Annual subscription	b.t	£45.00
Talk Mobile	100726	Mobile phone bill	d.d	£5.95
NEST	260726	Clerk's Pension July 26	d.d	£167.23
J Smith	300726	Clerk's salary July 26	s.o	£774.27
Talk Mobile	100826	Mobile phone bill	d.d	£5.95
NEST	260826	Clerk's Pension Aug 26	d.d	£167.23
J Smith	310826	Clerk's salary Aug 26	s.o	£774.27

Resolved: The accounts listed above be ratified and authorised for payment.

For information, the following income was received 1 April 2026 to 30 June 2026

Promotional cash back on printer	£ 40.00
Precept, 1 st payment	£ 7,927.00
CIL	£ 11,822.58
Concurrent 1 st payment	£ 323.50
CCLA	£ 2,374.18
VAT refund	£ 3,312.35
TOTAL	£ 25,799.61

6 To discuss any planning issues (5 mins)

There were no planning applications for discussion.

7 To decide on a plan for the maintenance of the five parish council benches

Quotations had been sought for the sanding and re oiling of the five parish council benches. Two quotations were considered.

Resolved: that the quotation from Niall Brennan be accepted.

8 To adopt the following policies (5 mins)

a. Equality Policy

Resolved: that following a minor amendment, the Equality Policy be adopted.

Resolved: that the Equality Policy will be made available to volunteers within the signing-in book for them to read before participating in activities.

b. Document Retention Policy

Resolved: that the retention period for payroll records, wage records, deductions and PAYE information be amended to 12 years in line with SLCC recommendations and the policy be adopted.

9 To review the IT Policy

Resolved: that no amendments were required to the IT Policy adopted in June 2025.

10 To receive an update on the Firswood Road Bridge Project

The invoice for the £191,917 estimated cost of the project had been received from Lancashire County Council (LCC). Transferring the funds from CCLA had been delayed as the nominated account needed to be amended to Unity Trust. An issue with the delivery of the bank update form had caused a further delay, but this had now been resolved. In the meantime, West Lancashire Borough Council (WLBC) had advised that the £79,868 grant fund towards the project would be paid to the Parish Council on 15 July 2026.

11 To receive an update on Jacobs Wood and Swells Wood

The use of electric bikes in the woods remains an issue. The fencing had been knocked down again.

The bags of old tree guards were due to be removed during the week commencing 13 July 2026.

12 Exchanges of information. For information only (no discussion)

- The Community Payback Team had advised that, following a visit to Statham Road, the area is not considered suitable for them to conduct a litter pick.
- Emails have been sent to Bellway and the Wain Group enquiring whether they would provide charitable support to install a Parish noticeboard at the entrance to the Lathom Pastures and Latune Gardens respectively.
- A resident had reported concerns about pollution in Dicketts Brook to the Environment Agency.

There being no other business, the meeting closed at 8.12pm.

Cllr Darren Steele
Chairman

2 September 2026