



**ANNUAL PARISH MEETING  
HELD AT PENDLETON VILLAGE HALL, MAIN STREET, PENDLETON, CLITHEROE BB7 1PT  
TUESDAY 25 MAY, 2021  
COMMENCING 6.30PM**

*(A COVID 19 Risk Assessment dated 25 May 2021 had been carried out prior to the meeting by Ruth Cowperthwaite, Secretary of the Village Hall and was presented to the members upon arrival)*

**PRESENT:**

**Cllrs Mr Alan Scholfield (Chairperson), Mrs Maureen Robinson (Vice-Chairperson), Mr Robert Thompson, Mrs Susan Stanley, Mr Steve Houghton.**

**IN ATTENDANCE:**

**Ms Lynne Dawson (Parish Clerk)**

**250521/01 TO RECEIVE APOLOGIES FOR ABSENCE**

**None.**

**250521/02 TO APPROVE THE MINUTES OF THE OPEN MEETING HELD ON 13 MAY 2019**

**RESOLVED: The above Minutes were APPROVED and signed as a correct record.**

**250521/03 TO RECEIVE THE CHAIRPERSON'S ANNUAL REPORT**

The Chairperson had circulated his Annual Report prior to the meeting (Appendix 1 ref 250521/03 annexed hereto).

**COMMENT: the members thanked the Chairperson for his service over the past year and the above report was noted.**

**250521/04 TO RECEIVE THE FINANCIAL STATEMENTS FOR THE YEAR END 31 MARCH 2021**

**RESOLVED: The above-mentioned financial statements (previously circulated via email on 11 May 2021 by the Parish Clerk for consideration by the Parish Councillors, were APPROVED and ACCEPTED as a true and correct record. The same showed an income of £9,369.20 and expenditure of £9,476.71 (as per cash book), leaving a balance in hand of £2,083.18.**

**250521/05 TO HOLD AN OPEN FORUM**

**COMMENT: As no members of the public were present, no matters were considered or raised.**

The Chairperson thanked everyone for attending and closed the meeting at 6.32pm.

**SIGNED..... (Chairperson)**

**DATED.....**

*(NB These minutes are draft only. They have yet to be ratified by the Parish Council at their next Annual meeting).*