



**Extraordinary Meeting of Wiswell Parish Council held at Pendleton Village Hall
Wednesday 15 December commencing at 5pm.**

PRESENT : Councillor A. Scholfield (Chairman), Councillor R. Thompson, Councillor S. Houghton (Vice Chairman).

1. To receive apologies for absence.

None.

COMMENT - In the absence of the Parish Clerk, Councillor Houghton offered to prepare the draft minutes which was accepted. Members noted that Thursday December 16 would be the last day of service for Lynne Dawson, Parish Clerk.

2. To receive declarations of interest.

None.

3. To consider and agree the Ribble Valley Borough Council Precept for the financial year 2022/2023.

Two options were considered.

1. No increase.
2. Increase precept to reflect current inflationary pressures in the region of 4-5 %.

RESOLVED - The Chairman to submit an increase of 2% (below the current rate of inflation but making some allowance for a predicted increase in service costs).

4. Public participation session

None.

5. To consider finance matters

a) To review bank balance 20/21

The Chairman had obtained (on-line) and circulated details of the few recent transactions and the balance before the meeting. The balance at 4 December was £5,660.92, as anticipated.

RESOLVED - Approved.

b) To authorise the following payments 2021/22

In the absence of the Parish Clerk, no payments had been prepared for authorisation during October and November but handover of the cheque book to Councillors with all the files was expected on 16 December.

Cheque	Payee	Invoice	Amount
100969	Royal British Legion, Wreath	December 2021	£20.00
100970	Pendleton Village Hall, Room Hire	1 November 2021	£60.00
100971	M J Sandham, Molly's Well Repairs	15 September 2021	£470.00
100972	A F Scholfield, Stationery and Ink	13 & 15 December 2021	£62.44

COMMENT - As previously reported, the £470 for the repair to Molly's Well is fully covered by a grant from the Pendle Hill Partnership. The Chairman had purchased new and additional stationery covering the transfer of archives to Lancashire County Council and the expected handover of files and documents from the Parish Clerk. The printer ink represents a contribution to the use of his personal printer to print two council newsletters and also other work on behalf of the council during the Clerk's absence.

RESOLVED - Approved, the Chairman to prepare cheques for signing by the approved signatories.

6. To consider current the two Councillor vacancies.

Councillors had received informal expressions of interest in the vacancies even before formal advertising and considered that, if at all possible, a similar gender balance should be maintained as previously.

RESOLVED - The Chairman to liaise with Ribble Valley Borough Council immediately after the New year holiday and proceed with formal publication of the vacancy opportunities.

7. To receive a report from the Chairman concerning the current the current management of the Whalley, Wiswell and Barrow Cemetery and consider any necessary further action.

Following several resignations, the Whalley, Wiswell and Barrow Joint Burial Committee formally had ceased to exist as the formal governance group. From the end of November 2021 the chairs of the three parish councils have taken some responsibility for the role and function of the committee, initially informally, under the leadership of the Whalley Parish Council Chairman as the largest stakeholder. Bank Mandates had been submitted so that outstanding payments can be released soon. A new constitution is required with improved governance and reporting requirements and it is hoped that Ribble Valley Borough Council can support this work. The registrar, had returned to work.

COMMENT - Councillors endorsed the emergency actions taken by the three Chairs.

Part 2 (press and public excluded).

8. To consider employment matters.

The meeting closed at 5.45 pm.

A F Scholfield

Signed

4/1/22

Date