



Parish Council Meeting Minutes

Date:	9 May 2023		
Place:	Pendleton Village Hall - Pendleton		
Present:	Councillors: S. Houghton (Chair) A. Scholfield, J. Pursglove, S. Clemson and O. M. Wrightson.		
In attendance:	Clerk to the Council: Mike Hill, Borough Cllr. D. Birtwhistle, Parishioner Maureen Robinson.		
Meeting started:	19:15	Meeting closed:	20:25

Minute Reference 230509/Ordinary/

1. APOLOGIES FOR ABSENCE.

There were no apologies for absence.

2. APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 7 MARCH 2023.

The above minutes were approved as a correct record of the meeting and signed by the Chair.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

There were no declarations of interest.

4. PUBLIC PARTICIPATION.

Maureen Robinson passed on additional comments received from parishioners regarding the Council organising social events attractive to senior parishioners and was updated on her previous observations regarding the road sweeping on Back Lane.

5. FINANCE REPORT.

The Clerk submitted a report seeking approval for the accounts to date and approval for payments as shown in the table below.

RESOLVED THAT COUNCIL:

- Approve the accounts to date.
- Approve the following payments:

#	Payee	Description	Gross £	VAT £	Net £	Reference
1	Clerk	Expenses 01/01/23 to 31/03/23	154.80	0.00	154.80	Contract
2	McGann and Son	Painting and repairing village phone box	250.00	0.00	250.00	Sundry Exp.
3	AER Accountants	Internal Audit Fees	200.00	0.00	200.00	Admin. Exp
4	LALC	Annual Membership Fees	50.74	0.00	50.74	Sundry Exp.
5	Cllr. Wrightson	Plants for war memorial	31.92	0.00	31.92	Grd. Maint.
Totals £:			687.46	0.00	687.46	

6. LANPAC.

The Clerk submitted a report for members to consider becoming an associate member of the Lancashire Partnership Against Crime (LANPAC).

LANPAC is a collaboration between Lancashire Constabulary, Lancashire Businesses and Public Services, LANPAC's aim is to reduce levels of crime and disorder across the county.

RESOLVED THAT COUNCIL:

Defer any decision until they considered the benefits of membership in more detail.

7. BULB PLANING.

Members discussed the planting of additional spring bulbs to enhance those already in situ.

RESOLVED THAT COUNCIL:

1. Approve expenditure of up to £250 for the purchase and planting of bulbs.
2. Request Councillor Wrightson to examine the planter at the War Memorial with a view to replacing/repairing it and report back to the Council with her considerations.

8. ANNUAL INTERNAL AUDIT.

The Clerk submitted a report informing members of the results of the 2022/23 Annual Internal Audit. The report noted that the Annual Audit forms part of the Annual Governance and Accountability Return (AGAR) and that the objective of the audit was to examine the system of controls to ensure that the Parish Council has an adequate level of assurance for its activities.

The audit was carried out by Alan Rogers FCA on 27/01/23 and 24/04/23 and covered:

- Payroll.
- Creditors and debtors
- Risk and Asset Management
- Accounting Records
- Budgetary Control.

The Audit Report noted that all the Council's key controls had been examined and were found to be working satisfactorily.

RESOLVED THAT COUNCIL:

Received the Audit Report.

9. PARISHONER RESPONSES TO THE 2023/24 PARISH PRECEP.

Members discussed the comments they had received regarding the Council's precept, which had been increased from the previous year.

RESOLVED THAT COUNCIL:

Agree to improve communications with parishioners, to enable the Council achieve a greater understanding of residents' views and concerns and for parishioners to more fully understand the activities the Parish Council undertake.

10. PLANNING REPORT.

The Clerk submitted a report informing members of the relevant planning applications and decisions since the last meeting. It was noted that representation regarding APP/T2350/C/23/3318459, planning appeal, against enforcement notice for land on NW side of Pendleton Road Wiswell was due by 15 May.

Post meeting note: The Clerk submitted the Council's response to the Planning Inspectorate via the Appeals Casework Portal.

RESOLVED THAT COUNCIL:

1. Note the report.
2. Request the Clerk to submit weekly decisions to members.

11. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The clerk submitted a report updating members on actions from previous meetings and on ongoing actions as set out in the Action Plan (Appendix 1 to the Report).

RESOLVED THAT COUNCIL:

1. Noted the report.
2. Agree to consider Appendix 1 in more detail and provide suggested updates to Councillor Houghton.

12. MEMBER UPDATES.

Both Councillors Houghton and Scholfield provided written update reports.

RESOLVED THAT COUNCIL:

Note the reports.

13. EMPLOYMENT MATTERS.

Councillor Scholfield updated members on the recent Case Management Hearing.

14. DATE OF THE NEXT MEETING.

Note that at the 9 May AGM, members agreed to change the day of the week to Wednesday and approved the following meeting dates:

2023: 5 July, 6 September, 8 November.

2024: 3 January, 6 March and 8 May.

The next Ordinary Council meeting is scheduled for Wednesday 5 July 2023.

All meetings start at 18:30 and are held at Pendleton Village Hall.

Signed. **S. Houghton**

Date. **05/07/2023**

A signed version is on file.