

**PENDLETON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
WEDNESDAY 16 MAY 2018
AT PENDLETON VILLAGE HALL**

Present: Cllrs W R Whitwell (Chairman), Mrs R Cowperthwaite, R Saville and Mrs N Burnop.

In Attendance: Ms Lynne Olesinski (Parish Clerk).

2018/05/06 Appointment of Chairman and Vice-Chairman

RESOLVED – Cllr W R Whitwell was appointed Chairman and Cllr G Whitwell was appointed Vice-Chairman.

2018/05/07 Apologies for Absence

Apologies had been received from Cllr G Whitwell and Ribble Valley Councillor Mr Robert Thomson.

2018/05/08 Declaration(s) of Interest

Cllr Burnop declared an interest in Item 4 (see Minute 2018/05/11(b) below).

2018/05/09 Minutes of the Meeting 7 February 2018 and matters arising

RESOLVED - the Minutes were approved and signed.

2018/05/10 Matters Arising

None.

2018/05/11 Planning Applications

- (a) 3/2018/0203 - Standen Hall Worston Road, Clitheroe BB7 1PR – no objections.
- (b) 3/2018/034 - Wymondhouses Farm Pendleton Clitheroe BB7 1PS – no objections.

2018/05/12 Finance Matters

(a) Annual Governance and Accountability Return 2017/18 Part 2

- (i) Certificate of Exemption – was considered and **AGREED**;
- (ii) Analysis of Variances – was considered and **AGREED**;
- (iii) Asset Registered – was considered and **AGREED**;
- (iv) Annual Internal Audit Report 2017/18, (the internal audit, together with his report), having been carried out and signed by the Internal Auditor, prior to the meeting and circulated to the Councillors prior to the meeting), was considered and noted;
- (v) Section 1 – Annual Governance Statement 2017/18 was presented and duly **APPROVED**; following which;
- (vi) Section 2 – Accounting Statements 2017/18 was presented and duly **APPROVED**;

RESOLVED: the documents referred to in (i), (iv) and (v) above were authorised to be signed by the Chairman and Responsible Financial Officer.

(b) Accounts 2018/19

The up to date accounts (circulated prior to the meeting, along with the up to date Barclays Bank Statement) were **AGREED**. Balance at time of meeting was £2805.84.

(c) Annual review of insurance policy

RESOLVED – to accept the quote received from Came and Co in the sum of £218.00.

(d) To authorise payments (2018/19)

RESOLVED – the following payments were authorised:

PAYEE	INVOICE/CHQ NO	DETAILS	AMOUNT
Lancashire Association of Local Councils	1901 Chq No 100361	Membership Subscription 2018/19	£64.62
Pendleton Estate	Chq No 100362	Rental for Noticeboard	£1.00
Came & Co	5282171 Chq No 100363	Insurance 2018/19	£218.00

(e) **Annual review of Financial Regulations, Risk Assessment and Standing Orders**

RESOLVED – the Clerk would review the above and bring to the next meeting.

2018/05/13 Correspondence

None to consider.

2018/05/14 Website (Transparency Grant)

(a) The Clerk reported she had contacted the Contractor requesting an update and had e-mailed his response to the Councillors prior to the meeting. **RESOLVED** – the Clerk to arrange a meeting with the Contractor and interested parties.

(b) The Clerk reported she had experienced serious difficulties regarding the printer and had brought along a price regarding renewal of the same. **RESOLVED** – the Clerk authorized to purchase a more suitable printer in the sum of £109.95 (inc. vat.)

2018/05/15 Ethical Standards Consultation and Rogue Traders

(a) Ethical Standards Consultation - **RESOLVED** – the Clerk to review the above and bring to the next meeting.

(b) Rogue Traders – the report was noted.

2018/05/16 Disabled Person's NoWcard Scheme

No comments regarding consultation.

2018/05/17 General Data Protection Regulation (GDPR)

RESOLVED - the Clerk to review the above and bring to the next meeting. She would also produce a Privacy Policy and other documents required to comply with the above.

2018/05/18 Highways Issues

(a) Dangerous Stones – Rock Terrace – **RESOLVED** – the Clerk to write to Lancashire County Council requesting repairs take place urgently due to safety.

(b) TTRO – Pendle Road – details having been circulated to the Councillors prior to the meeting were noted.

2018/05/19 Lengthsman’s Services

RESOLVED – the Clerk would obtain an update from Angela Whitworth and details of any surplus.

2018/05/20 Attendance re Outside Bodies

Nothing to report.

2018/05/21 Best Kept Village Competition 2019

Declined.

2018/05/22 Any Other Business

Mention was made to the area of land (near the brook down to Eddie’s field) regarding mowing. Report was noted.

2018/05/23 Date of Next Meeting

AGREED 1 August 2018

The Chairman thanked those present for attending and closed the meeting at 8.50pm.

Signature_____ (Chairman)

Date_____