



**PENDLETON PARISH COUNCIL  
MEETING OF THE PARISH COUNCIL  
WEDNESDAY 5 FEBRUARY 2020 COMMENCING 7.30pm  
PENDLETON VILLAGE HALL**

**In Attendance:**

Cllrs W R Whitwell (Chairman), J G Whitwell (Vice-Chairman), Mrs R H Cowperthwaite, Mrs N E G Burnop and Ms Lynne Olesinski (Parish Clerk)

**050220/01 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

None received.

**050220/02 MINUTES OF MEETING 6 NOVEMBER 2019**

**RESOLVED:** the minutes were approved and signed.

**050220/03 MATTERS ARISING**

None.

**050220/04 PLANNING APPLICATIONS**

None received.

**050220/05 FINANCE MATTERS**

**(a) Accounts 2019/20**

The above, having been circulated to the members prior to the meeting, were compared with the original bank statements.

**RESOLVED:** Agreed and approved.

**(b) To authorize payments 2019-20**

**RESOLVED:** the following payments were authorized.

PAYEE	INVOICE/CHQ NO	DETAILS	AMOUNT £
Wiswell Parish Council	Invoice W001 Chq 200099	Contribution re IT use, software and support. (Minute 050220/07 refers).	56.24



Lynne Olesinski	Chq 200100	Reimbursement for Ink and Microsoft Licence	156.05
Anzo Tech Limited	Invoice 429 Chq 200101	To move email access to Wiswell PC equipment and documents. (Minute 050220/07 refers).	120.00

**(c) Internet access to Barclays Bank plc**

**ACTION:** Cllr Mrs Cowperthwaite would make enquires of the bank in order that the Parish Clerk could gain limited access.

**050220/06 REVIEW OF POLICY DOCUMENTS**

The Policy Documents discussed in the meeting 6 February 2019 (Minute 2019/02/07 refers) were considered and reviewed.

**RESOLVED:** the Policy Documents were approved.

**050220/07 SHARING OF IT EQUIPMENT**

The Parish Clerk (in her capacity as Parish Clerk for Wiswell Parish Council), noted that the members had agreed to the sharing of IT equipment, software licence, support etc. She further noted that she had taken advice via LALC who noted there did not appear to be a problem with this action.

**RESOLVED:** payment authorised in the sum of £100 plus vat to Anzo Tech Limited for transferring of documents, email, etc to Wiswell's hardware and Invoice W001 in the sum of £56.24 (Minute 050220/05(b) refers). Thereafter to continue to discharge pro-rata payments (being one third of costs via AnzoTech) regarding forthcoming yearly Office 365 subscription, telephone and remote access support, and domain renewal to Wiswell Parish Council. It was further **RESOLVED** the Parish Council's Laptop be purchased by the Clerk in the sum of £50.00.

**050220/08 CORRESPONDENCE**

None received.

**050220/09 HIGHWAYS**

**(a) Relocation of Bus Stop** – the Parish Clerk had sent a further reminder but was still awaiting a response.

**ACTION:** the Parish Clerk would forward a reminder.

**(b) Main Street** – notwithstanding a response had been forthcoming and forwarded to the members, the road surface was still in the same condition.

**RESOLVED:** the Parish Clerk to contact LCC requesting Main Street be resurfaced as a whole.



**050220/10 TREE SURGEON**

**ACTION:** Cllr Mrs Cowperthwaite would forward a relevant photograph(s) to the Parish Clerk. It was also noted the tree outside Dickinson Farm (Opposite the Church) required inspecting.

**050220/11 ANY OTHER BUSINESS**

**RESOLVED:** Cllr Mrs Cowperthwaite would contact the Lengthsman regarding repairing the fence outside Dickinson Farm.

**050220/12 DATE OF NEXT MEETING**

**Wednesday 6 May 2020 at 7.30pm.**

The Chairman thanked everyone for their attendance and closed the meeting at 8.30pm.

Signature \_\_\_\_\_ (Chairman)

Date \_\_\_\_\_