



**PENDLETON PARISH COUNCIL
MEETING WEDNESDAY 8 MAY 2019
COMMENCING 7.30pm
AT PENDLETON VILLAGE HALL**

Present: Cllrs W R Whitwell (Chairman), J G Whitwell (Vice-Chairman), Mrs R H Cowperthwaite, and Mrs N E G Burnop.

In Attendance: Ms Lynne Olesinski (Parish Clerk).

2019/05/06 Declarations of Interest

Following the Parish Elections held on 2 May 2019, the members present signed their respective Declaration of Acceptance of Office and Disclosable Pecuniary Interests. Due to the resignation of Cllr R Saville, discussions ensued regarding the co-option of a new member onto the Council. Cllr Cowperthwaite would approach relevant residents.

2019/05/07 Apologies for Absence and Declaration of Interests

None.

2019/05/08 Minutes of the Meeting 6 February 2019

The Minutes were approved and signed.

2019/05/09 Matters Arising

Tree Surgeon – the Parish Clerk reported that she had endeavoured to contact the tree-surgeon, but the phone number was incorrect. Cllr Cowperthwaite had checked the number and following this had provided the correct details, together with details of another tree surgeon. Following a brief discussion, it transpired that a further three trees located at the side of the Church Wall required inspection. The Parish Clerk would contact both contractors and report back.

2019/05/10 Planning Applications

No new applications received.

2019/05/11 Finance Matters

(a) Annual Governance and Accountability Return 2018/19 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 2018/19, (the internal audit, together with his report), having been carried out and signed by the Internal Auditor, was considered and noted;
- (v) Section 1 – Annual Governance Statement 2018/19 was presented and duly **APPROVED**; following which;

(vi) Section 2 – Accounting Statements 2018/19 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 2019/20

The up to date accounts (circulated prior to the meeting, along with the up to date Barclays Bank Statement) were **AGREED**. Balance shown on Bank Statement at time of meeting was £2151.97. The Clerk noted that as there was no bank statement available in respect of receipts and payments after 29 March 2019, she could not provide ratification at the time of the meeting.

(c) To authorise payments (2019/20)

RESOLVED – the following payment(s) were authorized:

PAYEE	INVOICE/CHQ NO	DETAILS	AMOUNT £
Pendleton Estate	Invoice 00005027 Chq No 200090	Rental of Noticeboard	1.00
LALC	Invoice 2004 Chq No 200091	Subscription 2019-20	65.14
Came & Co	Invoice 5282171 Chq No 200092	Insurance 2019-20 – see Minute 2019/05/11(c) below	218.00

(d) Annual review of insurance policy

RESOLVED – to pay the Invoice received from Came and Co in the sum of £218.00 (see above table). However, a question arose as to concerns over the Village Hall which could have a possible impact on the Council as trustees. The Parish Clerk would obtain a copy of the relevant document from Cllr Cowperthwaite and report further.

(e) Annual review of Financial Regulations and Risk Assessment and Insurance

The above had been placed on the Agenda inadvertently. See Minutes 2019/02/07 where Financial Regulations and Risk Assessment documents had already been reviewed. With regard to review of Insurance, refer to (c) above.

2019/05/12 Correspondence

The Parish Clerk had e-mailed a letter received from LCC – Public Rights of Way – Local Delivery Scheme 2019/20 Opt-In dated 1 May 2019, following a brief discussion it was **RESOLVED** not to Opt-In but the clerk to make enquiries of RVBC in respect of the erection of a fingerpost located at The Keep (behind the Church) to Wymondhouses Farm.

2019/05/13 Website

The Parish Clerk noted that she was experiencing difficulties regarding the Laptop, as the same was extremely slow. She also stated that via Trend Security, she was able to share a third of the cost of security re the Laptop. Following a brief discussion, it was **RESOLVED** the Clerk be authorized to expend up to a sum of £20 in this regard.

2019/05/14 Highway Issues

(a) **Gate at end of Old Worston Road and A671** – due to a car damaging the gate and other furniture, it was **RESOLVED** the Clerk contact LCC Highways Dept as motorists were now utilising the road as a “rat run”.

(b) **A59 to Sabden Road – from Wiswell Road End to White Lodge – RESOLVED** – the Clerk to contact LCC Highways with a view to them repairing the road.

(c) **Cattle Grid – Clitheroe side of Pendle Hill – RESOLVED** – the Clerk to contact LCC Highways with a view to them repairing the grid which is stopping livestock grazing on Pendle Hill.

2019/05/15 Lengthsman

CLlr Cowperthwaite provided a cheque to the Clerk from the Village Hall in the sum of £297 to cover the shortfall to cover costs that had been undertaken on behalf of the Village Hall.

2019/05/16 Report(s) on attendance re Outside Bodies

None.

2019/05/17 Any Other Business

The Parish Clerk to write a letter of thanks to Tom Taylor for his continued work around the village.

2019/05/18 Date of next meeting

Wednesday 5 August 2019.

The Chairman thanked the members for their attendance and closed the meeting at 21.05pm.

Signature_____ (Chairman) Date_____