

Pendleton Parish Council

Clerk: Becky Moon

Email: parishclerk@pendletonparishcouncil.org.uk

Local Government Act 1972 Meeting of Pendleton Parish Council

Meeting of the Parish Council to be held in person on Wednesday 19th July 2023 at 7:30pm
at Pendleton Village Hall, Pendleton

R. Moon (Clerk & RFO)

MINUTES

1.	Introduction, Attendance and Apologies for absence	Attachments
	Chair welcomed Councillors and members of the public	
2.	Attendance and Apologies for absence	
	To note attendance and to receive and approve apologies for absence Chair Cllr Robert Whitwell, Cllr Ruth Cowperthwaite, Cllr Nicola Burnop & Cllr Karen Czapowzki	
3.	Declarations of interest	
	To receive declarations of pecuniary or personal interests in matters identified in the agenda. None were declared	
4.	Public Participation (max 5 mins per person)	
	To adjourn and hear from members of the public wishing to speak at the meeting Sgt Kevin Day to attended and addressed Members, updating the council with the recent policing infrastructure changes within The Ribble Valley.	
5.	Minutes of previous Meeting	
	To resolve to confirm the accuracy of the Minutes of Pendleton Parish Council meeting held on Tuesday 13 th June 2023 - to be signed off by the Chair. RESOLVED – the minutes were agreed and signed	05.01.01
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	

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7.	To consider and approve Annual Governance & Accountability Return (AGAR) or the year to 31 March 2023	
	<p>1. To receive/note/approve by vote the following statements with regards to the end-of-year accounts for Pendleton Parish Council y/e 31st March 23.</p> <p>RESOLVED</p> <p>2. Annual Governance and Accountability Return (AGAR) 2022-23 (Exempt Authority) needs Pendleton Parish Council to resolve to:</p> <p>i) Certify Pendleton Parish Council as exempt from external audit for financial year 2022-23.</p> <p>RESOLVED</p> <p>ii) Note the Annual Internal Audit Report for 2022-23 included as part of the AGAR 2022-23.</p> <p>RESOLVED</p> <p>iii) Approve Section 1 - Annual Governance Statement 2022-23 for Pendleton Parish Council, AGAR 2022-23.</p> <p>RESOLVED</p> <p>iv) Approve Section 2 - Accounting Statements 2022-23 for Pendleton Parish Council, AGAR 2022-23.</p> <p>RESOLVED</p> <p>v) Approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.</p> <p>RESOLVED</p> <p>3. The documents are available for public inspection on the website Clerk/ Responsible Finance Officer be authorised to complete Audit procedures</p> <p>RESOLVED</p>	<p>07.01.02</p> <p>07.02i.03</p> <p>07.02ii.04</p> <p>07.02iii.05</p> <p>07.02iv.06</p> <p>07.02v.07</p> <p>07.03.08</p>
10.	Financial Reporting	
	<p>By the Responsible Financial Officer:</p> <p>1. To receive and note the monthly report of finances for y/e 30 June 2023. Bank balance is £4,844.30</p> <p>2.</p>	

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	<p>Insurance policy being negotiated</p> <p>10.2.a Members were informed that a policy quote had been received and was regarded as too high at £618.89 per annum for three years. The Clerk was awaiting quote from BHIB.</p> <p>RESOLVED – members voted to accept quote from BHIB less than £400</p> <p>Wage Clerk Apr – June</p> <table data-bbox="422 719 1187 824"> <tr> <td>Wage 21.75 hours</td> <td>£299.06</td> </tr> <tr> <td>Mileage 12 miles</td> <td>£5.40</td> </tr> <tr> <td>Working from home expenses 13 wks</td> <td>£78.00</td> </tr> </table> <p>10.2.b RESOLVED – Payments were accepted and agreed for payment</p> <p>3. To receive and note any update on the PPC bank account mandate.</p> <p>Members were informed the Clerk had visited the branch in Blackburn with all the details required and the mandate had been sent off.</p> <p>4. HMRC update</p> <p>Members were informed the Clerk was awaiting Gateway ID and access to create access and start using the HMRC Basic PAYE Tools</p>	Wage 21.75 hours	£299.06	Mileage 12 miles	£5.40	Working from home expenses 13 wks	£78.00	<p>10.02a.09</p> <p>10.02b.10</p>
Wage 21.75 hours	£299.06							
Mileage 12 miles	£5.40							
Working from home expenses 13 wks	£78.00							
12.	King’s Coronation celebration memorial							
	<p>To consider and resolve the use of monies for the memorial of the coronation of King Charles III</p> <p>The matter was discussed and it was decided further input from the community was need.</p>							
13.	Planning Applications							
	<p>Planning Application No: 3/2023/0493 Grid Ref: 374048 439770 Proposal: Proposed steel-framed, portal building to accommodate dairy cattle, dairy and construction of a slurry lagoon and landscaping as Phase 2 of a new dairying infrastructure development. Location: Lime House Farm Whalley Road Pendleton BB7 1PP</p>							

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	No comments or objects were made	
15.	Partnership Meetings	
	<p>To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</p> <p>Members were informed of the Ribble Valley Parish Council Road Safety Working party.</p> <p>The Clerk was asked to contact LCC regarding the traffic lights on Whalley Road at the Golf Club as the sequency at peak times is causing tailbacks onto the A59.</p>	
16.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	<p>No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.</p> <p>Members were reminded that there is a Vacancy on the council</p>	
17.	Next Meeting dates	
	<p>To consider and approve the following dates:</p> <p>17.1 Agenda items and Reports for the Wednesday 1st November 2023 meeting to be submitted to the Clerk – by midday Wednesday 25th October 2023.</p> <p>17.2 Next meeting to take place Wednesday 1st November 2023, 7.30pm at Pendleton Village Hall, Pendleton.</p>	

All our Agendas, and Minutes, together with further information about your Parish Council and its news can be found on our website at