



AGENDA

Monday, 15th August 2011

PUBLIC AGENDA

- (a) **Public questions**
- (b) **Police report**
- (c) **County Council Report**

1. PARISH COUNCIL BUSINESS

Apologies for absence

Declarations of interest

1. Members are invited to declare any interests they have may have in any matter identified for discussion at the meeting.
2. Code of Conduct and Personal Interest Forms.

Minutes of the last meeting

To approve, as a correct record the minutes of the last meeting held on Monday, 18th July 2011 and to consider any actions taken not covered elsewhere on the Agenda.

Administration

1. *Correspondence received*

<i>Stephen Wells – Parish Sign Sponsorship</i>	<i>presented to meeting</i>
<i>Roscky Shorrock – QEII Playing Fields Challenge</i>	<i>circulated previously</i>
<i>Calico – Allotment Path response</i>	<i>presented to Allotment meeting</i>
<i>ENV EPP – Environment Bulletin Issue 1</i>	<i>circulated previously</i>
<i>DCK Beaver Ltd – Payroll Services</i>	<i>circulated previously</i>
<i>Fields in Trust – 1 year to go</i>	<i>circulated previously</i>
<i>LALC – meeting dates</i>	<i>presented to meeting</i>
<i>SHQ Chris Haworth – Lancs Fire and Rescue</i>	<i>circulated previously</i>
<i>Nicky Hulme – Parish & Town Council Conference</i>	<i>circulated previously</i>
<i>Lee Collins – Land Slip reply</i>	<i>circulated previously</i>
<i>Nigel Hopwood – Burnley Way Maintenance</i>	<i>presented to Allotment meeting</i>
<i>Nigel Hopwood – Parish Pathways</i>	<i>presented to Allotment meeting</i>
<i>Lyndsay Watson – Parish Compost Heap</i>	<i>presented to Allotment meeting</i>

<i>Alan Lawson – LALC meeting dates</i>	<i>presented to Allotment meeting</i>
<i>Roland Clews – Highway Issues</i>	<i>circulated previously</i>
<i>T Wright – Allotment Society</i>	<i>presented to Allotment meeting</i>
<i>Code of Conduct and Interest Forms</i>	<i>circulated previously</i>
<i>Playgrounds – magazine</i>	<i>presented to meeting</i>
<i>LALC – conference, Com Engagement, Charimanship</i>	<i>circulated previously</i>

2. *Correspondence sent*
 - Flower Show letters – 8 letters sent
 - Business Sponsorship of Parish Signs – 25 letters sent
 - Alison Morville – Parish Vacancy
 - Alan Lawson – LALC Meeting Dates
 - Al Turner – No Cold Calling Zone Stickers
 - Walne Engravers – plaque quote
 - UK Grid – Duke Street
 - Kelvin Harris – Allotment Society information
 - Burnley Borough Council – Compost Heap
 - N Hopwood – Burnley Way and Allotment Paths
 - Stephen Wells – Parish Signs

3. *Other Administrative Matters*

Updates/reports

1. *Members of the Council*
2. *Borough Council members*
3. *Website*

Finance

1. *Accounts to be approved for payment*

a)	Parish Clerk	Salary	£ 153.00
b)	RFO	Salary	£ 47.72
c)	HMRC	Clerk's deductible tax	£ 37.00
d)	HMRC	RFO's deductible tax	£ 11.93

2. *Bank Balances*
 - Current a/c – £ to follow
 - Deposit a/c – £ to follow
 - Petty Cash - £ 30.73
 - Total £ to follow

3. *Petty Cash Report* *circulated*
Suggest bring back to £100 *£69.27*

Committees and working groups

1. *Allotments Committee – minutes of the 11th August* *to follow*
2. *Planning Committee (inc. planning applications)*
3. *Finance Committee – minutes of 19th July and 27th July WG* *circulated previously*
4. *Recreation and Leisure Committee*
5. *Strategic Planning Group – minutes of 1st August* *circulated previously*
6. *Landslip Working Group*

Matters identified for future consideration