



# AGENDA

Monday, 19<sup>th</sup> December 2011

## PUBLIC AGENDA

- (a) Best Dressed Window Competition
- (b) Public questions
- (c) Police report
- (d) 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.

### Minutes of the last meeting

To approve, as a correct record the minutes of the last meeting held on Monday, 21<sup>st</sup> November 2011 and to consider any actions taken not covered elsewhere on the Agenda.

### Administration

#### 1. Correspondence received

Andrea Ferguson	Planning Application 2011/0566	circulated previously
Catherine Wright	Contact Form	circulated previously
E Morville	Contact Form	circulated previously
HAGS	Winter Stock Clearance	circulated previously
Keith Butler	Diamond Jubilee	circulated previously
Anna Maria Pomfret	Rationalisation of Household Waste	circulated previously
Sarah Horton	Plantscape Introduction	circulated previously
Lindsey Henry	Newsletter	circulated previously
Act Now Training Ltd	Online Seminar Information Law	circulated previously
Journal of Loc. Planning	Localism Act	circulated previously
Saf Munshi	Winter Bulletin Dec	circulated previously
LALC	NALC E Bulletin	circulated previously
Vivien Green	Re: Shuttleworth Pasture Farm	circulated previously
Keith Swindell	Breast & Bowl Cancer Project	circulated previously
Vivien Green	Shuttleworth Pasture Farm	circulated previously
K Dunn-Grimshaw	Contact Form	circulated previously

<i>Tracey Noon</i>	<i>Seasonal Concert</i>	<i>circulated previously</i>
<i>Saf Munshi</i>	<i>LCC Winter Update</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Portrayal of older people from BBC</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Free Training and support</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>NEA Fuel Debt Bulletin</i>	<i>circulated previously</i>
<i>Rocky Shorrock</i>	<i>QEII Fields for Lancashire</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Christmas Tree Festival</i>	<i>circulated previously</i>
<i>K Dunn-Grimshaw</i>	<i>Contact Form</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Burnley circuit job advert</i>	<i>circulated previously</i>
<i>Joanne Latham</i>	<i>Better working between Councils</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Food Hygiene Course</i>	<i>circulated previously</i>
<i>A Walden</i>	<i>Play Area Cleaning</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Active Spaces Walk</i>	<i>circulated previously</i>
<i>Fields in Trust</i>	<i>Results</i>	<i>circulated previously</i>
<i>Evo Shed Products</i>	<i>Information</i>	<i>circulated previously</i>
<i>Tracey Noon</i>	<i>Christmas Raffle</i>	<i>circulated previously</i>
<i>Burnley Borough Council</i>	<i>Scout Moor Wind Farm</i>	<i>circulated previously</i>
<i>HMRC</i>	<i>Appeal reply</i>	<i>circulated previously</i>
<i>Calico</i>	<i>Pathway reply</i>	<i>circulated previously</i>
<i>LALC</i>	<i>December/Annual Report</i>	<i>circulated previously</i>
<i>Marsden Building Soc.</i>	<i>rates</i>	<i>circulated previously</i>
<i>Natwest</i>	<i>Interest Rates</i>	<i>circulated previously</i>
<i>Pendleside Hospice</i>	<i>Light Up A Life Switch On</i>	<i>circulated previously</i>
<i>St Mary's</i>	<i>Carol Service</i>	<i>circulated previously</i>
<i>Kelvin Harris</i>	<i>Allotment Inspection response</i>	<i>circulated previously</i>
<i>Natwest</i>	<i>Business Accounts</i>	<i>circulated previously</i>
<i>BDO</i>	<i>Audit Report</i>	<i>circulated previously</i>
<i>Jubilee Woods</i>	<i>Local Woods for Jubilee</i>	<i>circulated previously</i>
<i>Lancashire County Cl.</i>	<i>Connect to Buy</i>	<i>circulated previously</i>
<i>LALC</i>	<i>Technical Reform of Council Tax</i>	<i>circulated previously</i>
<i>HAGS</i>	<i>Agito Unit</i>	<i>circulated previously</i>

2. *Correspondence sent*

<i>Vivien Green</i>	<i>Shuttleworth Pasture Farm</i>
<i>Catherine Wright</i>	<i>Contact Form</i>
<i>E Morville</i>	<i>Contact Form</i>
<i>K Dunn-Grimshaw</i>	<i>Contact Form</i>
<i>Street Scene</i>	<i>request</i>
<i>Hyndburn BC</i>	<i>Dog Fouling Fines</i>
<i>P Murphy</i>	<i>Garage tenancy</i>

3. *Other Administrative Matters*

- Code of Conduct, personal & Prejudicial Interest Forms*
- Christmas Decorations Update*
- Duke Street Bench*
- Parish Signs Update*
- Harrison Street Pathway Update*

**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	£ 230.18
b)	HMRC	Clerk's deductible tax	£ 57.55
c)	BDO	Annual Audit	£ 522.00
d)	Burnley Hire Centre	Harrison St Pathway	£ 84.00

### Christmas Account

e)	Springwood Nurseries	12 Nordman Trees	£ 240.00
f)	B&Q	Christmas Lights	£ 84.00
g)	Anne Kelly	Christmas Trees	£ 20.00

### 2. *Bank Balances to 30<sup>th</sup> November 2011*

▪	Current a/c – £	9,293.68
▪	Deposit a/c – £	9,689.12
▪	Petty Cash - £	22.27
	Total	£ 19,005.07

### 3. Petty Cash Report

*Propose bringing Petty Cash back to £100.00 - £77.73*

*circulated previously*

## Committees and working groups

1. *Allotments Committee – minutes of the 14<sup>th</sup> December*
2. *Planning Committee (inc. planning applications)*
3. *Finance Committee*
4. *Recreation and Leisure Committee*
5. *Strategic Planning Group*
6. *Landslip Working Group*

*to be circulated*

## Matters identified for future consideration

Council for Voluntary Service invite to the next meeting.