



# **AGENDA**

**Monday, 20<sup>th</sup> June 2011**

## **PUBLIC AGENDA**

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

### **1. PARISH COUNCIL BUSINESS**

#### **Apologies for absence**

#### **Declarations of interest**

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, 16<sup>th</sup> May 2011 and to consider any actions taken not covered elsewhere on the Agenda.

#### **Declaration of Office**

To note the signing of any outstanding declarations of office for elected members.

#### **Administration**

1. *Correspondence received*
  - Mr J Seed – Finsley View issue* *to be presented at meeting*
  - Dave Morris – Allotment Advice* *circulated previously*
  - NALC – Communities in Action* *circulated previously*
  - Lawrence Welsby – QEII additional information request* *circulated previously*
  - The Journal of Local Planning – Neighbourhood Planning* *circulated previously*
  - The Historic Town Forum – Understanding Localism* *circulated previously*
  - LALC – Parish Council Charter Refresh* *circulated previously*
  - Hilary Locke – New Products from HAG* *circulated previously*
  - LALC – extension of deadline – Charter refresh* *circulated previously*
  - Borough of Pendle – Appeal Written Reps Part 2* *circulated previously*
  - LALC – E-Bulletin 27 May* *circulated previously*

<i>The Historic Town Forum – Update</i>	<i>circulated previously</i>
<i>John Langston – conference</i>	<i>circulated previously</i>
<i>Andy Nisbet – The Place2Be Needs Volunteers</i>	<i>circulated previously</i>
<i>Glasdon – Invitation to Visit</i>	<i>circulated previously</i>
<i>NALC – Legal brief, Notes of concern, Lancs Leaders Training</i>	<i>circulated previously</i>
<i>BBC – Arrangement for Mayor Civic Service</i>	<i>circulated previously</i>
<i>LCC – Community Transport Review</i>	<i>circulated previously</i>
<i>Marisa Walker – request to fell trees</i>	<i>circulated previously</i>
<i>LALC – Application for HGV Licence</i>	<i>circulated previously</i>
<i>Miracle – Design &amp; Play</i>	<i>circulated previously</i>
<i>David Griffith – Ridehalgh Lane Culvert Replacement</i>	<i>circulated previously</i>

2. *Correspondence sent*

Alison Morville, Burnley Borough Council – Parish Vacancy  
 LALC – Parish Mileage claims  
 Allotment Society – request for representatives  
 Anne Black – QEII Playing fields additional information  
 Fields in Trust – QEII Playign fields nomination  
 Dawn Robinson – No Cold Calling stickers

**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
e)	Mr Cropper	Audit costs	£ 100.00
f)	Topsigns Plus	sign painting	£ 48.00
g)	Lanlee	Allotment Materials	£ 77.78
h)	North West Service	Machinery for PC Signs	£ 180.00
i)	LCC	refreshments	£ 63.00
j)	Pinpoint Promotions	Flag Pole	£ 258.00
k)	Greenwoods	to follow	

2. *Bank Balances*

- Current a/c – £ to follow
- Deposit a/c – £ to follow

3. *Audit Report*

*circulated*

4. RFO additional hours and car mileage claim to be presented to the meeting for consideration.

5. *Petty Cash Report*

*circulated*

## **Committees and working groups**

1. *Allotments Committee – minutes of the 16<sup>th</sup> June* *to follow*
2. *Planning Committee (inc. planning applications)*
3. *Lengthsman Working Group*
4. *Finance Committee*
  - a. *Meeting needed to discuss audit report and budget*
5. *Recreation and Leisure Committee*
6. *Strategic Planning Group*
7. *Landslip Working Group – Minutes of the 6<sup>th</sup> June* *circulated*

## **Matters identified for future consideration**