



AGENDA

**Monday, 16th May 2011
(following the Annual Meeting at 7.30pm)**

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, 18th April 2011 and to consider any actions taken not covered elsewhere on the Agenda.

Declaration of Office

To note the signing of the declaration of office for elected members.

Administration

1. *Correspondence received*

Letter of resignation from Councillor Mel Kinnear

LALC - bulletin

NALC – Standing Orders

Mark Willits – Planning Notification

NALC – conference & Exhibition

Saf Munshi – Winter Services

LALC – Rural Services Event

LALC – Advice on minutes

Paul Falcone – Royal Court Footpath

presented to the meeting

previously circulated

previously circulated

previously circulated

previously circulated

previously circulated

previously circulated

presented to the meeting

presented to the meeting

*J Seed – Douglas Road request
BHS – response
Andrew Pickering – Scribe
John Halton – Framework Issue 18
NALC – Green Alliance Briefing*

*Allotments recommendation
presented to the meeting
presented to the meeting
previously circulated
previously circulated*

Correspondence received after publication of the agenda

Queen ElizabethII Fields in Trust

previously circulated

Cosima Towneley – Briercliffe cross route complaint

previously circulated

Anne Black – Douglas Road Tenancy Agreement

presented to the meeting

LCC reminder re Community Centre Invoice

presented to the meeting

Clerk & Councils Direct Newsletter

presented to the meeting

2. *Correspondence sent*

United Utilities – Royal Court Pathway

BHS – list of riding establishments

N Hopwood – allotment drainage

Trading Standards – No Cold Calling Zones

3. *Other administrative matters*

Risk Assessment

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)	P3	RFO Printer Cartridge	£ 66.00
f)	Lanlee	materials	£ 31.27
g)	Lanlee	materials	£ 114.19
h)	Acc & Ross College	Dec & March Newsletter	£ 400.00

Invoices received after publication of the agenda

i)	Greenwoods	Allotments Maintenance	£ 861.00
j)	Greenwoods	Installation of Parish Signs	£ 235.00
k)	Lanlee	Allotment Materials	£ 41.78

2. *Bank Balances*

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

3. *Statement of Accounts*

circulated

4. *RFO additional hours to be presented to the meeting for consideration.*

Additional hours for May equates to 14½ hours @ £11.93 per hour totaling £172.99

l)	RFO	Additional Hours	£ 138.38 net
m)	HMRC	Additional hours deductible tax	£ 34.60

Committees and working groups

Appointment to Committees and Working Groups listed below

1. *Allotments Committee – minutes of the 12th May – to follow*
2. *Planning Committee (inc. planning applications)*
3. *Lengthsman Working Group*
4. *Finance Committee*
5. *Recreation and Leisure Committee*
6. *Strategic Planning Group*
7. *Landslip Working Group*

Matters identified for future consideration