

Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

Local Government Act 1972 Meeting of Pendleton Parish Council

Members of the Council are hereby summoned to a Meeting of the Parish Council to be held in person on Wednesday 6th May 2025 at 7:30pm at Pendleton Village Hall, Pendleton

R. Moon (Clerk & RFO)

AGENDA

1. **Introduction**
Chair to welcome Councillors and members of the public, and to explain the process for any public participation at Agenda point 4.
2. **Attendance and apologies for absence**
To note attendance and to receive and approve apologies for absence.
3. **Declarations of interest.**
To receive declarations of pecuniary or personal interests in matters identified in the agenda.
4. **To consider and approve Annual Governance & Accountability Return (AGAR) or the year to 31 March 2025**
 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 24.
 2. Annual Governance and Accountability Return (AGAR) 2023-24 (Exempt Authority) needs Pendleton Parish Council to resolve to:
 - i) Certify Pendleton Parish Council as exempt from external audit for financial year 2023-24.

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ii) Note the Annual Internal Audit Report for 2023-24 included as part of the AGAR 2023-24.

iii) Approve Section 1 - Annual Governance Statement 2023-24 for Pendleton Parish Council, AGAR 2023-24.

iv) Approve Section 2 - Accounting Statements 2023-24 for Pendleton Parish Council, AGAR 2023-24.

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.

3. The documents are available for public inspection on the website Clerk/Responsible Finance Officer be authorised to complete Audit procedures

5. Public Participation (max 5 mins per person)

To adjourn and hear from members of the public wishing to speak at the meeting.

6. Minutes of previous meeting.

To resolve to confirm the accuracy of the Minutes of Pendleton Parish Council meeting held on Wednesday 5th February 2025 - to be signed off by the Chair.

7. Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda).

8. Financial Reporting.

By the Responsible Financial Officer:

1. To receive and accept the reports and reconciliation of finances for y/e 31 March 2025.
2. To receive bank balance as at 30 April 2025 £5,485.10

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3. Authorise payment of expenditure between November 2025 – February 2025.

- Clerk wage up to 31st March 2025 – total **£501.39**
 - Hours incl holiday hours £463.59
 - Working from home cost £ 36.00
 - Mileage £ 1.80
- Clerk wage up to 4th May 2025 – total **£221.25**
 - Hours £221.25
 - Working from home cost £ 30.00
 - Mileage £ 1.80
- Easy Website DD per month
April 2025 – August 2025 £33.00 inc VAT
- Ingham & Yorke – Notice board easement £1.00
- Clerk's membership to SLCC £80.00
- NALC/LALC Membership 2025 £35.35
- ICO direct debit £35.00

Note monies received

- VE 80 Grant RBVC £500.00
- Precept 2025/26 £3,500.00

4. To receive and note update on PPC change in bank account, including transfer of balance from Barclays to NatWest account.

5. Discuss possible grant fundings available.

6. To confirm and resolve insurance premium 2025.

7. To resolve how to use of the VE 80 Grant received from RVBC

8. Receive update regarding VAT return

9. To resolve if Pendleton Parish Council wish to send a donation to The Little Green Bus

9. Ribble Valley Settlement Review: Pendleton Parish

1. Review and resolve changes and/or comments required with regard to the email from RVBC circulated prior to the meeting by the Clerk.

10. Telephone Box on Clitheroe Road

1. To receive information and resolve any action required with regard to the notification received from RVBC with regard to the removal of the

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telephone box on Clitheroe Road

11. **Whalley Road safety concerns around the bus stop area.**
 1. To receive updates from meeting actions agreed in February 2025 meeting, with regard to the bus stop area from Cllr Monk, Cllr Marsden and Cllr Birtwhistle.
12. **Lengthsman & village maintenance program.**
 1. Receive updates with regard to the Lengthsman Scheme
13. **Pendleton Brook.**
 1. To receive updates from the Pendleton Brook Working Party – Cllr Monk & Cllr Marsden
14. **Bus Services through Pendleton Village.**
 1. To receive updates from the Clerk with regard to the query from residents about reinstating a bus service through the village.
15. **Councillor Emails.**
 1. To receive updates from Members.
16. **Notice Board for Clitheroe Road area.**
 1. To discuss options to replace damaged Parish notice board on Clitheroe Road.
17. **Partnership Meetings and RVBC update.**
 1. To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.
 2. Receive update from Cllr David Birtwhistle from RVBC.
18. **Matters brought forward by Cllrs & Clerk as INFORMATION only**

No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.

 - Love Clean Streets App

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**Next meeting to take place Wednesday 6th August 2025 7.30pm
at Pendleton Village Hall, Pendleton.**

**Agenda items and Reports for the meeting to be submitted to the Clerk – by
midday Wednesday 31st July 2025.**

**All our Agendas, and Minutes, together with further information about your Parish
Council and its news can be found on our website at www.pendletonparishcouncil.org.uk**