# MINUTES OF THE MEETING OF PENDLETON PARISH COUNCIL

# HELD AT PENDLETON VILLAGE HALL, PENDLETON, CLITHEROE 2nd NOVEMBER 2022 COMMENCING AT 7.30 PM

**Present:** Cllrs. Robert Whitwell (Chair), Garnet Whitwell, Nicola Burnop, Ruth Cowperthwaite,

**Also in Attendance** Parish Clerk

1. **To receive and approve apologies for absence**

There were no apologies for absence

1. **To receive declarations of pecuniary or personal interest**

There were no declarations of pecuniary or personal interest

1. **Adjournment for Public Session (Max 5 minutes per person)**

No members of the public were present

1. **To resolve to confirm the Minutes of the Parish Council Meeting held on 29 June 2022**

The minutes of the Pendleton Parish Council Meeting on 29 June 2022 were circulated and published.

**RESOLVED that the minutes be accepted and approved**

1. **Any Matters arising from the minutes not covered on this Agenda FOR INFORMATION ONLY**

5.1 Cllr Cowperthwaite informed Members that the Jubilee Grant received from RVBC in honour of Queen Elizabeth II Platinum Jubilee celebrations that had been agreed to be used on the village notice board had been spent. An invoice to be forwarded to the Clerk and a cheque for £500 will be issued to Pendleton Village Hall (PVH).

1. **To consider and approve any response to be made to Planning**

No Planning applications had been received

1. **Financial Matters and Accounts To approve: Bank balances not available at time of agenda**

 **To consider & approve; Invoices for payment since 29.06.22**

1. **LALC Membership £48.64 PAID 100382**
2. **White Sands £116.64 PAID 100381**

**No further invoices beyond schedule at time of agenda**

7.1 A cheque for C Dilworth was requested for the Remembrance wreath for 11th November

Invoices approved for payment were as follows:

LALC Membership £48.64 PAID 100382

White Sands £116.64 PAID 100381

 Pendleton Village Hall £500.00 PAID 100383

 C Dilworth – wreath £25.00 PAID 100384

**RESOLVED – the expenses detailed were approved to be paid.**

1. **To consider & approve any recommendations from Members for plans for year 2023/24 budget.**

8.1 Members analysed the previous year’s expenditure and income, considering expenditure had exceeded the precept income. It was noted that costs may continue to rise in line with inflation, the requirement for a new website and also possible increased staffing costs due to the new Clerk role.

**RESOLVED – A vote was taken to increase the precept to £1,800.00 this was agreed upon unanimously. Clerk to confirm what the guideline balance for cash at bank held should be for a Parish.**

1. **To consider & approve employing the services and annual contract for new Parish Council website with Easywebsite**

9.1 A quote from Easywebsite had been circulated to Members prior to the meeting. Costs were comparable to the existing supplier however it was noted the level of service would be better and that the new website would be compliant with national guidelines. Set-up costs will be waivered due to size of the parish, training is included. Cllr Cowperthwaite requested the possibility of an email address for PVH as contact is done through the existing site.

**RESOLVED – Clerk to accept the quote from Easywebsite and oversee the set up of the new website to be launched in December. Request for an additional email address for PVH to be included and this will be paid for by PVH.**

1. **Matters brought forward by Members and Staff FOR INFORMATION ONLY**

10.1 Cllr Cowperthwaite informed Members that the brook wall had recently collapsed in the Top Bridge area of the village. A resident reported to LCC who had been out and placed barriers around the area, at the time of meeting repairs had not been started. The LCC also looked at the brook wall area outside Schofield Farm, work is also required, Cllr Cowperthwaite to follow up.

10.2 Members were informed a group of volunteers had cleared the brook in October.

10.3 Cllr R Whitwell (Chair) was asked to contact Barclays to set up the Clerk on the account for access.

10.4 Members asked the Clerk to write a note of thanks to the recently resigned Cllr Saville for his service to the Council.

10.5 Clerk to find out who the RVBC Councillor is for the ward and invite them and the LCC Council to future meetings.

10.6 The Chair to contact the previous acting/temporary Clerk to enquire whether he has the Parish’s memory stick.

10.6 Dates for meetings in 2023

 Wednesday 1st February 2023

 Wednesday 3rd May 2023

 Wednesday 2nd August 2023

 Wednesday 1st November 2023

**The Chair thanked all for their input & closed the meeting at 8.50 pm**