

Parish Councillors are summonsed to attend the next Briercliffe with Extwistle Parish Council meeting which will be held on Tuesday, 19th February 2019 at the Community Centre, Jubilee Street at 7:30pm

All members of the public are invited to attend



BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL
A G E N D A
Tuesday, 19th February 2019
7:30pm

Welcome

- 1. Apologies for absence and reasons given**
- 2. Declarations of Disclosable Pecuniary Interests**
 - 2.1 Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting.
- 3. Formally adjourn the meeting to allow for Public Participation**

PUBLIC PARTICIPATION

- (a) Calico Royal Court – Parishioner email responded to personally**
- (b) Public questions submitted in advance in writing**
- (c) Public Questions at the Chair's discretion**

Briercliffe with Extwistle Parish Council regrets that at the forthcoming Meeting of the Council there will be restricted opportunity for spoken Public Questions. Any member of the public who has a question is advised to submit this in writing, 3 clear days in advance, to the Clerk and a response will be provided at the meeting. The Council respectfully reminds residents that any questions referring to specific individuals or Council employees, Councillor Conduct or legal decision already taken by the Council will not be answered. Questions at the meeting will be dependent on the Chair's discretion, noted and a written response provided after the meeting or at the next meeting. Questions will be taken on rational issues that affect the Parish only.

- (d) Police report**
- (e) County Council Report**
- (f) Borough Councillor Reports**

- 4. Formally reconvene the Parish Council Meeting**
- 5. Minutes of the last Parish Council meeting**
 - 5.1 To approve, as a correct record the minutes of the last Parish Council meeting held on Tuesday, 15th January 2019.

6. Matters outstanding from the minutes as listed

- 6.1 Parking on street corners especially on North Street and Kimberley Street. RF email
- 6.2 All agencies are to be contacted and asked to provide a written report if they are not able to attend. Written reports Clerk
- 6.3 A surveyor is still needed for the Forest School Lease. The Clerk to obtain quotes from Burnley companies.
- 6.4 Migrating the Parish Council Facebook RH
- 6.5 Councillor Higham is working on the Terms of Reference for the Allotment Working Group.
- 6.6 Co-option Working Group, the Terms of Reference are being prepared. 2 names have been put forward, 1 name is not a resident of the Parish and the other is a contractor of the Council.

7. Clerk's Report including Administration – for information only unless stated

Allotment Society Magazine
Gladson Catalogue
Proposed Road Closure
LALC Meeting – AGM – Minutes received
BP Town Hall (Local) meeting 14th March 7:00pm

8. Updates/reports – for information only unless previously identified and included on the agenda

- 8.1 *Chair's Report*
 - 8.1.1 *All Agendas out a clear week before the meeting*
 - 8.1.2 *Minutes signed at the end of the meeting*
 - 8.1.3 *Cheques signed at the end of the meeting*
- 8.2 *Members of the Council*
 - 8.1.1 *Councillor updates and feedback*
 - RH Allotments – tenancies update to be completed – solicitor visit- Must meet with DM to finalise tracking system.
 - RF Cockden Bridge
 - Planning for Containers
 - Co-option Working Group
 - PV WW LEF - Grant
 - Signage/ Tidying Up/ Now open
 - SD Drainage cost
 - 8.1.2 *Community Centre Update*
- 8.2 *Heritage Items*

9. Finance

9.1 Accounts to be approved for payment

9.1.1	Blakeys Keys	£13.20	001433 Paid
9.1.2	Greenwood Lengthsman	£240.00	001434 Paid
9.1.3	Greenwood Allotments	£115.00	001434 Paid
9.1.4	Clerk Salary	£404.21	SO PAID
9.1.5	HMRC	£101.05	001435
9.1.6	P3 Computers Toners	£264.00	001436
9.1.7	Greenwoods Lengthsman	£345.00	001437
9.1.8	Greenwoods Allotments	£345.00	001437
9.1.9	Durkin Landscapes – pay once income received	£15,444.00	

9.2 Income

9.2.1	Haggate Baptist Church Wreath	£25.00
9.2.2	Garage rents	£732.72
9.2.3	Allotment Deposits	£160.00
9.2.4	Newsletter Advert	£120.00
9.2.5	Hapton Stationery repayment	£238.00
9.2.6	Worsthorne Stationery repayment	£416.00
9.2.7	Bank Interest	£0.50

9.3. Bank Balances

▪ Current a/c –	£	8,438.64
▪ Deposit a/c –	£	2,924.54
▪ Petty Cash -	£	72.04
▪ Facebook Boost -	£	100.00
▪ Garages -	£	3,799.25
Total	£	15,334.47

- 9.4 a) Budget Monitoring Report and Bank reconciliations
b) Petty Cash Report
c) Payments and Receipts List

10. To receive Reports from Committees and consider the Recommendations

10.1 Lengthsman Committee

10.1.1 *Boundary Stones – Widdop loose post, bottom Roggerham needs clearing out, tree on turning circle needs taking down, Acer Tree moved to Duke Street decision required.*

10.2 Planning Committee

11. To receive Reports from working groups – for information only

1. *Allotment Working Group Terms of Reference and Membership*
2. *Co-options Working Group*

12. It is proposed that in view of the sensitive and confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

- 12.1 Bowling Green
- 12.2 Football Club
- 12.3 BAGS

13. Date of next meeting - The next meeting Tuesday 19th March 2019.