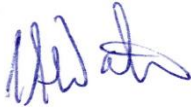


Parish Councillors are summonsed to attend a Briercliffe with Extwistle Parish Council meeting which will be held on Tuesday, 17<sup>th</sup> May 2022 to immediately follow the Annual Parish Meeting and Annual Parish Council Meeting at 7:30pm at the Community Centre, Jubilee Street

Members of the public are invited to attend



**BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL**  
**A G E N D A**

Tuesday, 17<sup>th</sup> May 2022  
7:30pm

**PLEASE NOTE THE MEETING IS BEING HELD IN THE COMMUNITY CENTRE**

**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) Police Report
- (b) Public questions submitted 3 days in advance in writing

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.

- (c) County Councillor Report
- (d) Borough Councillor Reports
- (e) Allotment Society Report
- (f) Other Organizations' Reports including Community Centre Update

4. **Formally reconvene the Parish Council Meeting**

## 5. Finance

5.1	Accounts to be approved for payment		
5.1.1	Clerk Salary April	£457.82	SO Paid
5.1.2	HMRC	£114.44	#001679
5.1.3	G.S.A. Contractor	£tbc	#001680
5.1.4	R. Taylor Garage Deposit	£100.00	#001681
5.1.5	HBIB Insurance	£553.28	
5.2	Income		
5.2.1	Council Owned garages	£1,092.10	
5.2.2	Bank Interest	£0.97	
5.3.	Bank Balances		
	▪ Current a/c –	£22,126.71	
	▪ Reserves a/c –	£13,936.00	
	▪ Petty Cash -	£ 415.80	(£275.00 Landrover Tax)
	▪ Garages -	£ 4,103.91	
	Total	£40,582.42	
5.4	a) Budget Monitoring Report and Bank reconciliations		
	b) Payments and Receipts List		
	c) Petty Cash Report		
	d) Annual Governance Statement and Accountability Return		
	e) Internal Auditors Report		

## 6. Minutes of the last Parish Council meeting

- 6.1 To approve, as a correct record the minutes of the Parish Council meeting held on Tuesday, 19<sup>th</sup> April 2022.

## 7. Matters outstanding from the minutes as listed

- 7.1 Grit Costs – RF  
7.2 Book Stop Planning – RF  
7.3 WW Board Proof – RF  
7.4 Land Ownership - RF

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

Clerk & Council Direct Magazine  
The National Allotment Society Magazine  
Natwest Correspondence

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

- 10.1 *Members of the Council*  
*Councillor updates and feedback*  
10.1.1 *Platinum Jubilee Celebrations*

## 10. To receive Reports from Committees and consider the Recommendations

- 10.1 *Planning Committee*  
10.1.1 *Adoption of Supplementary Planning Documents (SPDs):*

## 11. To receive Reports from working groups/Lead Councillors – for information only

1. Allotments Lead  
a. 1 new applications / Current Waiting List updated  
b. Allotment Update – General update  
c. Waiting List and Ring Around – AD  
2. Finance Leads  
3. Website and Social Media  
4. Contractor Lead  
a. Contractor Jobs list

## 12. Committees, Working Group and Lead Councillors

- 12.1 **Planning Committee – 4 places Quorum of 3**  
12.2 **Website and social media admins – 2 places**  
12.3 **Finances Lead Councillors – Chair plus 1 place**  
12.4 **Allotment & Garage Lead Councillor – 1 place**  
12.5 **Contractor Lead Councillor – 1 place**

13. **Date of next meeting** - The next meeting Tuesday 21<sup>st</sup> June 2022 at 7:30pm, the Community Centre, Jubilee Street.