



## Parish Council - Ordinary Meeting

<b>Date:</b>	30 May 2022		
<b>Place:</b>	Calder Room - Whalley Old Grammar School		
<b>Present:</b>	Councillors: L Street (Chair), E Kinder, L Street, J Brown and L Crook		
<b>In attendance:</b>	Committee Clerk, Councillors D Birtwhistle, G Mirfin and two residents		
<b>Meeting started:</b>	19:50	<b>Meeting closed:</b>	21:35

**Please note: this meeting was a continuation of the Annual General Meeting (separate minutes) which took place prior to this meeting.**

### 22/087 FINANCE REPORT.

The Clerk submitted a report to seek approval for the payments shown in the table below.

RESOLVED THAT COMMITTEE:

- a. Approve the accounts to date
- b. Approve the following payments:

Ref.	Payee	Description	Gross £	VAT £	Net £	Due	Minute Ref.
2815	Mulberry	Tree Assessment	180.00	30.00	150.00	16/06/22	22/046
1070	AER Accountants Ltd.	Internal auditor fees	200.00	0.00	200.00	18/06/22	21/052
04-LT575	Corido (Joti)	Teak bench for Trafford Gardens	512.51	33.33	479.18	18/06/22	22/063 (2)
6871	Noticeboard Company	Post mounted notice board	1,087.20	181.20	906.00	24/06/22	22/063 (1)
722	Oaklea Gardening	Additional work at Trafford Gardens	600.00	0.00	600.00	26/06/22	22/063 (4)
-	Cllr Kinder	Purchase of plants	46.98	0.00	46.98	30/06/22	22/063 (4)
-	Cllr Brown	Purchase of plants	21.16	0.00	21.16	30/06/22	22/063 (5)
725	Oaklea Gardening	Additional work near the Barrow signpost	66.10	0.00	66.10	27/06/22	22/063 (3)
<b>Totals £:</b>			<b>2,713.95</b>	<b>244.53</b>	<b>2,469.42</b>		

### 22/088 GRANT REQUEST.

Members considered a request for a £50 contribution towards a Jubilee party to be held on Wheatsheaf Close. Members were reminded that in early 2022, Ribble Valley Borough Council (RVBC) provided £500 to all Town and Parish Councils as a contribution towards the cost of Jubilee celebrations and commemorations.

RESOLVED THAT COMMITTEE:

1. Reject the grant request.
2. Authorise the Clerk to respond to the applicant explaining how the Council had spent the £500 from RVBC for the purchase of a commemorative bench which would benefit the whole community.

#### **22/089 ANNUAL INTERNAL AUDIT REPORT**

The Clerk presented the Internal Audit Report which forms part of the Annual Governance and Accountability Return (AGAR).

Member were reminded that the objective of the audit is to examine the system of internal controls to ensure that the Parish Council obtain an adequate level of assurance for its activities.

The audit covers the following areas of activity:

- Payroll
- Creditors and Debtors
- Risk and Asset Management
- Accounting Records
- Budgetary Control

It was noted that all the key controls contained within the internal audit report were examined and these were found to be working satisfactorily.

#### **22/090 PLANNING REPORT**

The Clerk submitted a report informing members of the relevant planning applications that had been submitted since the last meeting. No action was required.

#### **22/091 JUBILEE CELEBRATIONS**

Member were informed that bunting had been placed between the trees on Trafford Gardens and on the Barrow Brook roundabout. The Clerk reminded members that the 'Jubilee' bench would be delivered on Tuesday 14 June and that the Lengthsman had already prepared the area near the Barrow sign where it would replace the existing bench.

#### **22/092 DATES OF FUTURE MEETINGS.**

The dates of future meetings were scheduled as follows:

- Monday 18 July
- Monday 5 September
- Monday 24 October
- Monday 5 December

All meetings to start at 7:00pm

*By Virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public were excluded from the following agenda items.*

#### **22/093 BURIAL COMMITTEE**

Councillor Brown updated members on matters relating to the Burial Committee.

**The following items were added to the agenda as supplementary items.**

#### **22/094 ADMIRAL TAVERNS CAR PARK**

The Clerk informed members that RVBC had been in contact regarding an injury a resident claimed they had sustained while walking on the car park. The Clerk reminded members that whilst the car park is owned by RVBC it is leased to the Parish Council.

RESOLVED THAT COMMITTEE:

As a matter of urgency, will take measures to improve the road surface in and around the car park.

#### **22/095 WOODLAND PATH**

The Clerk noted the recent correspondence with residents regarding the state of the Woodland Path and access to the path. Members were reminded that this matter had been ongoing for some time.

Councillor Mirfin informed members that grants were available from the Lancashire Environmental Fund (LEF) for initiatives which benefit the environment, allow public access, and offer good value for money.

RESOLVED THAT COMMITTEE:

1. Agree that until discussions with the necessary parties had been concluded, no immediate action by the Parish Council is required regarding access to the path or the state of repair.
2. Authorise the Clerk to investigate the LEF grant scheme.

#### **22/096 BARROW ACTION GROUP (BAG) FUND AND BOUNDARY STONES**

Members noted that at a BAG meeting in September 2014 the Trustees agreed expenditure for the purchase and installation of two boundary stones.

RESOLVED THAT COMMITTEE:

Look to see if it is still the intention of the Trustees to purchase and install these boundary stones.

**Signed by Chair:**

**Date:**