*MINUTES OF THE MEETING OF SAMLESBURY & CUERDALE PARISH COUNCIL*

*HELD ON MONDAY, 20TH AUGUST 2020*

 *AT THE GREENHURST FARM BB2 7QA*

*PRESENT*

Parish councillors Graham Young (Chair) George Whalley, Kath Wright, Sue Redmayne, Alison Gerrard and Glenn Clayton.

Present Aimee Barton Clerk, R Greenwood, locum clerk.

*ITEM 1* *APOLOGIES FOR ABSENCE*

There were apologies for absence from Michael Higginson, Clare Lewis.

*ITEM 2 DECLARATIONS OF INTEREST*

* 1. Register of Interests – Councillors were reminded of the need to update their register of interests.
	2. No members disclosed any personal or prejudicial interests in any matter to be discussed at the meeting.

*ITEM 3* *ACCEPTANCE OF THE MINUTES OF THE MEETING*

Minutes of the meeting held July will be presented at the next meeting.

*ITEM 4* *MATTERS ARISING*

4.1 Resignation of Clerk P Mulroony Jan 2020.

4.2 Acceptance of Aimee Barton as Clerk from August 2020, Proposed Alison Gerrard, seconded George Whalley.

4.3 Sue Redmayne was welcomed onto the Parish Council she will be Co-Opted at the September Meeting.

*ITEM 5 ACCOUNTS*

5.1 Expenditure

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| 28/05/2020 | Cheque 489 | Newsletter | £59.90 |
| 28/05/2020 | Cheque 490 | Balderstone PC for training | £25.00 |
| 28/05/2020 | Cheque 491 | Gratuity for P Mulroony  | £25.00 |
| 23/07/2020 | Cheque 492 | SWMH  | £180.00 |
| 23/07/202 | Cheque 493 | St Leonards Church Grant | £200.00 |
| 23/07/2020 | Cheque 494 | St Marys Church Grant | £200.00 |
| 23/07/2020 | Cheque 495 | LALC subscription  | £255.98 |
| 20/08/2020 | Cheque 496 | Insurance, Community First | £163.12 |
| 20/08/2020 | Cheque 497 | Office Expenses | £9.45 |
| 20/08/2020 | Cheque 498 | HMRC | £58.80 |
|  |  |  |  |

5.2 Insurance, the parish council has been offered a one- or three-year deal with the insurance, it was decided to accept the three-year deal.

5.3 The parish notice boards are in need of repair. This work will be undertaken, and the notice boards added to the asset register on completion of the works.

5.4 Income

Accepting the Precept from South Ribble Borough Council, for £8000, Proposed Alison Gerrard seconded George Whalley.

5.3 AGAR, the accounts for 2019/2020 were accepted and the AGAR signed. Proposed Alison Gerrard seconded Sue Redmayne.

5.4 HMRC, the parish council has registered with HMRC as a business so that wages can be paid to the clerk through the HMRC wages package. Proposed Alison Gerrard seconded Kath Wright.

5.5 Cashflow, the cashflow and bank reconciliation was presented and signed as a true record.

5.6 The Asset register was circulated and accepted.

5.7 To minute that Houghton Langdale Valentine Trust has been taken over by the Church. The balance of £900 has been given over to a Government scheme, Contact will be made with Mr Slinger for some paperwork related to this to keep in the parish council archive file. The trust has been removed from the Charity Commission Database on 14/01/2020

5.8 Ring fenced on the budget is £2,500 for the land at Green End car park, LCC own this land not the borough council as previously understood. Graham Young had a meeting last week with LCC regarding the parish councils plans for this land.

*ITEM 6 PLANNING*

6.1 Application for an eco-house on green belt land, the clerk to raise objections on behalf of the parish council via the planning portal. The objections are that the property is being built on greenbelt land and will set a penchant for further builds on greenbelt.

*ITEM 7* *LCC*

7.1 A complaint was received about a wall being built on A677 Preston New Road, this blocks the line of site, recommended to contact Stephen Brown at the planning department.

7.2 The repairs on Goose Lane need to be redone as they have failed.

7.3 The drain work on Roach Road has been completed.

7.4 Potters Lane bridge over the brook, following recent works the access to the brook has been left open, Fencing and hedging that was there pre works is no longer there. Graham Young will do a site visit and contact LCC to report the issue.

*ITEM 8*  *POLICIES*

8.1 Contract of employment for A Barton. This was agreed with an amendment to a months’ notice needed rather than one week. Signed by the Chairman. Agreed under item 4.2

8.2 Contract of temporary employment for R Greenwood, this was agreed as under item 4.2.

8.3 Reserves Policy was circulated for acceptance at the next meeting

8.4 Communications Policy was circulated for acceptance at the next meeting.

8.5 Complaints Policy was circulated for acceptance at the next meeting.

8.6 Retention Policy was circulated for acceptance at the next meeting.

8.7 Privacy Policy was circulated for acceptance at the next meeting.

*ITEM 9* ANY OTHER BUSINESS

9.1 New members were welcomed, and the Chairman expressed his thanks to the locum clerk.

*ITEM 10 DATES OF FUTURE MEETINGS*

24th September 2020 at 7.30pm location to be confirmed.

Meeting closed at 9.09pm