

Meeting of the Parish Council – Draft Minutes

Date:	22-1-25		
Place:	Pendleton Village Hall, Pendleton.		
Present:	Councillors: S. Houghton (Chair), (A. Scholfield (vice Chair), David Birtwistle (Borough Cllr) and Richard Vickers		
In attendance:	Clerk to the Council: Greera Stevenson-Norse Mike Ramsbottom		
Meeting started:	18:30	Meeting closed:	19:45

Minute Reference 111224/

1. **APOLOGIES FOR ABSENCE.** Mike Hill RFO
2. **APPROVE THE MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 4TH SEPTEMBER 2024** Approved after the slight adjustment to the wording of section 241211/5
3. **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.**
There were no declarations of interest.
4. **PUBLIC PARTICIPATION.**
There was no public participation at the meeting.
5. **TO URGENTLY CONSIDER THE APOINTMENTS OF NEW PARISH COUNCILLORS**
Mike Ramsbottom introduced himself to the council, with a background in surveying and planning, was co-opted onto the council. Proposed by Cllr Houghton and Seconded by Alan Scholfield. Mike Ramsbottom was duly elected as a Parish councillor for Wiswell.
APPROVED BY ALL.
6. **FINANCE REPORT.**
The Clerk submitted reports seeking approval for the accounts to date, Reconciliation of Receipts and Payments and the Schedule of Payments.
RESOLVED THAT COUNCIL:
 - a. Approved the accounts to date
 - b. Approved the Reconciliation of Receipts and Payments as set out in the Report.
 - c. Approved the Schedule of Payments as set out in the Report**APPROVED BY ALL**
 - With a note to the RFO to please ensure the Grants and Community Holding finances are shown separately to but included in the general accounts, to keep track of ringfenced funds spending, easier for councillors.**ACTION TO NOTE THE REPORT**

7. PLANNING REPORT

The Clerk submitted a report informing members of the planning applications made since last meeting.

- Planning application 3/2024/1031. Submitted on the 15/1/2025. Grid ref 374819 437692

RESOLVED THAT COUNCIL: *No Objections*

8. UPDATES ON ACTIONS FROM PREVIOUS MEETINGS

8.1 240524/4/1 – **Business Plan** – The plan was needed to secure funding. Will do another if needed to secure funding in the future. **NOTED**

8.2 230906/11/c – **Planning Training** – Cllr Houghton had agreed to attend the January training with LALC, but the training was postponed. All councillors to look to attend the next training session. Cllr Scholfield preferred to wait for training until after the new planning rules being suggested by the government are announced. Cllr Ramsbottom is interested in attending **ONGOING**

ACTION - *Clerk to follow and inform Councillors of developments*

8.3 241211/9 – **Weekly Planning Lists** – Cllr Birtwistle investigated the weekly list being emailed directly to the clerk by RVBC and reported that this is not something they do.

The Council asked Cllr Birtwistle to chase it again. **ONGOING**

ACTION - *Cllr Birtwistle to follow up, again*

8.4 241211/15a – **Insurance** – Clerk reported that the insurance is really the responsibility of the RFO, as the clerk does not have access to investigate this with the insurers. The council asked that the Clerk investigate the insurance cover and the possibility of us being over insured. Cllr Scholfield provided the council with month of insurance renewal (November 25) with 140 houses and 277 Residents **ONGOING**

ACTION – *Clerk to investigate*

8.5 241211/15c – **Websites and Emails** – Cllr Birtwistle reported that he had investigated this, and it is not something that RVBC offer. To ask the RVBC again, as this is an ongoing cost for the council. **ONGOING**

ACTION – *Cllr Birtwistle to follow up, again*

Cllr Scholfield requested that the clerk check with EasyWeb to ask what happens to ex Cllr's email accounts. Are these archived and accessible? And request that old email accounts be deactivated after archiving them.

ONGOING -ACTION - CLERK

8.7 241211/15e – **SLCC, LALC & CiLCA** – the Council is fully supportive of training for councillors and the Clerk.

COMPLETED

9. VILLAGE UPKEEP

- Cllr. Scholfield provided a full written report

ACTON – *TO NOTE THE REPORT*

- Cllr Houghton gave verbal report on the coronation gardens project, a new notice board picture was shown to the council, and it was favourably received. The price is £1,700 to come out of the coronation Gardens Grant. Cllr Scholfield has the contact details for the notice board and will order. This needs to be invoiced by the end of January. Cllr Birtwistle to ask RVBC if funds could be released on an invoice due to the amount.

ACTION – *Cllr Scholfield to order*

ACTION – *Cllr Birtwistle to check the Fund provider can release funds on an invoice*

10. CHRISTMAS CELEBRATIONS

Cllr Houghton said the light switch on and carol singing was well attended and well received. £209 was raised for Darian House Charity. The council received a note of thanks.

11. Road Safety Group

Update from Cllr Scholfield – As there are new staff at LCC and new Parish Councillors the group is now stagnant.

12. Consideration for items not on the agenda

- A. **FOREST OF BOWLAND NATIONAL LANDSCAPES** – have asked the Council to nominate a councillor to engage in comments on the current plan. No councillors were nominated.

ACTION - TO NOTE THE REQUEST

- B. **GDPR Email to RFO** – a request for renewal of £40 annual fee has been requested by ICO, the clerk queried whether we should be paying a fee at all. Cllr Scholfield is under the impression that we must be members, and this comes with a fee.

ACTION – Clerk to investigate further

- C. **Grants Query by Cllr Houghton** – Made inquiries with RVBC and an email was sent out by RVBC with instructions on how to access and view grants.

COMPLETED

- D. **Cllr Birtwistle** informed the council

- Rural Prosperity fund will run again
- Brief discussion on the White Pater, well received by the council
- Jubilee fund is still available

ACTION – to note the report

13. Dates for future meetings

5th March 25

7th May 25

To be agreed at the annual meeting of the Parish

2nd July 25

3rd September 25

5th November 25

Signed by Chair.

Date.

A signed copy is on file.