

CLAYTON LE DALE PARISH COUNCIL

Minutes of the Annual Meeting of Clayton le Dales Parish Council held at 7.30pm on 13 June 2023 at Salesbury Memorial Hall Ribchester Road.

In attendance: Cllr P Ainsworth, Cllr C Cotton, Cllr S O'Callaghan, Cllr A Schofield, Cllr K Thompson

Clerk: Janet Westwell Members of the public: 5

	Agenda items	Action
13/06/23/1	Chairman's Welcome. The chairman welcomed attendees to the meeting and explained that this was the Annual Meeting of the Council and that the first item of the agenda would be the election of a Chairman for the next 12 months.	
13/06/23/2	Election of Chairman for the next 12 months. Nominations were called for: Cllr Schofield nominated Cllr Thompson and this was seconded by Cllr Ainsworth. There being no other nominations Cllr Thompson was duly elected as chairman for the next 12 months	
13/06/23/3	Cllrs Acceptance of Office and Declarations of Interest forms These were signed by all Cllrs and would be sent by the clerk to RVBC.	
13/06/23/4	Apologies for absence There were no apologies for absence	
13/06/23/5	Election of Vice Chairman for the next 12 months Nominations were called for. Cllr Thompson proposed Cllr Schofield and Cllr O'Callaghan seconded this. There being no additional nominations Cllr Schofield was elected as Vice Chairman for the next 12 months.	
13/06/23/6	Declarations of Interest There were no declarations of interest	
13/06/23/7	Public participation. The meeting closed to allow public participation. One item was discussed which was cold callers. There seemed to be an increase in cold callers in the area recently. Cllr Schofield advised that he would follow up to see whether additional signs could be placed in the area and whether the council could obtain additional stickers for households to place in their windows	Cllr Schofield
13/06/23/8	Approval of the minutes of the meeting held on 25 April 2023. The minutes were agreed as a true and accurate record. Proposed by Cllr Thompson and seconded by Cllr Ainsworth.	
13/06/23/9	Accounts Cllrs agreed payments due to the clerk for Q1 salary, Salesbury Memorial Hall for the June meeting and the auditor for the recent audit	Clerk

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13/06/23/10	To receive the internal auditors report– no issues. Advised claiming VAT back from HMRC and queries with HMRC on variances re payments. The report was unanimously received and approved.	
13/06/23/11	To approve the Governance Statement – AGAR The Governance Statement was unanimously received and approved	
13/06/23/12	To approve the Receipts and Payments statement – AGAR The Receipts and Payments statement was unanimously received and approved	
13/06/23/13	For approval to send the Exemption Certificate to the External Auditors Approval was unanimously given to send the Exemption Certificate to the External Auditors	
13/06/23/14	Exercise of Public Rights will be advertised from 26 June – 28 July 2023. This was noted by the Council	
13/06/23/15	Speeding Update on SPID rental process. Cllr Schofield advised that the period of 10 weeks after which the lighting columns could be checked and plates fixed to them would expire in July. Therefore the project could move to the next stage.	
13/06/23/16	Speeding Slow down Banner This had been removed from the church wall as agreed with the SPCC and would be re sited in the next few weeks.	
13/06/23/17	Planning land adjacent to 110 Ribchester Road. Cllr Edge has advised that this has been referred to the planning committee and individuals can request to speak for up to 3 minutes. Although the 21 days statutory consultation period had passed the Cllrs wished to respond to RVBC to advise that they supported the application but requested that the applicant consider extension of the footpath in front of the proposed development to allow pedestrians to walk safely in that area.	clerk
13/06/23/18	LCC Update Cllr Schofield advised that the surface dressing works on Ribchester Road were currently taking place but timings were being amended due to the hot weather.	
13/06/23/19	RVBC Update There was no update available Clerk to contact Nicola Hopkins re derelict properties in the area	clerk
13/06/23/20	Purchase of gate for section of Mayor's trail. Clerk to obtain update from Cllr Gaffney	Clerk
13/06/23/21	New Cllr Training Cllr Cotton and O'Callaghan do not want to attend this training at the moment however Cllr Schofield proposed and Cllr Thompson seconded the motion to approve the costs for this training (££35 per person) so that if the new Cllrs wish to attend in the future they can do so	
13/06/23/22	Date of meetings.	

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	The next meetings of the council will be Wednesday 6 September and Tuesday 7 November at 7pm. The meeting closed at 8:15pm.	
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