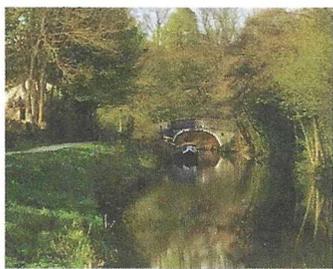
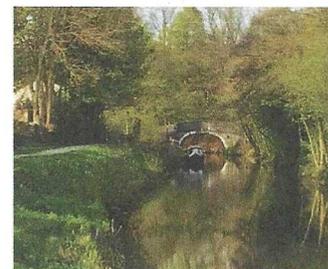


SALTERFORTH PARISH COUNCIL



Chair: Cllr C. Pollard
Salterforth Village Hall
Chapel Hill
Salterforth, Lancashire BB18 5TU
Email: salterforthparishcouncil@gmail.com
Website: www.salterforthpc1.org



Salterforth Parish Council 25th February 2026 at 7pm Village Hall, Salterforth

Members of the Council are hereby summoned to attend a full Meeting of the Parish Council in accordance with schedule 12, para. 10(2)(b) of the Local Government Act 1972 to be held as detailed above. If you are unable to attend, your apologies and reason for absence should be forwarded to the Chair in advance.

AGENDA

Meetings are open to the public and may be recorded by representatives of the media or by members of the public. Any persons intending to record the meeting are requested to respect the wishes of members of the public who have come to speak at a meeting; and reminded that it is not permitted for oral commentary to be provided during a meeting.

1. Welcome

The Chair of the Parish Council, Cllr Pollard to welcome all to the meeting at 7pm.

2. Attendance, Apologies and Non-attendance

2.1 To record attendance, non-attendance and written apologies for absence.

3. Declarations of Interest

To receive declarations of personal interest in any matter identified in this agenda.

4. Public Participation

To allow for members of the public to be offered the opportunity to address Council on any subject not already an agenda item.

Questions or comments for the Council on agenda items should be sent via post/email to the Clerk using the Village Hall address or at salterforthparishcouncil@gmail.com at least 24 hours prior to the meeting.

Questions for Council requiring a more detailed answer should be sent via post/email to the Clerk using the Village Hall address or at salterforthparishcouncil@gmail.com one week prior to the meeting.

5. To approve and accept as an accurate representation, the draft minutes of the meeting held on 21st January 2026.

6. Updates on Items from Previous Meetings

6.1 Bench for Bus stop.

6.2 Salterforth School Grant Application.

6.3 Harry Street

6.4 Ginnel and Overgrown Footpath

Love Clean Streets – Reference No. 5047666.

6.5 Email Address

6.6 Defibrillator

6.7 Book Cupboards

AGENDA

6.8 Anchor

6.9 Dales View Grant Application

7. Reports from Meetings with other Organisations

To receive for information purposes, verbal or written reports from Councillors on any such meetings attended. These should be notified to the Clerk/RFO in advance of the agenda so that they can be listed; and in the case of written reports, so that they can be circulated to Councillors prior to the meeting.

7.1 West Craven Area Committee 3rd Feb 2026..

7.2 Pendle Borough Council 5th Feb 2026 regarding Village Car Park. See agenda item 9.

8. Correspondence

Nothing received.

9. Village Car Park

10. Toilets

11. Community Garden

Update on requirements for the CG Group.

12. Lengthsman

13. Dog Field

14. Kelbrook Road - Speeding

15. C&RT Bin Removal

16. DYL's/TRO Earby Road

17. Events

18. Impact Fund

19. Planning Matters

Any applications received after the agenda has been published will be tabled at the meeting.

Nothing to consider.

20. Finance

Clerk/RFO has authority to make payments as required for items included in the Direct Debit and Regular Payment Review

RFO to present the financial report for review, approval and countersignature:

20.1 Cash Book (Enc) Balance as of 31st Jan 2026 £22,500.70

20.2 Receipts and Payments from 1st Jan – 31st Jan 2026

20.3 Bank Reconciliation for Jan 2026 (Attached)

20.4 Bank Statements for Jan 2025 (Enc)

20.5 Budget Analysis 25_26 (Attached)

21. Precept for 26_27

22. Appointment of Internal Auditor for 25_26

23. Date of Next Meeting

D	M	YR	ST	CREDITOR	DEBTOR	BUD	DESCRIPTION	TYPE	GROSS DEBIT £	NET DEBIT £	VAT £	CREDIT £	INVOICE	MINUTE REF	INV DATE	VAT No.	CASH BOOK £	STATEMENT £
05	01	2026	196	Card 37 Vm Cashback		CBK	Cashback	Transfer	-	-	-	1.24					23,877.70	
07	01	2026	196		Pendle Borough Council	LGT	Play Area Inspection 12th & 25th November 2025	BACS	72.89	60.74	12.15	-	5169666	2025.23.07.22.7	05.12.2025	175332564	23,804.81	
12	01	2026	196		Hugo Fox (Gocardless)	WEB	Website Hosting	DD	23.99	19.99	4.00	-	22092	2025.23.07.22.6	13.01.2025	156359683	23,780.82	
14	01	2026	196		HMRC	HMRC	Tax	BACS	1.92	1.92	-	-		2025.23.07.22.7			23,778.90	
14	01	2026	196		British Gas	LOO	Electricity for Toilets 3rd December 2025 to 2nd January 2026	BACS	29.05	27.67	1.38	-	805573979	2025.15.10.9	06.01.2026	684966762	23,749.85	
14	01	2026	196		W S Accountancy Ltd	PAD	Payroll Administration Quarter ending 31.12.2025	BACS	39.60	33.00	6.60	-	10139	2025.23.07.22.7	31.12.2025	353883568	23,710.25	
23	01	2026	196		Salterforth Village Hall	REN	Hall Hire for Meetings/Events for 2025 and Q1 2026	BACS	461.12	461.12	-	-	19-20-21	2025.23.07.22.7	21.01.2026		23,249.13	
27	01	2026	196		West Craven Insurance	INS	Insurance for Village Toilet Block	BACS	427.00	427.00	-	-	SRP66869	2025.23.07.22.7	26.01.2026		22,822.13	
28	01	2026	196		HMRC	HMRC	January Tax	BACS	64.20	64.20	-	-		2025.23.07.22.7			22,757.93	
28	01	2026	196		Clerk/RFO	PAY	January Salary	BACS	257.23	257.23	-	-	Jan Salary	2025.23.07.22.7			22,500.70	22,500.70
Total £									1,377.00	1,352.87	24.13	1.24						

**Examined, Certified
& Verified By:
Clerk & RFO**
Karen Shawcock
Date: 6/2/26

CHK:
CHK:
CHK:

MONTH

Jan-26
RECONCILED

CASH BOOK £

BROUGHT FORWARD BALANCE	31.12.2025	£ 23,876.46
PAYMENTS		1,377.00
RECEIPTS		1.24
CARRIED FORWARD BALANCE	31.01.2026	£ 22,500.70

BANK STATEMENT £

STATEMENT BALANCE	31.12.2025	£ 23,876.46
PAYMENTS		1,377.00
RECEIPTS		1.24
UNPRESENTED CHEQUES		-
UNCLEARED RECEIPTS		-
ADJUSTED BANK BALANCE	31.01.2026	£ 22,500.70

**Examined, Certified
& Verified By:
Clerk & RFO**

Karen Shawlock

Date: 6/2/26

chair:

clerk:

clerk:

ITEM	CAT	BUDGET £	YTD £	Comments	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Maintenance	MTN	2,500.00	611.00		-	-	-	-	-	-	-	611.00	-	-		
Bi-Weekly Playground Inspection	PRK	800.00	577.03		60.74	91.11	-	121.48	60.74	60.74	60.74	60.74	-	60.74		
Annual Playground Inspection	PRK	80.00	72.50		-	-	-	-	72.50	-	-	-	-	-		
Community Garden	CGD	1,000.00	425.31		343.23	-	82.08	-	-	-	-	-	-	-		
Payroll	PAY	3,500.00	2,906.77		-	450.88	398.65	514.46	257.03	257.23	257.03	257.23	257.03	257.23		
Payroll Administration	PAD	165.00	147.00		48.00	-	-	33.00	-	33.00	-	-	-	33.00		
HMRC	PAY	1,000.00	889.24		-	-	-	-	373.32	449.80	-	-	-	66.12		
Grass Cutting	MOW	4,200.00	2,870.27		-	673.19	-	1,098.54	549.27	549.27	-	-	-	-		
Toilets	LOO	1,000.00	162.89		-	-	94.12	-	-	-	-	-	41.10	27.67		
Internal Audit	AUD	500.00	-		-	-	-	-	-	-	-	-	-	-		
External Audit	AUD	250.00	315.00		-	-	-	-	-	315.00	-	-	-	-		
Website	WEB	370.00	319.90		19.99	19.99	139.99	19.99	19.99	19.99	19.99	19.99	19.99	19.99		
Insurance	INS	300.00	683.46		-	256.46	-	-	-	-	-	-	-	427.00	-	-
Plants	PLA	1,500.00	368.92		-	-	-	368.92	-	-	-	-	-	-		
Watering	WAT	950.00	-		-	-	-	-	-	-	-	-	-	-		
Rent (including rent for events)	REN	550.00	461.12		-	-	-	-	-	-	-	-	-	461.12		
Events	EVE	2,200.00	1,118.28		-	-	-	-	-	-	-	202.28	916.00	-		
Christmas Tree	XMS	2,400.00	1,950.00		-	-	-	-	-	-	-	1,950.00	-	-		
Subscriptions to LALC & NALC	SUB	125.00	97.52		-	-	-	-	-	-	-	97.52	-	-		
Subscription for Office 365	SUB	55.00	55.00		-	-	-	-	-	-	-	55.00	-	-		
Subscription for ICO	SUB	25.00	-		-	-	-	-	-	-	-	-	-	-		
Consumables	CON	100.00	-		-	-	-	-	-	-	-	-	-	-		
Training	TRA	300.00	72.00		-	-	-	-	-	-	-	72.00	-	-		
Community Grants	GRA	1,500.00	-		-	-	-	-	-	-	-	-	-	-		
CONTINGENCY		1,000.00	-		-	-	-	-	-	-	-	-	-	-		
Total		26,370.00	14,103.21		471.96	1,491.63	714.84	2,156.39	1,332.85	1,685.03	337.76	3,325.76	1,234.12	1,352.87	-	-

Opening Balance 01.04.2025	13,643.01
Precept	24,000.00
Other Income	5.00
Budget	26,370.00
Projected Closing Balance 31.03.2026	11,278.01
From Reserves	<u>2,370.00</u>

**Examined, Certified
& Verified By:**

Clerk & RFO

Karen Shawcock

Date: 6/2/26

CHAIR:

CLERK:

CLERK: