

Salterforth Parish Council
Minutes

AT 7:30 ON Friday 24th April 2020

Due to COVID-19 and the current lockdown conditions this meeting was held on line

	<p><u>Welcome</u> Cllr Pollard welcomed all to the virtual meeting</p>
	<p><u>Apologies for absence</u> Cllr Langtree is in the process of purchasing a mobile phone to enable access to the meeting.</p>
	<p><u>Declarations of Interests</u> <i>Members are reminded of the legal requirement concerning declarations of interests. A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting In addition it is suggested that a Member with a disclosable pecuniary interest leave the room where the meeting is held while any discussion or voting takes place.</i></p>
	<p><u>Public Forum</u> To receive, for a maximum of 10 minutes, questions from members of the public on issues which appear on the agenda Salterforth Parish Council are unable to offer members of the public access to the on-line meeting but are exploring ways in which this will be possible, following guidance from NALC.</p>
20/04/36	<p><u>Planning Applications</u> Application Number:20/0046/FUL Applicant: Mr M Wolfenden Location: Moor View Farm, Earby Road, Salterforth BB18 6SP Proposal: Full: Major: Change of an agricultural land to equine and the siting of an indoor horse manage and stables (floor area: 1136sq m) (Suis Generis) Planning turned this application down last time. <u>Resolved – Leave it to the area committee to make the decision</u></p>
20/04/37	<p><u>Minutes</u> To approve, or otherwise, the minutes of the meeting held on 4th March 2020 <u>Resolved – minutes approved as a true record</u></p>
20/04/38	<p>To examine and approve the bank statements CURRENT BANK BALANCE AS AT 24TH APRIL IS £10,041.39 THIS FIGURE TAKES INTO ACCOUNT £9076.00 AS FIRST HALF PAYMENT FOR THE PLAY-GROUND EQUIPMENT AND INSTALLATION</p>

20/04/39	<p>To approve and authorise payment of the following invoices</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Amount</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Carole Singleton</td> <td>March</td> <td>139.92</td> <td></td> <td>139.92</td> </tr> <tr> <td>Carole Singleton</td> <td>April</td> <td>139.92</td> <td></td> <td>139.92</td> </tr> <tr> <td>Garden Doctors</td> <td>April 2020</td> <td>516.00</td> <td>103.20</td> <td>619.20</td> </tr> <tr> <td>Jill Demaine</td> <td>supplies</td> <td>163.02</td> <td>1.33</td> <td>164.35</td> </tr> <tr> <td>Jill Demaine</td> <td>lengthsman</td> <td>23.5 hours</td> <td></td> <td>357.50</td> </tr> </tbody> </table> <p><u>Resolved – approved for payment</u></p>	Payee	Details	Amount	VAT	Total	Carole Singleton	March	139.92		139.92	Carole Singleton	April	139.92		139.92	Garden Doctors	April 2020	516.00	103.20	619.20	Jill Demaine	supplies	163.02	1.33	164.35	Jill Demaine	lengthsman	23.5 hours		357.50
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20/04/40	<p>Declarations of interest</p> <p>The forms have been lost/mislaidd by Pendle Borough Council and the Councillors are being asked to resubmit their declarations of interest. Cllr Singleton hand delivered the forms previously to Joanne at PBC, however they have subsequently been mislaidd.</p> <p>Resolved – to re-submit the forms, sent by email to all the Councillors by the clerk.</p>																														
20/04/41	<p>Payroll Services</p> <p>Autella are able to produce payslip to enable clerk to the pay the tax and NI from the gross amount paid each month. Set us costs plus £13.40 per month for the payslip plus vat and £12.50 plus vat for end of year. Clerk to look at other alternative available locally before going ahead.</p> <p>Resolved – to proceed with a payroll provider</p>																														
20/04/42	<p>Internal Audit Yorkshire</p> <p>Despite COVID-19 Parish Council are still required to have an internal audit and submit AGAR. Internal Audit Yorkshire who provided the internal audit for last year have been in contact. Copies of the last internal audit are available from Carole.</p> <p>Resolved – to proceed with Internal Audit Lancashire</p>																														
20/04/43	<p>Summer Troughs</p> <p>The plants for the troughs were purchased last year from Salterforth Garden Centre, a local supplier and enhanced the village.</p> <p>Resolved - To proceed with Salterforth Garden Centre as previously for the summer troughs. The winter bedding from the troughs can be re-planted throughout the village</p>																														
20/04/44	<p>Approval of policies</p> <p>The policies have been unpatd and available on Salterforth Parish Council webiste to view and approve or amend at the next meeting.</p> <p>Resolved – Cllrs asked to view the policies on the website or speak to Carole and she will send them through personally or print them out, and Cllrs to report back at the next meeting.</p>																														
20/04/45	<p>Asset register</p>																														

	<p>Cllr Pollard is currently updating the asset register but struggling to get accurate valuations for war memorial, bus shelters, toilets .</p> <p>Resolved – to continue to obtain figures both for insurance puropses and asset register</p>
20/04/46	<p>Lengthsman</p> <p>Jill Demaine was appointed as our lengthsman for the village on a self employed basis. She is painting in and around the village, including the fencing around the new play area and at the back of the memorial, the benches in the village and will move on to paint the white railings through the village and the black litter bins. Jill is also watering the plants but there is a problem getting access to the toilet block for water.</p>
20/04/47	<p>Cllr Pollard gave an update on the co-ordination within Salterforth dealing with the vulnerable residents/isolating residents and supporting the carers looking after residents/neighbours etc. The co-ordination service is working well. Carers are contacted daily or when they require it and support is given and the co-ordination service is liaising and referring to The Pendle Hub.</p>
	<p>To confirm the date of the next Parish Council Meeting as Wednesday 27th May at 7:30.</p> <p>Please note this will be an on-line meeting. If any members of the public have an issue they wish to raise please speak to a Cllr or contact the Clerk on 01282 537464.</p>

Signed –

Chairman Cllr Pollard

Date