

## [Minutes of the Meeting Salterforth Parish Council](#)

Wednesday 31st May at 7:30pm following the Annual Parish Meeting

	<p><b><u>Welcome</u></b>  <b><u>Cllr Pollard welcomes all to the meeting</u></b></p>																																								
	<p><b><u>In attendance:</u></b> Chairman Pollard, Cllrs. Singleton, Wilson, Griffin, Cawkwood  <b><u>Apologies for absence :</u></b> Cllrs Varley, Latham</p>																																								
31 5 63	<p><b><u>Declarations of Interest</u></b>  Members are reminded of the legal requirements concerning declarations of interest.  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.</p>																																								
31 5 64	<p><b><u>Public Forum</u></b>  To receive, for a maximum of 10 minutes, questions from members of the public on issues which appear on the agenda.  Please contact the clerk - Carole Singleton at <a href="mailto:clerk.salterforthpc@gmail.com">clerk.salterforthpc@gmail.com</a></p>																																								
31 5 65	<p><b><u>New councillor co-opted</u></b>  Sarah Griffiths co-opted and welcomed by the chairman and fellow councillors.</p>																																								
31 5 66	<p><b><u>Planning Applications</u></b>  None</p>																																								
31 5 67	<p><b><u>Minutes</u></b>  To approve minutes from April 2023  <b><u>Resolved:</u></b> approved as a true record</p>																																								
31 5 68	<p><b><u>To examine and approve the bank statements</u></b>  Current balance as at - awaiting bank statement</p>																																								
31 5 69	<p><b><u>To approve and authorise payment of the following invoices</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><b><u>Date</u></b></th> <th style="text-align: left;"><b><u>Name</u></b></th> <th style="text-align: left;"><b><u>Reason</u></b></th> <th style="text-align: right;"><b><u>Total</u></b></th> </tr> </thead> <tbody> <tr> <td>May 23</td> <td>Carole Singleton.</td> <td>Salary</td> <td style="text-align: right;">224.06</td> </tr> <tr> <td>May 23</td> <td>HMRC</td> <td>PAYE</td> <td style="text-align: right;">107.00</td> </tr> <tr> <td>May 23</td> <td>Carole Singleton</td> <td>WFH</td> <td style="text-align: right;">26.00</td> </tr> <tr> <td>May 23.</td> <td>Eugene</td> <td>wage</td> <td style="text-align: right;">285.60</td> </tr> <tr> <td>May 23.</td> <td>Amy Latham</td> <td>re-imburement</td> <td style="text-align: right;">44.44</td> </tr> <tr> <td>May 23.</td> <td>Carole Singleton</td> <td>re-imburement</td> <td style="text-align: right;">55.47</td> </tr> <tr> <td>May 23.</td> <td>Eugene</td> <td>re-imburement</td> <td style="text-align: right;">76.70</td> </tr> <tr> <td>May 23.</td> <td>Pendle Borough Council</td> <td>invoice 5127602</td> <td style="text-align: right;">402.81</td> </tr> <tr> <td>May 23.</td> <td>Pendle Borough Council.</td> <td>Invoice 5127977</td> <td style="text-align: right;">613.06</td> </tr> </tbody> </table> <p><b><u>Resolved:</u></b> approved for payment</p>	<b><u>Date</u></b>	<b><u>Name</u></b>	<b><u>Reason</u></b>	<b><u>Total</u></b>	May 23	Carole Singleton.	Salary	224.06	May 23	HMRC	PAYE	107.00	May 23	Carole Singleton	WFH	26.00	May 23.	Eugene	wage	285.60	May 23.	Amy Latham	re-imburement	44.44	May 23.	Carole Singleton	re-imburement	55.47	May 23.	Eugene	re-imburement	76.70	May 23.	Pendle Borough Council	invoice 5127602	402.81	May 23.	Pendle Borough Council.	Invoice 5127977	613.06
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31 5 70	<p><b><u>Policies for approval</u></b></p> <p>Bullying and Harassment  Financial Regulations  Grants  GDPR  Hospitality and Gifts  Playground and Maintenance  Public participation  Standing Orders  Risk Assessment and Action Plan</p> <p><b><u>Resolved:</u></b> approved. Clerk to look into membership of the NALC for advice and policy updates</p>
31 5 71	<p><b><u>AGAR approval</u></b></p> <p><b><u>Resolved:</u></b> AGAR approved. Clerk to submit exemption certificate</p>
31 5 72	<p><b><u>Update of on-going issues from other meetings</u></b></p> <p><b><u>None</u></b></p>
31 5 73	<p><b><u>Lengthsman duties</u></b></p> <p>Tidy up footpath up to Klondike - but not touch the hedge  Weed the footpaths  Troughs are looking good, not enough time for the baskets yet. Will also move 2 of the brackets as complaints that people had banged their heads.  Richard is still watering the troughs and hanging baskets</p> <p><b><u>Resolved:</u></b> Cllr Pollard to look for 2 more quotes</p>
31 5 74	<p><b><u>New printer for clerk</u></b></p> <p><b><u>Resolved:</u></b> approved</p>
31 5 75	<p><b><u>CCTV quote</u></b></p> <p>Quote - 2 cameras built into a single unit approx £1100 and higher resolution version at £1600 plus installation.</p> <p><b><u>Resolved:</u></b> Cllr Pollard to look for 2 more quotes</p>
31 5 76	<p><b><u>Update - raised beds and grants</u></b></p> <p>Lancashire Environmental Fund response - invited to make an application for a main grant and sent guidance notes. We can apply for the main grant up to £40,000 and needs 80% contribution - we need to demonstrate we can find the 20%. We will need to demonstrate it is for the community.  Deadline for submission 20th July 2023 and considered 18th October. Cllr Griffin experienced in submitting grant applications and happy to help  Still awaiting outcome of the lottery grant application</p> <p><b><u>Resolved:</u></b> Cllr Cawkwood to arrange further meeting to submit bid</p>
31 5 77	<p><b><u>Correspondence</u></b></p> <p>1. Invoice from Andy Fitton re insurance for toilets  Look into viability of including it in our insurance</p> <p><b><u>Resolved:</u></b> approved for payment.</p>
31 5 78	<p><b><u>Confirm the date of the next Parish Council Meeting Wed 28th June at 7:00 pm</u></b></p>

**Signed.  
Chairman**

**Dated 31 5 23**