

# Goldshaw Booth Parish Council

**MINUTES OF GOLDSHAW BOOTH PARISH COUNCIL MEETING HELD AT ST. MARYS SCHOOL, NEWCHURCH IN PENDLE, ON TUESDAY 14<sup>TH</sup> MAY 2019.**

## **PRESENT-**

*Councillor - Robert Donovan (Chairman)*

*Councillors: Andy Cowell, Bill Mayor, Rebecca Murrell, Carl Ryder, and Kathleen Wilkinson. In Attendance: Jennifer Sutcliffe, Parish Clerk.*

### **19/20/01 WELCOME TO GUESTS AND VISITORS**

The Vice Chairman welcomed members.

### **19/20/02 ACCEPTANCE OF OFFICE FORMS/DECLARATIONS**

Members completed the above forms.

### **19/20/03 APPOINTMENT OF CHAIRMAN**

Councillor Robert Donovan was proposed and seconded as Chairman for the forthcoming year. A vote was taken and Councillors voted in favour of the appointment.

#### **RESOLVED:**

That Councillor Robert Donovan was elected as Chairman of the Council for the Municipal Year 2019/20.

### **19/20/04 APPOINTMENT OF VICE CHAIRMAN**

Councillor Andrew Cowell was proposed and seconded as Vice Chairman for the forthcoming year. A vote was taken and Councillors voted in favour of the appointment.

#### **RESOLVED:**

That Councillor Andrew Cowell was elected as Vice Chairman of the Council for the Municipal Year 2019/20.

### **19/20/05 PUBLIC FORUM**

No members of the public were present.

**19/20/06 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Chris Stuttard.

**19/20/07 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**19/20/08 MINUTES**

**RESOLVED:**

That the Minutes of the meeting held on Tuesday 9<sup>th</sup> April 2019 be approved as a correct record.

**19/20/09 MATTERS OUTSTANDING FROM MINUTES**

- (a) Councillor Ryder had spoken to the occupants of Sparable House who were agreeable for the Parish Council to undertake gardening work adjacent to the property. Councillor Wilkinson is still attempting to contact the owner of the property.
- (b) Councillor Ryder had obtained an estimate from the gardener for weed killing and as discussed at the last meeting, had instructed him to go ahead before BKV judging begins.

**19/20/10 APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES**

Members considered representatives on outside bodies.

**RESOLVED:**

That the representatives are as follows:-

- a) Barrowford and Western Parishes: Councillor Donovan, Deputy, Councillor Wilkinson.
- b) Safe Lanes Group: Councillor Stuttard, Deputy, Councillor Cowell.

**19/20/11 ANNUAL REVIEW OF STANDING ORDERS**

Members reviewed and considered the Standing Orders and felt that no amendments or changes were required at the present time.

**RESOLVED:**

That the Standing Orders are approved

**19/20/12 ANNUAL REVIEW OF FINANCIAL REGULATIONS**

Members reviewed and considered the Financial Regulations and felt that no amendments or changes were required at the present time.

**RESOLVED:**

That the Financial Regulations are approved.

**19/20/13 REVIEW OF GIFTS OR HOSPITALITY**

**RESOLVED:**

That no gifts or hospitality were declared.

**19/20/14 ANNUAL REVIEW OF RISK ASSESSMENTS**

Members considered the Risk Assessments and felt that no amendments or changes were required at the present time.

**RESOLVED:**

That the Risk Assessment schedule was approved.

**19/20/15 ANNUAL REVIEW OF COMPLAINTS POLICY**

Members reviewed the complaints policy.

**RESOLVED:**

That no changes or amendments were necessary at the present time.

**19/20/16 ANNUAL REVIEW OF ASSET REGISTER**

Members reviewed the Asset Register. The new grit bin at Sabden Fold is to be added onto the register.

**RESOLVED:**

That the grit bin would be added.

**19/20/17 REPORTS FROM CHAIRMAN, PARISH COUNCILLORS AND CLERK**

Councillor Murrell

Discussed the dry stone wall repair bid and will obtain quotes for the wall repairs at Sabden Fold.

Councillor Wilkinson

A stile along Footpath No 20 in Spenbrook (adjacent to the mill) was in need of repair. The Clerk will report this defect to Tom Partridge at PBC.

Councillor Cowell

Discussed whether the residents email should continue. It was agreed that this will continue for the time being and the topic will be reviewed over the next few months. Councillor Donovan will coordinate the entry for the Parish Magazine.

**19/20/18 BEST KEPT VILLAGE COMPETITION**

The tidy up day is to take place from 10.30am this Saturday (18<sup>th</sup> May 2019). Councillors Wilkinson & Murrell will coordinate the volunteers and refreshments will be provided.

**RESOLVED:**

That the information is noted.

**19/20/19 CAPITAL BIDS**

Members discussed the item and it was agreed that two capital bids would be submitted to Barrowford and Western Parishes Committee.

**RESOLVED:**

That bids would be submitted as follows:-

- (1) £1000 to purchase a notice board for Sabden Fold.
- (2) £2000 towards refurbishing the ginnel between Osborne Terrace and Gorrell Close.

Councillor Ryder joined the meeting.

**19/20/20 DEVELOPMENT OF SPENBROOK MILL**

No progress had been made since last month's meeting.

**RESOLVED:**

- (a) That the Clerk will write to Laurence Daw (Cheshire Estates) advising him of the BKV competition and requesting that the mill site be tidied.
- (b) That he will be invited to return to the June or July meeting to provide an update/presentation on how the site will progress.

**19/20/21 CCTV**

Councillor Ryder advised members that he is still awaiting a third quotation.

**RESOLVED:**

- (a) That this will be discussed again at next month's meeting with a view to appointing a contractor.

(b) That the Clerk will contact Roughlee PC to request information on their CCTV policy.

**19/20/22 PLANNING APPLICATION – 19/0259/FUL**

Members discussed the planning application.

**RESOLVED:**

That the Clerk will advise PBC of their objections on the grounds previously highlighted - noise, effects on the highway and lack of car parking space.

**19/20/23 SECTION 106 MONIES**

Members briefly discussed the 106 monies.

**RESOLVED:**

That the Chairman and Clerk will speak to PBC to clarify what projects the funds can be utilised towards and also in the event that the mill development does not go ahead, whether the 106 monies would still be available or refunded.

**19/20/24 PARISH MAINTENANCE**

Councillors discussed jobs to be completed this month. The gardener has completed the weed spraying in the village and summer plants will be purchased. Councillor Donovan will continue to maintain the barrier baskets in Newchurch and Councillor Ryder will continue to water the church garden. A hose pipe will be run in the field at the back of the garden to make watering easier.

**RESOLVED:**

That Councillor Donovan will purchase plants up to the value of £120.00 for the barrier baskets. The broken plant pot adjacent to the Boskins will be replaced with a purchase price up to the value of £30.00.

**19/20/25 INTERNAL AUDIT**

Members discussed the Internal Audit report.

**RESOLVED:**

That the report was accepted.

**19/20/26 EXTERNAL AUDIT – APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN SECTIONS 1 AND 2 AND CERTIFICATE OF EXEMPTION**

The Clerk presented the Annual Governance and Accountability Return 2018/19 and discussed the Certificate of Exemption, Internal Audit Report, Section 1 and Section 2 of the return.

**RESOLVED:**

- (a) That submission of an Exemption Certificate is approved.
- (b) That Section 1 of the Annual Governance and Accountability Return 2018/19 is approved and signed.
- (c) That Section 2 of the Annual Governance and Accountability Return 2018/19 is approved and signed.

**19/20/27 FINANCIAL TRANSACTIONS**

The financial transactions for the month of April 2019 were reviewed. Since the last meeting, payments totalling £729.98 had been made, including £619.98 shown on the agenda and £110.00 for J R Landscapes re weed killing.

**RESOLVED:**

- (a) That the financial transactions were approved.
- (b) That the cash book figures were approved.

**19/20/28 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS**

There were none present however; Councillor Wakeford had sent a report advising members that he had contacted LCC Highways requesting additional signage for the stables as per Councillor Ryder's report from last month. He had also spoken to PC Dibb to verify if the Police have any additional/larger signs. He also advised that things had changed considerably since the election with the leadership of the Council being in No Overall Control. The new administration will be based on a Labour/ Lib Dem deal which he thought would see much of the work over the last 12 months reversed along with Taxi Licensing being brought back to committee which he believed was of particular concern.

**19/20/29 ITEMS FOR NEXT AGENDA**

1. Parish Maintenance.
2. Spenbrook Mill.
3. CCTV.
4. BKV.
5. 106 Monies
6. Wish List

**19/20/30 DATE OF NEXT MEETING**

The next meeting will take place on Tuesday 11th June 2019

The meeting closed at 8.01pm.