

# Goldshaw Booth Parish Council

**SUMMONS TO ATTEND A MEETING OF GOLDSHAW BOOTH  
PARISH COUNCIL, AT 7.00 PM ON TUESDAY 8TH JUNE 2021 AT  
BARLEY VILLAGE HALL, CROSS LANE, BARLEY.**

## A G E N D A

**1. WELCOME TO GUESTS AND VISITORS**

**2. PUBLIC FORUM**

To receive, for a maximum of 10 minutes, questions from members of the public on issues which appear on the agenda.

**3. APOLOGIES FOR ABSENCE**

**4. DECLARATIONS OF INTEREST**

Members are reminded of the legal requirements concerning the declaration of interests. A Member must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest 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, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

**5. MINUTES**

To approve, or otherwise, the Minutes of the meeting held on 11<sup>th</sup> May 2021.

**6. CO-OPTION OF NEW PARISH COUNCILLOR**

Members are asked to agree the co-option of Frank Shiers to the Parish Council.

**7. APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES**

Members are asked to appoint representatives and deputies to Barrowford and Western Parishes Committee.

**8. ANNUAL REVIEW OF STANDING ORDERS**

Members are required to review the Council Standing Orders. (Copy attached)

**9. ANNUAL REVIEW OF FINANCIAL REGULATIONS**

Members are asked to review the Financial Regulations. (Copy attached)

**10. REVIEW OF GIFTS OR HOSPITALITY**

Members are required to declare any gifts or hospitality, in excess of £25, received as a result of membership of the Council. A register is maintained by the Clerk.

**11. ANNUAL REVIEW OF RISK ASSESSMENTS**

Members are asked to review the Risk Assessment Schedule. (Copy attached)

**12. ANNUAL REVIEW OF COMPLAINTS POLICY**

Members are asked to review the complaints policy. (Copy attached)

**13. ANNUAL REVIEW OF ASSET REGISTER**

Members are asked to review the Asset Register. (Copy attached)

**14. REPORTS FROM CHAIRMAN, PARISH COUNCILLORS & CLERK**

To receive reports from the above.

**15. BEST KEPT VILLAGE COMPETITION**

The coordinators are asked to provide the monthly update.

**16. MEETING DATES/NEW VENUE/FREQUENCY OF MEETINGS**

Members are asked to agree the meeting dates below for the Municipal Year which will now be held at Barley Village Hall and discuss the frequency of meetings.

**2021** – 8<sup>th</sup> June, 13<sup>th</sup> July, 10<sup>th</sup> August, 14<sup>th</sup> September, 12<sup>th</sup> October, 9<sup>th</sup> November, 14<sup>th</sup> December, **2022** – 11<sup>th</sup> January, 8<sup>th</sup> February and 8<sup>th</sup> March.

**17. BANK SIGNATORIES**

Members are asked to agree which Councillors will be added as signatories to the bank account.

**18. CCTV**

Councillor Ryder will provide an update of the current position with dates to be agreed for implementation and installation

## **19. PLAYING FIELD STORAGE**

Members are asked to discuss and agree dates for dismantling of the current shed and the installation of the shipping container.

## **20. PLANNING APPLICATIONS**

Members are asked to discuss the applications below and provide their observations/objections. Full details can be found on the planning portal at Pendle Borough Council website.

### **APPLICATION: 21/0379/FUL**

**PROPOSAL:** Full: Demolition of existing barns/cattle sheds and conversion of agricultural barn into four dwellings, re-routing the existing access road and the formation of an access road for the dwellings.

**LOCATION:** Sabden Old Hall Farm Well Head Road Newchurch in Pendle.

**APPLICANT:** Mrs Ruth Nutter.

### **APPLICATION: 21/0383/FUL**

**PROPOSAL:** Full: : Construction of a 20m x 40m manege on 0.08 hectares of grazing land with post and rail 1.4m high perimeter fencing.

**LOCATION:** Cappers Farm Well Head Road Newchurch in Pendle

**APPLICANT:** Mr Steve Worrall.

## **21. SECTION 106 MONIES/PLAY AREA**

This is a regular monthly item to continue discussions regarding the funds. An updated quote has been received from Proludic and quotes are expected from Playdale, Lancashire Landscapes and Scenic Landscapes.

## **22. PARISH BENCHES**

Members are asked to discuss if any of the benches owned by the Parish Council need refurbishment and are also asked to agree re-siting of any benches as appropriate.

## **23. PARISH COUNCIL DEDICATED FACEBOOK PAGE**

Members are asked to discuss and agree if a dedicated Facebook page should be set up and if so, who will administer and be allowed access to the page.

**24. PARISH MAINTENANCE**

This regular monthly item is intended to identify any maintenance/jobs in the village which require attention. Members are asked to discuss and agree which jobs are to be undertaken during the month.

**25. INTERNAL AUDIT**

The internal audit has now been completed and the report is attached for discussion.

**26. EXTERNAL AUDIT - APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN SECTIONS 1 AND 2 AND CERTIFICATE OF EXEMPTION**

Section 1 of the Annual Governance and Accountability Return 2020/21 is presented for approval and signature. Section 2 is also presented for approval and signature, together with the Certificate of Exemption.

**27. FINANCIAL TRANSACTIONS**

The financial transactions for May/June 2021 are listed for approval. Any items for payment received after the publication of the agenda will be presented at the meeting.

**INCOME**

<b>AMOUNT</b>	<b>PAYEE</b>
556.93	HMRC - Vat Refund
6700.00	Borough of Pendle - Precept
86.00	Toilet Income
<b>7342.93</b>	

**EXPENDITURE**

<b>AMOUNT</b>	<b>PAYEE</b>
65.00	T Ready- Payroll Administrator
131.95	Lloyd & Jones – Toilet supplies
248.15	Lloyd & Jones –Toilet roll holders
24.96	Lloyd & Jones - Soap
24.66	C Ryder – Mower fuel
16.66	British Gas - Electricity
40.00	BKV – Entry fee
151.20	J Sutcliffe – Final salary
37.80	HMRC
162.00	J Demaine - Gardener
35.00	S A Macadam – Green bin fee
16.48	British Gas - Electricity
18.60	S A Macadam – Toilet keys
<b>972.46</b>	

**SUMMARY**

Balance B/F 01.04.21	43873.64
Receipts to 31.05.21	7342.93
Payments to 31.05.21	972.46
<b>BALANCE</b>	<b>50244.11</b>

The income and expenditure book to date is attached.

**28. ANONYMOUS DONATION**

The Clerk will update members on the donation and members are asked to discuss where the funds should be held to maximize return.

**29. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS**

To receive reports from the above.

**30. ITEMS FOR NEXT AGENDA**

**31. DATE OF NEXT MEETING**

The next meeting will take place on Tuesday 13<sup>th</sup> July 2021.

Signed



Date 1st June 2021