**Minutes of meeting held 18th March, 2024 at the Town Hall, Burnley.**

**Present- Mr C McEvoy (chair), Mrs J Latham, Ms A Heyworth, Mrs A Riley, PCSO Clark, the Clerk.**

**Apologies – Mrs B Cronshaw, Mr P Dugdale, County Cllr A Hosker.**

1.01 The Council disclosed their personal interests.

1.02 Conflict of personal interests- none.

1.03 Questions from the public- none present.

1.04 Mrs A Riley was welcomed as a new member of the Parish Council and signed her declaration of acceptance of office.

1.05 Police matters.

a. Crime Report received from PCSO Clark.

Road Traffic Collision between bike and car, opening to Bei Jing Cantonese restaurant, Clowbridge.

Theft of bicycle from property. (Burglary)

b. Dog nuisance on Reservoir Area.

PCSO Clark had attended a site visit with the Ranger responsible for the reservoir, but this had to be abandoned because of the weather.

This meeting would be arranged for a later date.

The clerk reported that she had received another email from the walker who had initially reported the issue. This was concerning the worrying of sheep owned by a farmer who rented some land on the reservoir area.

Most of reservoir was in the Rossendale area and Mrs A Riley reported that the person concerned could contact the Public Protection Dept at Rossendale Borough Council.

Agreed by the Council that PCSO Clark would meet with the Ranger again and the Clerk was to

contact them when the better weather arrived.

c. Speeding and Accident Statistics, on the A682 in the Parish.

Mrs J Latham and the clerk had attended a site meeting with County Cllr. A Hosker and PC S Thomson, observing the traffic in the full length of the Parish from the boundary with Rossendale to Cotton Row and the boundary with Habergham Eaves Parish.

At the meeting, Cllr A Hosker and PC Thomson reported that any recommendations they made would not necessarily be taken up by the LCC Highways Dept .

They both agreed on a plan of action, to include a film to be put in the Speed Camera at Clowbridge, and PC Thompson said he would also conduct some speed traps throughout the Parish.

106. The minutes of the last meeting held on 22nd January,2024 were passed as a true record.

Proposed by Mr C McEvoy and seconded by Mrs J Latham. Agreed by the Council.

107. Matters arising from the last meeting.

a. The Parish Defibrillator.

At the last meeting Mr P Dugdale had still not been able to get any information from Keys regarding the insurance.

Agreed by the Council, that the clerk contact him again regarding this.

The clerk reported that Cllr G Birtwistle had made enquiries about a grant for the upkeep of the defibrillator, but none were available.212 Signed chairman

b. Asset List and Insurance.

The revised asset list had been approved by the Council.

The revised Asset list for Insurance purposes was also discussed and Mr C McEvoy was to prepare this.

Agreed by the Council that this be sent out by the Clerk to all Councillors, for approval.

c. Reservoir and matters relating to United Utilities.

i. The clerk reported that the lock on the reservoir gates had not been replaced. The ranger had informed her that he was waiting for the authorisation of a payment for a cover for the lock, which would cost £600. He was to pursue this again with higher management.

ii The clerk reported that the amount of £3900 had been paid by United Utilities, for the opening and closing of the reservoir gates.

d. Accessibility of Parish Council Website.

i. Mr C McEvoy reported that he wished to update the website in the next financial year commencing April 2024.

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iii. Mrs J Latham would again contact the IT team at Burnley Borough Council regarding this.

Agreed by the Council.

e. Planning App. FUL/2023/0779. Balmer’s carpark extension.

The clerk reported that no decision had been made.

f. Clerk’s Contract of Employment

i. Mr C McEvoy had prepared the Contract of Employment in consultation with Ms A Heyworth.

The Clerk was to be paid £120 per month by direct debit. Any expenses would be paid separately via cheque.

The Council agreed and passed the Contract of Employment, which was signed by the Clerk

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ii.Proposed by Mrs J Latham and Seconded by Ms A Heyworth that the clerk would set up the Direct Debit with the bank before the 31st March. Agreed by the Council.

g. Financial report and related matters.

i. Mr C McEvoy and the Clerk were to collaborate with putting the Accounts for the year 2023/24 on Excel, in preparation for the external audit.

Agreed by the Council.

ii. The receipts and payments from January 2024 to March 2024 were accepted as a true record.

Proposed by Ms A Heyworth and seconded by Mrs J Latham. Agreed by the Council.

iii. Updated Budget for the year 2024/2025

Proposed by Mrs J Latham and seconded by Ms A Heyworth. Agreed by the Council.

iv. Mr C McEvoy would email the clerk a reply he had received from the Woodland Trust re The Council donation of £100 .00 in respect of Mr R Riley.

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107.Clerk’s Report.

i. NALC Meeting

The Clerk and Mr C McEvoy had attended this meeting which was also the AGM.213

Signed Chairman.

The problem of speeding traffic, the accessibility of Parish Council websites, and Worsthorn’s Parish Plan were discussed.

Cllr. Alan Neil would email all the parishes with useful information concerning the matters discussed.

ii. The clerk had been approached by a non resident, concerning the lack of seats in some of the local bus shelters. After a survey, it was found that all bus shelters in the Parish had some form of seating arrangement except for those where the opening to the shelter was at the rear and therefore unsuitable for seats. The shelter on Burnley Road Dunnockshaw had a seat at the side.

The clerk was to inform the person concerned of this and that the other seats nearby were the responsibility of Rossendale Borough Council.

iii. The clerk reported that the planter at Dunnockshaw was not being maintained and had been full of weeds for most of the summer.

Agreed by the Council that the Clerk find a resident in the location to look after it and be given the sum of £30.00 for plants annually.

She would also make tentative enquiries regarding the co-option of a new member on to the Parish Council.

108. Reports from councillors for discussion, information or action.

i. Mrs J Latham reported that she had been told by a resident that a large quantity of rubble had been piled up in the field adjacent to their property.

Mrs A Riley reported that this was a matter for the environment agency and a licence was required.

Agreed by the Council that the situation be monitored.

The following bill had been authorised for payment- Clerk’s Salary £200.00

Date of next meeting.

It was agreed that the next meeting was be held in May. Exact date yet to be decided.214

Signed Chairman.