**Minutes of Ordinary Meeting held 22nd January, 2024 at the Town Hall, Burnley.**

**Present- Mr C McEvoy, (chair), Mrs J Latham, Ms A Heyworth, Mrs B. Cronshaw, Mr P Dugdale. Cllr G Birtwistle. The Clerk.**

**Apologies- PCSO Clark.**

**Mr C. McEvoy declared a one minute silence, in memory of Mr R Riley, a serving member of the Council.**

**District Cllr. Mr G Birtwistle also paid tribute to Mr R Riley, for his 50 year service to Dunnockshaw Parish Council.**

**A tribute had been received from Habergham Eaves Parish Council, acknowledging Mr R Riley’s service as a Parish Councillor.**

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 Police matters Crime report for December received from PCSO Clark.

Manchester Road-theft of Gas meter

Burnley Road- Traffic Collision

Burnley Road-Moving vehicle stop check conducted.

1.05 The Council discussed the ongoing problem of speeding traffic and accident data for the Parish.

Agreed by the Council that the Clerk contact County Cllr. A. Hosker for him to bring the matter to the LCC.

1.06 The minutes of the last meeting held in November 2023 were passed as a true record. Proposed by Mr C McEvoy and seconded by Mrs J Latham. Agreed by the Council.

1.07. Matters arising from the last meeting.

a. Parish Defibrillator.

Mr P Dugdale reported that he had not yet received any information regarding the insurance of the defibrillator. He would let the clerk know as soon as possible. Cllr G. Birtwistle reported that he would see if there was any grant or funding that the Council could obtain for the upkeep of it.

The clerk reported that it would cost the Council £110 every 2 years to keep all the parts in working order.

b. Asset list and Insurance

The clerk had prepared the updated asset list. The total came to £3560. This now included the parish defibrillator, 3 stone planters and the wooden part of the notice board (concrete stand owned by Burnley B C.)

The parish council agreed the updated asset list. Proposed by Mrs B Cronshaw and seconded by Ms A Heyworth.

This had implications for the cost of the parish council insurance for the year 2024/25. The two year fixed rate policy with Zurich insurance of £312 per annum would come to an end in May 2024 and the Council anticipated that any further quotes would be considerably higher.

Cllr G Birtwistle that he would enquire at Burnley B C, which Insurance company it used and if they knew of any suitable alternatives which would be helpful for the Council.409

Agreed by the Council. Signed Chairman

c. Reservoir and matters relating to United Utilities

i. The clerk reported that the lock on the on the gate had been vandalised. This had resulted in vehicles using the area during the night. She would contact the Ranger again.

ii. The clerk reported that she had also been in contact with the Estates manager Mr D Fowler concerning the non- payment of £3900 which was received 6 monthly for overseeing the opening and closing of the gates. She would keep in contact with him, as the Council could not afford to pay out £140 a week with no payment for its agreed services.

iii Accessibility of Parish Council website.

Mrs J Latham reported that she had contacted the IT technicians at Burnley B C and they reported that the Council would have to change from Weebly to Wordpress, before they could complete their work. This would result in an increase to the fee payable to IONOS.

It was agreed by the Council that Mr C McEvoy make enquires to a group of Parish Councils who had joined together, to do this.

Iv Planning App. FUL//2023/0658-Oak Mill.

The clerk reported that this had been passed with conditions imposed, which the Council agreed with.

The Council discussed the Planning App. FUL /2023/0779 re-the extension of the car parking area at Balmer’s Works .

Proposed by Mrs J Latham and seconded by Mr C McEvoy that no objection be put forward. Agreed by the Council.

v. Co-option of new Council member.

The Council had circulated an advert for the post of clerk locally. No one had replied. It had also been advertised by LALC.

The clerk reported that Mrs A Riley had agreed to join the Council.

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

vi. Post of Clerk.

The clerk had announced her retirement 6 months ago, to take effect from the end of January 2024. However, she agreed to remain in post temporarily with reduced hours and help from Council members. She would work for 10 hours per week and her wage would be paid monthly, in line with the recommended NALC pay scale, commencing in April 2024.

The clerk would also be given a Contract of Employment

Proposed by Ms A Heyworth and seconded by Mr P Dugdale. Agreed by the Council.

Financial Report and related matters.

vii. The receipts from November 2023 to January 2024 were accepted as a true record.

Proposed by Mrs J Latham and seconded by Mrs B Cronshaw. Agreed by the Council.

viii. Mr McEvoy had worked out a budget for the year 2024/2025, accounting for the increased precept to be asked for from Burnley B C, primarily due to the increase in the clerk’s salary from April 2024 and extra anticipated insurance payments.

Agreed by the Council.410 Signed Chairman

c. Clerk’s Report.

i. A resident had complained about a tree which he considered may fall over and endanger his property during stormy weather. This had been inspected by the Parks Dept. who considered it to be safe. The resident was happy to accept this.

ii. The clerk reported that PCSO Clark had been on a site visit to the reservoir area, to meet the Ranger Mr T Warburton. They had discussed the problems he encountered, such as abuse from dog walkers and dog signs being defaced or destroyed.

Due to the inclement weather , another visit would take place, later in the year.

d. Parish Council precept 2024/25.

The Council precept for the year 2024/25 was discussed. By law, the clerk would now have to be paid according to the NALC pay scale, from April 2024, which would be approx. £12.00 per hour.

Mr G Birtwistle reported that there may be a restriction on the amount of this increase.

The clerk was to contact the Head of Finance, Mr. Hamilton-Smith, to find out if this was the case.

The Council agreed to give support to the clerk, to reduce her working hours to 10 hrs per month, thereby decreasing the amount of precept required.

The precept for the year 2024/25 would now come to the sum of approx. £2000.

Proposed by Mr C McEvoy and seconded by Mr P Dugdale. Agreed by the Council.

The following bills had been authorised and paid—Donation to Woodland Trust in memory of Mr.R Riley £100.00. Clerk’s Salary£200.00 411

The date of the next meeting in March to be decided.

Signed Chairman.