**Minutes of the Ordinary Meeting held at the Town Hall , Burnley on the 20th November,2023.**

Present- Mr C McEvoy, Mrs J Latham, Mrs B Cronshaw, Ms A Heyworth, Mr P Dugdale, Cllr A Neil (Rossendale B C) also area and national representative of NALC. The Clerk.

1.01 Cllr A Neil (guest speaker) was introduced to the Council.

1.02 Apologies- Mr R Riley, Mrs H Hughes, Dist. Cllr. G Birtwistle, County Cllr. A Hosker,PCSO Clarke.

1.03 The Parish Councillors disclosed their personal interests

1.04 Conflict of Personal interests- None.

1.05 Questions from the public- None present.

1.06 Council Alan Neal addressed the Council on the work done by LALC and NALC to support Parish Councils. He spoke of the way legal matters were dealt with and how such matters were dealt with by NALC. The first point of contact was LALC.

He thought it was of benefit if Council members attended the area meetings which were now held every 6 months. Mr C McEvoy said that he would attend the next meeting held on the 11th March.

There then followed a discussion on filling the post of Clerk. Cllr.A.Neal said that if the Council wished to train someone local, a more friendly version of the post could be sent out, composed by Debra at LALC. This could be distributed to all residents, local shops and Burnley College.

He would email the Council with the details of a firm who would print off the notices at a reasonable price.

The Council agreed on this course of action.

Cllr. A . Neal also suggested that the Council should pay the Clerk, a proper salary, in line with the NALC regulations.

1.07 Police update and crime report.

a.The clerk reported that PCSO Clarke had said there had been no crime in the Parish that warranted passing on.

b.Mr.C.McEvoy had requested a report on the historic accident rate in the Parish, over the last 6 months .PCSO Clarke had passed this on to the Community Beat Manager, PC S. Thompson. He had now asked PC S Thompson to provide data for the full length of the A682 in the area.

c.The clerk had received a letter of complaint concerning dogs walking around the reservoir area. She had contacted the U.U. warden and our PCSO S. Clarke who had agreed to arrange a site visit with him.

1.08. The minutes of the last meeting held on the 11th September 2023 were passed as a correct record. Proposed by Mr C McEvoy, Seconded by Mrs J Latham. Agreed by the Council.

1.09 Matters arising from the last meeting.

a.The newsletter advertising the post of clerk and asking for Council members had been distributed throughout the Parish by Mr. C. McEvoy and the clerk. No replies had been received. 407

b. The matter of the Parish Council defibrillator had now been resolved. It had been repaired and was to be checked on by Mr P Dugdale with the Clerk filling in during School holidays. This had cost the Council £110.in the form of a donation to the NWAS.

Mr C McEvoy asked about the insurance as it should not be paid twice by Moorland View and the Parish Council.Mr P Dugdale said he would find out if it could just go on the Home’s insurance.

c. The Asset List had been updated by the Clerk.

However, Cllr. A Neil said that any item that was a 7 year depreciation period after which items should be deleted from the list.

The Clerk was to give an updated version to the Council at the January meeting.

d. Risk Assessment. This had been updated by the Clerk. Proposed by Mr C McEvoy and seconded by Mrs J Latham that this be accepted. Agreed by the Council.

e. Website Update

Mrs J Latham reported that she had received an email from the IT technicians at Burnley B C. They had completed work that had made the website more or less compatible with the regulations concerning accessibility.   
She would contact them again in a few weeks and report back to the Council.

f. United Utilities.

i. The Clerk had contacted them concerning the payment of the Parish Council’s fee for the opening and closing of the reservoir gates. This had been overdue but had at last been paid.

ii. The broken walls were to be repaired in this financial year.

iii. The Gambleside Trail signs were also in this year’s budget.

Proposed by Mrs J Latham and seconded by Ms A Heyworth that the clerk keep in contact with United Utilities. Agreed by the Council.

1.10 Financial Matters

a. The bank had now sorted out the Parish Council’s identity and at last confirmed that Ms A Heyworth was authorised to sign cheques on behalf of the Council. The clerk had also been informed verbally on four occasions that she was also allowed to sign cheques.

b. Mrs L Cole had now agreed to act as the Council’s Internal Auditor for the sum of £80.

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

c. Receipts and payments from14th Sept. to 21st Nov. 2023. Agreed by the Council.

1.11 Clerk’s Report.

a. The Clerk had received a Planning App.FUL/2023/0658.

Proposal- Change of use of part of ground floor from a commercial gym to staff facilities including overnight accommodation at Oak Mill, Dunnockshaw. As she had only just received this, she would forward to all Councillor’s the following day for their comments.

The following donation had been paid- £110 to the NWAS re. repair to defibrillator and had been authorised by the Council.

Date of next meeting Monday 15th January 2024. To be booked provisionally by the Clerk.

Signed Chairman.408.