

Salterforth Parish Council
Minutes
ON LINE MEETING OF THE SALTERFORTH PARISH COUNCIL
AT 7:30 ON WEDNESDAY 30th September 2020

	<p><u>Welcome</u> Cllr Pollard welcomed all to the on line meeting of Salterforth Parish Council</p>
	<p><u>Those present on-line and apologies for absence</u> Present : Chairman Cllr Pollard, Cllr Singleton, Cllr Snell, Cllr Wilson, Cllr Griffiths, Cllr Latham Apologies for absence: Cllr Langtree,</p>
20/09/00	<p><u>Declarations of Interests</u> <i>Members are reminded of the legal requirement concerning declarations of interests. A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda.</i> <i>A Member with a disclosable pecuniary interest in any item 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</i> <i>In addition it is suggested that a Member with a disclosable pecuniary interest leave the room where the meeting is held while any discussion or voting takes place.</i></p> <p><i>Cllr Singleton declared an interest in 20/09/06</i></p>
20/09/01	<p><u>Public Forum</u> To receive, for a maximum of 10 minutes, questions from members of the public on issues which appear on the agenda This is an on-line meeting due to COVID-19 and social distancing rules. Members of the public can submit any questions to the clerk for discussion at the meeting. Telephone 01282 537464</p> <p>Anchor Bridge: Residents asking for signs as traffic going over the bridge too fast. Resolved : write to County Council highways department to see if the speed can be reduced, and/or signs to be put up</p> <p>Potholes: potholes on highways across from the village hall. Resolved : photograph and put on LCC on line. Also outside Garden Centre</p>
20/09/02	<p><u>Planning Applications</u> Members are asked to discuss any applications below and provide their observations/objections. No applications</p>
20/09/03	<p><u>Minutes</u> To approve, or otherwise, the minutes of the meeting held on 26th August 2020</p> <p>Resolved : the minutes were recorded as a true record</p>
20/09/04	<p>To examine and approve the bank statements</p> <p>CURRENT BANK BALANCE AS AT 15TH SEPTEMBER 2020 - £10823.06</p>

20/09/05	<p>To approve and authorise payment of the following invoices</p> <table border="1" data-bbox="252 230 1485 622"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Amount</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Garden Doctors</td> <td>Sept</td> <td>516.00</td> <td>103.20</td> <td>619.20</td> </tr> <tr> <td>Carole Singleton</td> <td>salary</td> <td>121.92</td> <td></td> <td>121.90</td> </tr> <tr> <td>Carole Singleton</td> <td>working from home</td> <td>26.00</td> <td></td> <td>26.00</td> </tr> <tr> <td>Jill Demaine</td> <td>Lengthsman</td> <td>82.50</td> <td>16.50</td> <td>99.00</td> </tr> <tr> <td>Terry Flatters</td> <td>internal audit</td> <td>300.00</td> <td></td> <td>300.00</td> </tr> <tr> <td>Jane Snell</td> <td>website hosting (lonos)</td> <td>12.00</td> <td>2.40</td> <td>14.40</td> </tr> <tr> <td>Carole Singleton</td> <td>postage, stamps, env</td> <td>25.10</td> <td></td> <td>25.10</td> </tr> <tr> <td>Salterforth School</td> <td>Grant application no.1</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> <tr> <td>Salterforth School</td> <td>Grant application no. 2</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> </tbody> </table> <p>Resolved – agreed for payment</p>	Payee	Details	Amount	VAT	Total	Garden Doctors	Sept	516.00	103.20	619.20	Carole Singleton	salary	121.92		121.90	Carole Singleton	working from home	26.00		26.00	Jill Demaine	Lengthsman	82.50	16.50	99.00	Terry Flatters	internal audit	300.00		300.00	Jane Snell	website hosting (lonos)	12.00	2.40	14.40	Carole Singleton	postage, stamps, env	25.10		25.10	Salterforth School	Grant application no.1	250.00		250.00	Salterforth School	Grant application no. 2	250.00		250.00
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20/09/06	<ol style="list-style-type: none"> 2020/2021 National Pay Award for Local Government Clerks employed under the terms of the model contract increase to £10.62 backdated to April 2020. Extra hours for AGAR preparation and working with accountant – 20 hours Liz (lengthsman), after speaking to her accountant has now included VAT on her invoices, it was agreed to pay the VAT on the invoices <p>Resolved – agreed for payment The Clerk advised that a claim of £5123.30 for refund of VAT had been submitted on line to HMRC</p>																																																		
20/09/07	<p>Update internal accountant review and AGAR Outstanding monies owed to HMRC. Three letters have been sent to the persons concerned (Parish Clerk has full details) with no response. Internal auditor requires this to be resolved. Resolved - Cllr Latham will go and speak to the relevant people. Cllr Griffiths will follow up if there is no response.</p> <p>Asset Register: Internal auditor requires the asset register to be completed. Liberata have quoted £900 to value the war memorial, 2 bus shelter and the toilets. Resolved : Clerk to speak to Barrowford and Barnoldswick clerks to see what they are doing and report back to the next meeting.</p>																																																		
20/09/08	<p>Playground risk assessment policy Resolved - To continue with the risk assessment from Pendle Borough Council until further notice and then use the one that Cllr Snell has done once COVID instructions settle down. The booking form to be put on the website.</p>																																																		
20/09/09	<p>Update re grass cutting charge for remainder of the year Garden Doctors – caught up with areas that have been missed. Last came around 2 weeks ago. To put the grass cutting out to tender for 2021.</p>																																																		
20/09/10	<p>Update re Salterforth PC Grant Application declined – any other ideas for a grant application Resolved : Cllr Griffiths to submit grant form to WCAC for digger for playground</p>																																																		

20/09/11	Update re christmas tree confirmed order 28ft - £1200 plus vat install and remove, PLUS our own lights install and remove £400 + vat.
20/09/12	Emergency repairs playground gate These have been carried out, however, they are returning to repair
20/09/13	Proposed allotments update Going to WCAC Nov 2020 for approval then to Policy and resources committee. Cllr Pollard and Cllr Singleton to discuss
20/09/14	Seddons appeal declined – how do we get the land out of the local plan to prevent further applications in 2 years? Following discussions with other bodies it was agreed to contact our local councillors with a view to get the land out of the local plan.
20/09/15	Winter troughs – do we plant them ourselves or through garden centre? Last years plants have been looked after through the summer by Cllr Latham and most are suitable for use for this winter. Liz our lengthsman will top the troughs with new plants
20/09/16	Update of on-going issues from other meetings <ul style="list-style-type: none"> – Cllr Pollard spoke about the speeding and the advice was to report via PACT. – Residents only parking at Park View is being discussed and progressing with the WCAC.- Illegally removed trees are being taken seriously – Salterforth School are using the village hall using the grant money – Remembrance Sunday 11th November– unable to hold service but we can have a bugle playing at war memorial. Poppy wreaths can be laid at any time. Poppies will go up on 1st November. Clerk to order wreath along with 20 more poppies.
20/09/17	To confirm the date of the next Parish Council Meeting as 28th October 2020 – This is likely to be on-line as Village Hall being used by School

Signed

Date 30 9 20

Chairman Cllr. Christine Pollard