

Higham with West Close Booth Parish Council

Minutes of Meeting 18th March 2008

Present: Cllr. Mr. B. Ingham, Cllr. Mrs. P. Watson, Cllr. Mr. L. Townsend, Cllr. Mr. D. Ellis, Cllr. Mr. D. Forrest, Cllr. Mr. M. Tetley, County Cllr. Mrs. S. Derwent, Cllr. Mr. R. Gadd, Mrs. P. McBurney (Clerk).

Apologies: Borough Cllr. Mr. J.K. Starkie.

2448 Public Questions and Police Report:

- **Police Report:**
- A crime report was received from Hunters Grove where there had been some criminal damage. A dispute between neighbours, a speeding driver and a hoax 999 call were also reported.
- PC Hartup outlined the intention to give a talk to the infants at Higham School. He also discussed the sponsorship required for proposed football teams involving the children from Fence, Higham and Newchurch. It was suggested that the school playing fields were more suitable than the Recreation Ground football pitch.
- **Public Questions:** None

2449 Declarations of Interest / Code of Conduct

- Cllr Forrest declared an interest in the matters concerning the village hall.

2450 Minutes of Previous Meeting and Matters Arising:

The minutes of the meeting held 19th February 2008 were proposed by Cllr Ingham, seconded by Cllr Townsend and agreed.

Matters arising

There were no matters arising from the minutes not already on the agenda.

2451 Appointment of Responsible Financial Officer

Although the work of the Responsible Financial Officer will be undertaken by Cllr Watson, for legal reasons the Named Responsible Financial Officer will be the Parish Clerk, Penny McBurney

2452 Finance

Cllr Ingham reported on the Annual Return for 2006-7, which had been presented extremely late and needed revision after being sent to the auditor. The revision was not done to a satisfactory standard, and therefore Cllrs Ingham and Watson undertook the completion of this task. Upon further investigation it was discovered that the accounts as far back as 2004 were also inadequate, and that no VAT had been reclaimed since March of that year. Thanks to Cllrs Ingham and Watson the accounts to March 2007 are now complete and Cllr Watson reported that a back payment of some of the VAT arrears could be returned, and could be in the region of £3000. It was proposed to accept the Audit Report as presented and that the Clerk and Chairman should sign and send it.

Cllr Forrest proposed thanks for the work put in by Cllrs Ingham and Watson in clearing up the accounts.

Cheques for payment for the Village Hall and IT equipment as itemised in the Agenda for March (item 7) were proposed, seconded and agreed.

2453 IT Equipment

IT equipment has now been received. Cllr Gadd has taken responsibility for the projector, whilst Cllr Ingham has the laptop computer. The projector and stand are available for use by others. Cllr Ingham will arrange for insurance.

2454 Ongoing projects

- Refurbishment of the spout.

The refurbishment of and repairs to the spout outside the Four Alls is due to begin on Tuesday or Wednesday the 25th/26th of March. A plaque with the history behind it will be erected at a later date.

2455 Development at Clover Croft Mill Site

Cllr Ingham has twice contacted the builders and it is hoped that they will be back on site in April

2456 Proposed closure of Higham Post Office

County Cllr Derwent has discussed the proposed closure of the Post Office at County level. Letters and protests have been sent emphasising the social need of this facility for the elderly people living in the village, and highlighting the need to consider the travel implications. Discussions are still ongoing and a decision may be made on the 1st April 2008

2457 Clerk's report

No report this month

2458 County Councillors Report

- A new Chief executive, Jed Fitzgerald, is to take up his post in June. Helen Denton will be the new director for children
- Pendle Co. Dog Welfare Officers are to work with the police . Cllr Townsend requested that a dog bin be sited at the bottom of the field just above Laneside Avenue, along with a poster to help educate dog owners re their responsibility to keep the area free from dog waste.
- Highways are composing a list for work to be done to the road surfaces at either end of Higham Hall Road. Work also needs to be done on the road surface near the speed camera on the By –Pass just after the junction with Higham Hall Road.
- Cllr Townsend thanked Co Cllr Derwent for requesting that the grit bins in the village be re-filled.
- The foliage at Haddings Lane is to be cut back

2459 Borough Councillors Report

Councillor not present

2460

“Little Owls” – Sabden Rd: A Certificate of Lawfulness has been applied for

2461 Committee/Working Groups Reports

No reports

2462 Health and Safety Proposals – update

Councillors to identify village needs

2463 Parish Matters

- Cllr Forrest – Village Hall. A bid to the Plunkett Foundation for equipment to enhance the use of the village hall has been made. Patio doors have been requested and planning permission given. Cllr Ingham supported this request by letter
- A bid has been made to SETA to fit out the toilets.
- A request has been to Lancashire Enterprise Fund for heating and an alarm system. The bids total £75,000.
- Information was requested about the caravan sited at Rising Bridge Fishery. Cllr Ingham is to e-mail Cllr Starkie about this
- Cllr Gadd asked if anyone was looking after the flower bed at the bottom of Higham Hall Road, and suggested that, if some money was made available to provide plants, his children would be willing to do this. Cllr Townsend offered to enquire about plants for the area near the trough on Higham Hall Road.
- Cllr Ingham has found the register of assets and will go through them carefully for insurance purposes. All benches are now accounted for.
- Cllr Townsend reminded the committee of the need to approach Ann Weekes for items to be included in the “The Village Directory” magazine. Cllr Gadd suggested that the police plans for the football team could be included in the magazine.

2464 Parish Lengthsman Scheme.

Cllr Ingham proposed that the hours provided on this scheme remain the same despite the increase in cost to £12 per hour. This was agreed. A list is to be made of jobs for the lengthsman to do.

2465 Correspondence

- A letter was received from the Fire Safety Officer suggesting that a talk be given to the committee at one of the meetings. It was agreed that the talk should be given before the start of the Council Meeting at 7 o'clock on the 15th June, and an invitation has been sent to the Fire Officer for this date and time.
- An invitation was received for a representative to attend the Buckingham Palace Garden Party on 15th July. There were no requests to attend.
- The “Witch Hopper” Bus timetable has been received and will be kept on file
- Cllr Ellis wanted to see the report for the playground. This has not yet been received. Cllr Ingham has sent a cheque to the Borough of Pendle and the report should be sent soon

2466 Items for next meeting

- Items as noted in the minutes plus usual agenda items.

2427 Date of Next Meeting

15th April 2008 at 7.30pm

Meeting closed at 9.07pm