

## Clerk's Report January 2018

- **Cheques raised awaiting signing:**

Village Hall	£	50.00
Clerk's Salary	£	254.59

- **Activities Undertaken:**

Draft Minutes of December Council meeting prepared and distributed  
 January Agenda prepared, distributed and displayed  
 Bank statements agreed and reconciled  
 Cashbook updated  
 Website maintenance  
 Cheques written  
 Attended Finance meeting

Emails Received	
Weekly lists x (52,1,) – Planning Applications and Decisions	See Agenda
Planning at Pendle x 0	
Cath Brierley - Delegated List	See Agenda
Police Reports x 4	Forwarded to all Councillors
Rural Services Network x 3	Will forward on request / selection forwarded
Junk Email x 8	Deleted / unsubscribed where appropriate
Bus Changes ~ Higham not affected in January or February	
Linda Andersen – footpath clearing grant	Grant not available yet
Elaine Greenall – Village Hall Minutes	Forwarded to all Councillors
Audrey Drinkwater – Community Connectors	Forwarded to all Councillors
Cllr Hammond – Re groundwork for the notice board	Agenda
Historic England – re Higham War Memorial	Forwarded to Chairman
Julie Hibbert - Events, safety, advisory group minutes	Forwarded to all Councillors
Vince Green - Precept	To be applied for
BWP Committee – meeting Agenda for 11 <sup>th</sup> January	Forwarded to all Councillors
Joanne Gould – Higham War Memorial (listed II)	Forwarded to all Councillors
Cllr Willoughby and Cllr Metcalfe re Finance meeting	Meeting arranged for Tuesday 9 <sup>th</sup> 6.30pm
Vince Green - Precept deadline reminder	
Cllr Willoughby – Clovercroft update	Sent to all Cllr's
Norman Stott – re Road surface	Chairman responded
Post Received	
Bank statements	
BWP Agenda	
Bank Accounts as at 15 <sup>th</sup> January 2018	
Current £3,412.92	
Saver £36,811.75	

