

## Clerk's Report March 2019

**Payments to authorise:**

Village Hall (monthly donation)	£	50.00
Clerks Salary	£	210.59
NB Colour Print	£	182.00

**Activities Undertaken:**

Draft Minutes of February Council meeting prepared and distributed  
 March Agenda prepared, distributed and displayed  
 Bank statements received agreed and reconciled to cashbook  
 Website updated, page amendments made where necessary  
 Emails forwarded to Councillors  
 Village Hall Cheque £2128.09 received and banked  
 Elections meeting attended at Town Hall  
 VAT return submitted  
 Online grot spot report to PBC re Cross Street Ref 301955  
 Licence invoices produced

<u>Emails Received</u>	
Weekly lists x (7,8,9,10) – Planning Applications and Decisions	See Agenda for 19/0149/HHO
Cath Brierley - Delegated List for February	Forwarded to all Councillors
Police Reports x 4	Forwarded to all Councillors
Junk Email x 7	Deleted / unsubscribed where appropriate
NALC newsletter x 1	Forwarded to all Councillors
LBKV Application forms	See Agenda
NB Colour Print invoice	See Agenda
Lynne Rowland – Special Budget Council 26/02	Forwarded to all Councillors
Julie Mousdale – Traffic Management Training	Forwarded to all Councillors
LCC Newsletter	Forwarded to all Councillors
Sarah Waterhouse – Winter Bulletins 1 and 2	Forwarded to all Councillors
Matthew Kennedy – Neighbourhood Planning Event	Forwarded to all Councillors
Nicola Heap – May Fair enquiry	Forwarded to Cllr Butterfield
Paul Whittaker – Free School Swimming	Copy letter requested
Rural Services Network – Bulletins x 3	Forwarded to all Councillors
Audrey Drinkwater – Great British Spring Clean	Forwarded to all Councillors
Joanne Eccles – BWPC 07/03	Forwarded to all Councillors
Janine Lund – Household Waste Recycling	Forwarded to all Councillors
Graham Fitton – Confirming will arrange payment	Cheque received
David Wharton – Lower Tree Branch Cutting	Cllr Willoughby gave permission
Lynne Rowland – Health and Social Care Panel 12/03	Forwarded to all Councillors
Cllr Starkie – Elections	
Pendle Landscape Partnership	Forwarded to all Councillors
Paul Whittaker – Free swimming lessons	Swimming initiative funding request of £544.49

Joanne Eccles – Accounts and Audit Committee	Forwarded to all Councillors
Sarah Waterhouse – Winter Bulletin	Forwarded to all Councillors
Joanne Eccles – Policy and Resources Committee	Forwarded to all Councillors
Audrey Drinkwater – LCC 4 Community Funding Portal	Forwarded to all Councillors
Marion Gelder – March Newsletter	Forwarded to all Councillors
<b><u>Bank Balances:</u></b> Current Account £5,825.94 Saver Account £35,082.23	<b><u>Post Received:</u></b> Clerk & Councils Direct magazine Bank Statements Pendle Borough Council Electoral Review Poster