

Clerk's Report August 2021

Payments to authorise:

Village Hall – monthly standing order	£50.00
Clerks Salary and expenses	£285.49
Pendle Borough Council	£936.96

Activities Undertaken:

Draft Minutes of July Council meeting prepared and distributed
 August Agenda prepared, distributed and displayed
 Bank statements received agreed and reconciled to cashbook
 Website updated; page amendments and additions/deletions made where necessary
 Emails forwarded to Councillors
 Email reply to Angela Whitwell re PROW
 Website enquiries x 2 re Scarecrow festival replied to
 2 grants submitted to Julie Mousdale
 Tree Survey contact details forwarded to Robin
 Email reply to Carole re U.U. planning
 Defibrillation unit checked as per request from PBC and access code supplied to PCSO Wisniowska
 All year end documents now on website
 Website enquiries re events replied to
 Email x 2 to Barclays Business Mandate Change
 Phone call x 4 to Barclays
 Parish Champion Grant applied for £500 towards LED lighting
 Catch up meeting with Cllr Perrin
 LBKV update added to website and facebook page
 Apology received from Cllr Metcalfe for August meeting

Bank Accounts:

Community £5,858.17
 Active Saver £52,691.22

Post Received:

Bank Statement
 BWP Agenda
 PBC statement

<u>Emails Received</u>	
Weekly lists x (28,29,30,31) – Planning Applications and Decisions	Applications: LCC/2021/0035
Rural Services Network Bulletin x 3	Forwarded to all Councillors where relevant
Police Reports x 8	Forwarded to all Councillors where relevant
Junk Email x 18	Deleted / unsubscribed where appropriate
NALC Bulletins x 13	Forwarded to all Councillors where relevant
SLCC Daily Bulletins x 22	Society of Local Councils Clerks updates
Jessica Doyle – BWPC update	Forwarded to all Councillors
Marian Gelder – LALC AGM	Forwarded to all Councillors
Daisy Whitehouse – Late apologies for July meeting – email invite had gone into her junk folder	Would like to attend the August meeting
Megan Connolly – Dissertation help	Forwarded to all Councillors
Cllr Perrin – Village Hall Improvement Plan	As discussed at meeting
Cllr Forrest – Contact made with Altitude	Altitude arranging a meeting with LCC
Lancs Fire & Rescue – Community Risk Management	Forwarded to all Councillors
Cllr Perrin- re LBKV	Update
Joanna Eccles – Declaration of Interest Forms	All up to date
David Wharton / Cllrs – re grass cutting update	
Joanne Eccles – Audit and Accounts Committee	Forwarded to all Councillors

Jane Watson – Council Meeting 29/07/21	Forwarded to all Councillors
Lynne Rowland – Licensing Committee Meeting 29/07/21	Forwarded to all Councillors
Cllrs – re LBKV update	
Norton Anti Virus– Updates	
Joanne Eccles – HPC Councillor Update	Confirmed all details held are correct
Janet Nuttall – Parish Champion Grant of £300 towards LED lighting has been awarded	Offer letter to be completed and returned with invoices
Marion Gelder – LALC vacancy update	
Audrey Drinkwater – Potential Village Hall Grant	Forwarded to Cllr Perrin
Joanne Eccles – Urgent request from Police re Defib unit	Defib unit checked and reply sent
CPRE - Hedgerows	Forwarded to all Councillors
Website Contact Forms x 5 – General queries replied to	
Marion Gelder – Police and Crime Consultation	Forwarded to all Councillors
Cllr Perrin – LBKV jobs update	Cllrs responded to help out
Exchequer Services – remittance advice for £300	
Pauline Kelly – Planning Consultation re St Johns School	Forwarded to all Councillors
Ann Alty – LBKV 2 nd round confirmation	Cllr Perrin informed all
Cllr Perrin – Village Hall AGM and committee meeting	Minutes circulated to all
Cllr Meredith – LBKV 2 nd round flyer for display	Displayed on facebook / website / notice board
Cllr Perrin – Grant application confirmation from BWPC	
Graham Fitton & Charlotte Hulme – Well done and thankyou re Grant Applications	
Julie Waddington – Trading Standards Alerts	Forwarded to all Councillors
Cllr Willoughby – Tree Surveys	Sent to all Councillors for consideration
CPRE Summer Newsletter	Forwarded to all Councillors
Cllr Perrin – Website changes for the Village Hall section	Completed