

Clerk's Report October 2021

Payments to authorise:

Village Hall – monthly standing order	£50.00
Clerks Salary and expenses	£285.29
Pendle Borough Council	£936.96
Village Hall	£300.00

Activities Undertaken:

Draft Minutes of September Council meeting prepared and distributed
 October Agenda prepared, distributed and displayed
 Bank statements received agreed and reconciled to cashbook
 Website updated; page amendments and additions/deletions made where necessary
 Website accessibility checked as per NALC new guidelines
 Christmas party poster added to website and notice board
 Emails forwarded to Councillors
 Damaged bollards reported on line
 Phone Call to Brian Sutcliffe re Remembrance Day Service
 New Councillor documents sent to Cllr Gadd
 LBKV results for Higham added to Facebook

Bank Accounts:

Community £4,410.57
 Active Saver £52,691.22

Post Received:

Bank Statement
 BWP Agenda
 PBC statement
 PBC invoice

<u>Emails Received</u>	
Weekly lists x (38,39,40,41) – Planning Applications and Decisions	21/0771/FUL (Holly Hill) 21/0784/AGR (Moorcotes Farm)
Rural Services Network Bulletin x 2	Forwarded to all Councillors where relevant
Police Reports x 6	Forwarded to all Councillors where relevant
Junk Email x 29	Deleted / unsubscribed where appropriate
NALC Bulletins x 13	Forwarded to all Councillors where relevant
SLCC Daily Bulletins x 12	Society of Local Councils Clerks updates
Kelly Wood – Blacko Parish Council	General meeting enquiry re Boro Cllr attendance
Amanda Downes – Bus Service Improvement Plan	Forwarded to all Councillors
Julie Mousdale – Letter from Police re events traffic	Forwarded to all Councillors
Cllr Perrin – Confirming Nil VH charge for Senior's Party	
Cllr Meredith confirming donation of the Christmas Tree	
Joanne Eccles – BWPC 6 th October	Forwarded to all Councillors
Parish Councils – Hapton to Burnley resurfacing	Forwarded to all Councillors
Julie Waddington – Trading Standards Alerts	Forwarded to all Councillors
Ian Whittle – Village Hall Key holder update	
Cllr Willighan – Christmas Party Poster for display	
Jane Watson – Policy and Resources Committee 14 th October	Forwarded to all Councillors

[illegible]