

**Draft Minutes of Meeting 17<sup>th</sup> October 2023**

**Present:** Cllr. Mr M. Tetley, Cllr Mrs. D. Perrin, Cllr. Mr J. Metcalfe, Cllr. Mrs J. Meredith, Cllr. Mrs L. Willighan, His Worship the Mayor - Cllr. Mr B. Newman, Co. Cllr. Mr H. Hartley, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mr T Butterfield, Cllr. Mr R. Gadd, Cllr. Mr I. Whittle

**Members of the Public Present:** 1

No	Minute Heading	Action
5811	<b>Public Questions</b> <ul style="list-style-type: none"> <li>• Robin Willoughby has offered his assistance to HPC with ongoing projects, for the next few months. It was proposed and agreed by all to accept the offer</li> </ul>	
5812	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>• Nothing to be declared this month</li> </ul>	
5813	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>• Cllr Meredith proposed that the minutes of 19<sup>th</sup> September 2023 were correct. This was seconded by Cllr Perrin</li> </ul>	
5814	<b>Matters arising from the Minutes (for information only)</b> <ul style="list-style-type: none"> <li>• 5796 – Cllr Newman confirmed that Fence PC are happy to join at the cost of using Paula Fitzgerald for a final time on the RR application / appeal</li> <li>•</li> </ul>	
5815	<b>Finance</b> <ul style="list-style-type: none"> <li>• Payments for expenditure explained and agreed by all</li> </ul>	
5816	<b>Clerk’s Report and Correspondence</b> <ul style="list-style-type: none"> <li>• The report was distributed before the meeting</li> </ul>	<i>Clerk to email BS regarding the Remembrance Wreath</i>
5817	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>• No new applications or decisions this month</li> </ul>	
5818	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>• Nothing to report for Higham this month</li> </ul>	
5819	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>• No report this month</li> <li>• Has been a busy month for Mayoral duties</li> </ul>	
5820	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>• No report this month, however, we should bear in mind the warm spaces grant for the Village Hall Committee to investigate. Applications open again mid-November</li> <li>• Co Cllr Hartley left the meeting at 19:23</li> </ul>	

5821	<b>Village Hall Committee Report</b> <ul style="list-style-type: none"> <li>• No report this month</li> <li>• Still ongoing with the windows project</li> </ul>	
5822	<b>Village Maintenance Update</b> <ul style="list-style-type: none"> <li>• Tree work – this is in hand, awaiting a dry spell</li> <li>• Playground report – nothing new to report at present</li> <li>• Goal Posts – Cllr Tetley to arrange 2 new upright posts to be installed</li> <li>• Biodiversity – ongoing with planting</li> <li>• Spout repairs – ongoing - a lot of hours are being invested in getting the spout up and running again</li> <li>• Handyman – Higham resident JH is a possibility</li> <li>• Chippings – this will need to be completed when the weather improves</li> </ul>	<p><i>Cllr Tetley to arrange</i></p> <p><i>Cllr Willighan to liaise</i></p>
5823	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>• Seniors Christmas Party – all in hand</li> <li>• Christmas Tree &amp; Lights – Cllr Metcalfe to speak to Phil to sort out the Christmas Tree and arrange with Chris Tetley to put the lights on</li> <li>• Recycling and rubbish bins – bins are being left out long after the collection day. To be mentioned in the next issue of the spout</li> <li>• PLP – Green spaces report received. To comment ‘we support the park being a designated green space’</li> </ul>	<p><i>Cllr Metcalfe to liaise</i></p> <p><i>Cllr Tetley</i></p> <p><i>Clerk</i></p>
5824	<b>Items for Future Discussion / For next agenda</b> <ul style="list-style-type: none"> <li>• Spout Repairs</li> <li>• Handyman</li> <li>• Spout Magazine</li> <li>• LBKV</li> </ul>	
5825	<b>The date of the next meeting:</b> <ul style="list-style-type: none"> <li>• Tuesday 21<sup>st</sup> November 2023 at 7.00pm  ~~~~~</li> <li>• Advance apologies for November meeting received from Cllr Metcalfe</li> <li>• The meeting closed at 20:00</li> </ul>	