

Clerk's Report August 2024

Agenda item 6 – Finance

Payment schedule 8-24

Village Hall – monthly standing order	£50.00
Clerk/RFO Salary (including INK/SIM/Microsoft/stamps)	£421.67
Pendle Borough Council (grass cutting July)	£1078.22

Agenda item 8 - Planning Applications and Decisions

PLE/24/1085 Complaint - Alleged unauthorised creation of a shooting range at Hunters Holme Grove Lane – **awaiting change of use planning application to be submitted**

24/0502/TPO Works to trees subject to TPO No 2 2011 at Land off Bakerfield Close – **Comments due by 20th August - Dealt with by Tree Officer on 8th August, early decision reached – Approved with Conditions**

To consider Roaming Roosters site visit proposal – **Consider**

24/0178/FUL Erection of 2 no agricultural buildings and associated hardstanding to facilitate access at land to the south and west of West Close Farm - **Refused**

Clerks 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
Monthly payroll completed and PAYE paid
Cheques written and details added to cashbook
Emails forwarded to Councillors
Phone call from Paul Emmott requesting Chairman contact details
Phone call from Roland Jones regarding TPO planning off Bakerfield Close
- Email to Councillors regarding phone call from Roland Jones
- Letter of comments and concerns emailed to Roland Jones
Email regarding potential Rifle Range near Pendle Hall chased up
Parish and Town Council Survey completed
Phone call from Architects on behalf of Roaming Roosters – added to Agenda for further discussion
Email to Clerk at Sabden to add jobs to Lengthsman schedule
Email to Cllr Perrin re online banking
Meeting with Graham Fitton to sign off the internal audit report
Year end accounts documentation emailed to the external Auditor

Quotes for Tree Works received for consideration

- Northern Forestry
- Binns & Co
- Colin Bracewell

Advance Meeting Apologies Received

- Cllr Whittle
- Cllr Gadd
- Cllr Hutchinson

Bank Balances as of 19th August 2024

Community Account £8,099.46
Saver Account £34,980.39

Post Received:

Bank Statements
BWPC Agenda

<u>Emails:</u>	
Weekly lists x (29,30,31,32,33) – Planning Applications and Decisions	Forwarded to all Councillors
Planning Application Consultation x 1	
Rural Services Network Bulletin x 5	Forwarded to all Councillors where relevant
Police Reports x 17	Forwarded to all Councillors where relevant
Junk Email x 12	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 22	Forwarded to all Councillors where relevant
Public Sector Executive x 3	Forwarded to all Councillors where relevant
Society of Local Councils Clerks Bulletins x 48	Clerks info
Parish Councils Bulletins x 6	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes	Forwarded to all Councillors
Joanne Eccles – Development Management Committee meeting 20 th August 7pm	Forwarded to all Councillors
PBC July grassing cutting invoice	Added to payment schedule
Lynne Rowland – Licensing Committee meeting	Forwarded to all Councillors
Smarty SIM plan renewed for August	For info only - auto renewal
Microsoft renewed for August	For info – auto renewal
HMRC updates x 6	For Clerks info
Jessica Robinson – Nelson, Brierfield and Reedley Committee meeting on 5 th August 7pm	Forwarded to all Councillors
Cllr Hutchinson – Goal Posts / Lengthsman update	Circulated to all Councillors
Julie Waddington – Trading Standards Newsletter	Forwarded to all Councillors
Cllr Gadd – TPO planning application comments	Cllrs agreed for comments to be submitted
Joanne Eccles – Audit and Accounts Committee on 30 th July 7pm	Forwarded to all Councillors
Cllr Metcalfe – Update on Memorial Works	Added to Agenda
LCC – TTRO for Sabden Road 23/09/24 until 27/09/24	Forwarded to Councillors and Sabden Road residents
Pendle Council – Food waste recycling Poll	Forwarded to all Councillors
Parish Councils – Councillor poster for display	Added to notice board
Tim Horsley – Parks Public Spaces Protection Order	Forwarded to all Councillors – deadline for reply is 27 th September
Jessica Robinson - BWP Agenda 7 th August 7pm	Forwarded to all Councillors
Carmela Lo Presti – Rifle Range update Has forwarded details to Environmental Health Commercial team	For info
Cllr Gadd – Apologies for BWPC meeting	Cllr Perrin to attend
Roland Jones – Ash Die Back Trees removal - PBC nor LCC will cut down these trees free of charge	For info
Will Lewis - Environmental Health team - requesting exact location of rifle range	Location map provided by Cllr Pickering
Cllr Perrin – BWP meeting update	Circulated to all Councillors

Planning Enforcement Officer – re Hunters Holme Grove Lane shooting range	Change of Use application is needed
David Wharton – mowing schedule for August	For info
David Wharton – 4 Moore Drive / boundary land owned by LCC. Are they ok to cut it.	For consideration
Colin Bracewell – would like to be considered for any arborary works we may have	Tree report emailed to quote
Cllr Perrin – BWPC meeting notes	For info / Agenda item
Cllr Whittle – VHC update	For info / Agenda item
Cllr Gadd – Playground report update	For info / Agenda item