

Clerk's Report October 2024

Agenda item 8 - Planning Applications and Decisions:

24/0484/FUL

Full: Demolition of existing vacant shop and the erection of 6 no. dwellings with associated infrastructure

At: Roaming Roosters, Barrowford Road, Higham

For: Mr Charles McDermott

Comments due by: 25th October 2024

24/0705/TPO

T1 Fell and T2 Canopy prune

At: Clough Mill, Higham Hall Road, Higham

For: Mr Terence Perrin

TPO for information only

Agenda item 9 – Finance:

Expenditure:

Village Hall	£50.00
Clerk/RFO (<i>including INK/Microsoft/CCTV Sim</i>)	£410.87
Pendle Borough Council (inv 5145603)	£1078.22 (<i>payment failed last month</i>)
Pendle Borough Council (inv 5146825)	£957.80
PKF Littlejohn LLP (year end audit)	£252.00
Ronset (spout magazine)	£163.00
Northern Forestry (trees)	£1800.00

Income:

Precept Q3	£5,586.00
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Bank Balances as of 14th October 2024

- Community Account £5,320.70

- Saver Account £41,113.67

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

Monthly payroll completed and PAYE paid

Bank Payments made as per payment schedule – awaiting dual authorisation – to resubmit PBC payment due to failure to authorise last month

Emails forwarded to Councillors

Email to Richard Gadd confirming offer to look after Biodiversity project

Elections and Monitoring Officer advised of Councillor resignation

Councillor Vacancy notices displayed

Email to Clerk at Sabden Lengthsman scheme confirming schedule of jobs

Application for Landmark Tree submitted

Planning letter of support submitted for 24/0591/LBC

Spout emailed to printers and added to website

Emails to Alan Fielding regarding speed camera offences and update

Email to Roland Jones regarding tree on Higham Hall Road

Bin on rec reported as overflowing ref LDB000866

SPID handed over to Roughlee Parish Council

Playground inspection report emailed to Cllr Hutchinson

Phone call and text message to Neil Whittle regarding goal post

Advance Meeting Apologies Received

- Cllr Terry Butterfield – October meeting
- Cllr Diane Perrin - October meeting late apologies
- Cllr Ian Whittle – November meeting

Post Received:

Bank Statements
 BWPC Agenda
 Spout magazines

<u>Emails:</u>	
Weekly lists x (37,38,39,40,41) – Planning Applications and Decisions	Forwarded to all Councillors
Parish Planning Consultation x 1	24/0484/FUL Roaming Roosters
Rural Services Network Bulletin x 2	Forwarded to all Councillors where relevant
Police Reports x 16	Forwarded to all Councillors where relevant
Junk Email x 18	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 20	Forwarded to all Councillors where relevant
Public Sector Executive x 2	Forwarded to all Councillors where relevant
Society of Local Councils Clerks Bulletins x 33	Clerks info
Parish Councils Bulletins x 3	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes	Forwarded to all Councillors
Smarty SIM plan renewed for October	For info only - auto renewal
Microsoft renewed for October	For info – auto renewal
HMRC updates x 3	For Clerks info
Angela Whitwell – confirming Chapel St wall removed from Lengthsman jobs list	For info only
PKF Littlejohn – year end accounts signed off	Confirmation emailed to Councillors
Lynne Rowland – Council Meeting 26/09	Forwarded to all Councillors
BACS remittance - Q3 precept payment	For info only
Ronset invoice (Spout Magazines)	Added to payment schedule
Cllr Pickering - Parish Council vacancy enquiry for DW	Expression of Interest form delivered
PCSO Alan Fielding – Looking into if an offence has been caused, will update us in due course	Awaiting update
Cllr Metcalfe – pictures of tree on Higham Hall Road for reporting	Forwarded to Roland Jones
Roland Jones – tree belongs to LCC so it is their responsibility	For info
Joanne Eccles - Audit and Accounts Committee 30/09	Forwarded to all Councillors
Cllr Metcalfe – cc into emails to Roland Jones regarding the tree	For info
Cllr Perrin – Roland Jones arranged for 2 trees to be removed in Halmote area	For info
Jessica Robinson – confirming Councillors and our BWP co-opted member	No BWP rep as yet

Jessica Robinson – Nelson, Brierfield and Reedley Committee Agenda 07/10/24	Forwarded to all Councillors
Angela Whitwell – confirming jobs for Lengthsman	For info
Jessica Robinson – BWP Committee Agenda 09/10/24	Forwarded to all Councillors
Julie Waddington – Trading standards alerts for October	Forwarded to all Councillors
Cllr Hutchinson – Lengthsman meeting and overgrown hedges on Higham Hall Road	Agenda item
Cllr Whittle – reminder of Village Hall closure dates	For info
Northern Forestry invoice	Added to payment schedule
Community Energy funding opportunity	Forwarded to Graham Fitton
Jessica Robinson – Anti social driving update and reminder to report online	Added to fb also
David Wharton – final mowing to be completed w/c 14 th October	For info
Jessica Robinson – Crime statistics for Sept 24	Forwarded to all Councillors
Cllr Whittle - Resignation	Elections Office notified
PCSO Alan Fielding – regarding CCTV complaint – no action to be taken by the police	For info