

Clerk's Report November 2024

Agenda item 8 - Planning Applications and Decisions:

24/0754/TCA Removal of dead Alder Tree at 84 Higham Hall Road

Approved – for info only

24/0591/LBC Listed Building Consent: Erection of a single storey flat roof extension to the rear and rendering of existing single storey extension at Higham Village Hall, Higham

Approved with conditions

Agenda item 9 – Finance

Expenditure:

Village Hall monthly direct debit	£50.00
Clerk/RFO (<i>including INK/Microsoft/CCTV Sim</i>)	£410.87
Pendle Borough Council (inv 5142527)	£539.11
Jack Holt (Chapel Street wall repairs)	£3,778.23
The Royal British Legion (poppy wreath)	£20.00

Memorial repairs paid mid-month

£4,800.00

Income

Church donation

£1003.50

Bank Balances as of 18th November 2024

- Community Account £2,416.75

- Saver Account £35,113.67

Activities Undertaken:

Draft Minutes of October Council meeting prepared and distributed

November 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

Emails forwarded to Councillors

Councillor Vacancy notice displayed

Website enquiries forwarded to relevant people x 3

Contact with Jason Shaw regarding cutting back Higham Hall Road – will not do until late December or early January due to nesting / feeding of the birds

Phone call from MT advising of a broken and dangerous gate post at the Slack

Phone call to Lengthsman to check out the broken gate post – *secured and made safe*

Email to Clerk at Sabden Lengthsman updating schedule of jobs

Planning letter of concern submitted for 24/0717 and 24/0484

Cllr Hutchinson asking to display poster in notice board for pop up café

Dog bin on playground reported as overflowing – *emptied next day*

Email to Higham School to update residency figures

Phone call from school re residency figures – will update as soon as figures calculated

Emails regarding attendance at Remembrance Service for wreath laying – *Cllr Perrin will lay wreath this year*

Email to Brian Sutcliffe to thank for ordering Remembrance Wreath

Email to grounds maintenance and refuse at PBC regarding vehicles on the grass

Complaint from Paula Heywood regarding harassment from Parish Councillor – *unsure who was harassing the household – was not the Parish Council and no further details provided so cannot investigate further*

Post Received:
Bank Statements
BWPC Agenda
Clerks Direct magazine

<u>Emails:</u>	
Weekly lists x (42,43,44,45,46) – Planning Applications and Decisions	Forwarded to all Councillors
Rural Services Network Bulletin x 4	Forwarded to all Councillors where relevant
Police Reports x 21	Forwarded to all Councillors where relevant
Junk Email x 18	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x18	Forwarded to all Councillors where relevant
Society of Local Councils Clerks Bulletins x 43	Clerks info
Parish Councils Bulletins x 6	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes	Forwarded to all Councillors
Smarty SIM plan renewed for November	For info only - auto renewal
Microsoft renewed for November	For info – auto renewal
HMRC updates x 6	For Clerks info
Joane Eccles – Standards Hearing Committee 28/10/24	Forwarded to all Councillors
Lynne Rowland – Council Meeting	Forwarded to all Councillors
Lynne Rowland – Overview and scrutiny 29/10/2024	Forwarded to all Councillors
Brian Sutcliffe – invoice for The Royal British Legion Wreath	Added to payment schedule
Fiona Standring – confirming Remembrance Day details	Confirmed
Streetworks – Notification of Back Lane closure for works	Forwarded to all Councillors
David Wharton – confirming last cut of the year	For info only
Ian Whittle – Village Hall keys allocation query	For info only – to be decided
John Halton – Framework newsletter issue 57	Forwarded to all Councillors
Joanne Eccles - Audit and Accounts Committee 12/11/24	Forwarded to all Councillors
Cllr Hutchinson – checking on Copthurst and will keep us updated	For info only
Duncan Wood – apologies for November meeting	For info only
Planning at Pendle automatic replies x 2 re planning concerns submitted	For info only
Jessica Robinson – Nelson, Brierfield and Reedley Committee Agenda	Forwarded to all Councillors
David Wharton – regarding use of Croft Lane for grass mowing vehicles	Will remind drivers not to use the land and will diarise against next years cuts also to remind
Cllr Metcalfe – invoice for payment for Memorial Ground repairs	Payment raised as agreed
Jessica Robinson – BWP Committee Agenda 06/11/24	Forwarded to all Councillors / Cllr Pickering will attend
Julie Waddington – Trading standards alerts for November	Forwarded to all Councillors
Paul Whittaker – Free swimming scheme	Forwarded to all Councillors for consideration
Ian Whittle – advertising Village Hall events	Circulated to all Councillors

Cllr Pickering – Roaming Roasters update from BWP Committee meeting	Circulated to all Councillors
Joanne Eccles – Development Management Committee 19/11/24	Forwarded to all Councillors
Jack Holt – Invoice for Chapel Street repairs	Payment raised
Graham Fitton providing invoices for consideration	Agenda item - Village Hall Committee
Jessica Robinson – Crime statistics for Oct/Nov	Forwarded to all Councillors
Brian Sutcliffe asking for Northern Forestry contact information	Details provided
Robin Willoughby – Pendle Local Plan	Circulated to all Councillors