

Clerk's Report January 2025

Planning Applications and Decisions:

24/0703/HHO Full: Erection of a two storey rear extension
At: 5 Acres Brook Road Higham

Comments by 3rd February 2025

24/0857/FUL Full: Change of use of land to be used as a shooting club including formation of Earth Bund at end of existing track and the creation of car parking area on existing yard
At: Hunters Holme Grove Lane Higham

Comments by 10th February 2025

Finance

Expenditure:

Village Hall monthly direct debit	£50.00
Clerk/RFO (<i>including INK/Microsoft/CCTV Sim</i>)	£408.87
Mr John Metcalfe (lights)	£151.94
Ingham & Yorke (car park rental)	£25.00
Cabin Catering (seniors party)	£792.00
Ronset Ltd (Spout magazine 2043896)	£172.00

Paid mid month

Richard Gadd (Biodiversity)	£245.00
S Turner (Stones for playground)	£750.00

Income

Donation from Seniors party	£603.00
Bank Interest	£138.29
Q4 Precept	£5586.00

Bank Balances as of 21st January 2025

- Community Account £7,319.09
- Saver Account £24138.29

Activities Undertaken:

January Agenda prepared and distributed
Bank statements received agreed and reconciled to cashbook
Website updated; page amendments and additions/deletions made where necessary
Monthly payroll completed and PAYE paid
Emails forwarded to Councillors
Website enquiries forwarded to relevant people
Emails to and from Huntroyde regarding PROW and meeting
Cllr Hutchinson asking to display poster in notice board for pop up café
Email to Ian Whittle VHC confirming meeting dates for events calendar
Email to Ian Whittle VHC confirming Seniors Christmas Party date
Email to Jessica Robinson to confirm Cllr Perrin attendance at BWP Committee meeting
Email to Tom Partridge Countryside Access Officer at Pendle Borough Council
Key for CCTV cupboard received from Ian Whittle
Emails re Spout Magazine articles
Meeting with Lengthsman/Councillors/Tom Partridge re PROW
Telephone call from Michael Tetley to report Slack PROW gate
Email from Cllr Hutchinson to report Slack PROW gate
Email to Tom Partridge to report Slack gate
Ian Whittle to agree new Village Hall hire rates and add to website
Spout PDF forwarded to printers – proof received, checked and confirmed
Council Tax Precept consultation to be completed by 3rd February

Email to Duncan Wood to confirm meeting attendance – copy of Agenda and new Councillor documentation sent

Finance budget meeting with Cllr Perrin and Cllr Butterfield

Emails to environmental health regarding smell of petrol on Acresbrook Road – E/H attended site but could not smell anything as was raining hard – to monitor and re-report if needed.

Phone call to Stuart~Lengthsman to confirm work can continue on PROW

Email to Tom Partridge regarding planning application at Hunters Holme

CCTV enquiry forwarded to Cllr Metcalfe

Website enquiries forwarded to Ian Whittle

Post Received:

Bank Statements

SLCC magazine

Barclays pinsentry card

The Cabin invoice

Advance meeting Apologises:

Cllr Willighan

Boro Cllr Newman


<u>Emails:</u>	
Planning Application Consultation	Forwarded to all Councillors
Weekly lists x (51,52,1,2,3) – Planning Applications and Decisions	Forwarded to all Councillors
Rural Services Network Bulletin x 4	Forwarded to all Councillors where relevant
Police Reports x 12	Forwarded to all Councillors where relevant
Junk Email x 12	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 12	Forwarded to all Councillors if relevant
Society of Local Councils Clerks Bulletins x 38	Clerks info
Parish Councils Bulletins x 5	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes for January	No changes for Higham
Smarty SIM plan renewed for January	For info only - auto renewal
Microsoft renewed for January	For info – auto renewal
HMRC updates x 6	For Clerks info
The Pensions regulator x 2	For Info only
Jessica Robinson – Nelson, Brierfield and Reedley Committee Agenda	Forwarded to all Councillors
Jessica Robinson – Agenda for BWP 8/01/25	Forwarded to all Councillors
Parish Councils – Winter Gritting notice x 3	For info only nothing relating to Higham
Emma Brookfield – Lancs Police re theft from parked vehicle	Forwarded to Cllr Metcalfe
Jessica Robinson – Crime statistics for December 2024	Forwarded to all Councillors
Helen Vickery from Huntroyde – can not attend meeting, however to keep in touch	For info only
Information Commissioners Office – renewal confirmed	CCTV - For info only
Lynne Rowland – Overview and scrutiny committee 16/01/25	Forwarded to Councillors
Tom Partridge / Cllrs re PROW and meeting to be arranged	Meeting arranged – await outcome of Tom's email sent on our behalf
Bernard Ingham re Spout Magazine for printing	Forwarded to Printers

Quote for Spout Magazine – Increase of 5.5 %	Equates to £9 per Qtr -confirmed to proceed
Julie Waddington – Trading Standards Consumer Alerts for January	Forwarded to all Councillors
Lancashire Best Kept Village Competition for 2025	Added to Agenda for consideration
John Meredith - re former events committee funds to be transferred to Village Hall	All in agreement to transfer funds asap
Cllr Willighan – re Seniors Party feedback	Added to Agenda
Ian Whittle – re updated Village Hall hire rates to update	Website to be updated with new rates
Tom Partridge re Slack gate – will take a look and add to his jobs list	For info
Richard Gadd – invoice for Biodiversity purchase	Payment raised
Jason Broomfield – Ronset invoice	Added to payment schedule
Tom Partridge – re planning application at Hunters Holme	Forwarded to Councillors
Lynne Rowland – Licensing Committee 28/01/25	Forwarded to Councillors
Quammer Iqbal – Pendle leisure trust free 7 day pass	Forwarded to Councillors

Biodiversity purchase using grant money

Order date	12 Dec 2024
Order #	026-6886799-5574712
Order Total	£245.00 (1 item)
Download Invoice	>

Delivered 13 December
Your package was left near the front door or porch.



Hyundai 2x 20v (40V) Cordless Garden Tiller, 360mm Width, 220mm Depth, Brushless Motor, Li-Ion Batteries | 3 Year Warranty

Sold by: Amazon.co.uk
Return or Replace Items: Eligible until 31 January 2025
£245.00