

Clerk's Report April 2025

Planning Application & Decisions

Ongoing –

Roaming Roosters
Stump Hall Farm
Hunters Holme
Fir Trees dispute

Finance

Expenditure:

- Village Hall monthly direct debit	£50.00
- Clerk/RFO (including INK/Microsoft/CCTV Sim)	£428.76
- Lengthsman Scheme	£2445.73
- Richard Gadd (Biodiversity)	£38.42
- Terry Butterfield (Landmark Tree and guard)	£173.13
- Ronset Ltd (Spout)	£177.00
- Playdale 50% deposit (Playground repairs)	£1096.52
- Duncan Wood (Basketball nets and paint)	£18.00

Income:

- N/A

Bank Balances as of 14th April 2025

- Community Account £5,329.41
- Saver Account £23,033.13

Activities Undertaken:

Draft Minutes of March Council meeting prepared and distributed
April Agenda prepared and distributed
Bank statements received agreed and reconciled to cashbook
Website updated; page amendments and additions/deletions made where necessary including hire rates and wording updated on Village Hall section
Monthly payroll completed and PAYE paid
Emails forwarded to Councillors
Website enquiries forwarded to relevant people
Email to Richard Gadd for Biodiversity project update
Emails back and forth, Sandra Silk, regarding Diamond Landmark Tree (Cllr Butterfield has in hand)
Resignation received from Cllr Willighan
Email to Elections Manager at PBC advising of Cllr resignation
Email to BWP Secretary advising Cllr Butterfield will attend this month's meeting
Notice of Vacancy received from Elections Manager for displaying
Letter drafted by Cllr Pickering and forwarded to BWP Committee's Secretary re ongoing Fir Trees/A6068 dispute
Email to Sabden Parish Council for Lengthsman progress update
Phone call to Keith Higson for playground inspection price – added to list and we will be emailed in June with current price and terms and conditions / inspections are carried out in August (last year was £70+vat)
Letter re Roaming Roosters sent to The Planning Inspectorate
Letter re Stump Hall Farm sent to PBC Planning
Spout magazine emailed to Ronset Ltd and uploaded to website
Spare notice board key given to Cllr Hutchinson
LCC Elections 'Statement of Persons Nominated' displayed in notice boards
Playdale order form completed and forwarded to Cllr Wood
Phone call to Playdale to confirm payment date of deposit
VHC invited to attend meeting to speak about the extension and possible funding

Phone call and follow up email to VAT helpline to confirm rules on helping VHC with claiming VAT back – as we are the custodian trustees we cannot help in any way with VAT and have to be treated as 2 separate entities

Post Received:
Bank Statements

Advance meeting Apologies:
Cllr Metcalfe

<u>Emails:</u>	
Planning Application Consultation	Forwarded to all Councillors
Weekly lists x (12,13,14,15) – Planning Applications and Decisions	Forwarded to all Councillors
Police Reports x 15	Forwarded to all Councillors where relevant
Junk Email x 18	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 12	Forwarded to all Councillors if relevant
Society of Local Councils Clerks Bulletins x 28	Clerks info
Parish Councils Bulletins x 1	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes for April	No changes for Higham
Smarty SIM plan renewed for April	For info only - auto renewal
Microsoft renewed for April	For info only – auto renewal
HMRC updates x 6	For Clerks info
Street works – update email advising of Sabden Road / Stump Hall Road works	Forwarded to all Councillors
Jessica Robinson – BWP Agenda 02/04/25	Forwarded to all Councillors
Julie Waddington – Trading Standards Alerts	Forwarded to all Councillors
Jessica Robinson – Confirming receipt of letter re Fir Trees dispute and passed on to Cllr Ahmed	For Info
Lynne Rowland – Overview and Scrutiny Committee	Forwarded to all Councillors
Bernard Ingham – Spout magazine for forwarding to the printers	Emailed and uploaded to website
Andrea Mullins – LCC Elections nominations poster to display	Notice displayed
Julie Mousdale – Funding bid application	Added to Agenda for consideration
Jessica Robinson – Crime statistics and planning update for BWP Committee meeting	Forwarded to all Councillors
Cllr Pickering and Cllr Wood - suggested comments for Stump Hall Farm Planning Application	Letter emailed to planning department after it bounced back from Jack Sykes email (no longer employed)
Jessica Robinson – Nelson, Brierfield and Reedley Committee Agenda 03/04/25	Forwarded to all Councillors
Jessica Robinson – confirming that Members of the public cannot speak on behalf of a Parish Council at Committee meeting	For info
Cllr Wood / Playdale – Playground equipment quotes and order	Order placed
Cllr Wood – Playground Equipment Risk Management update	Agenda item for discussion
Cllr Wood – Zip line lubricated and reassembled by Cllr Wood and Cllr Butterfield. Basketball hoop repaired and new net attached	Playground maintenance - for info
Cllr Perrin – quote received from Simon Gilbert for notice board at £200 and bus shelter for £390	Agenda items
David Wharton – confirming grass cutting team will avoid the saplings	For info

Cllr Metcalfe – CCTV quote received from Streetcam	Agenda item for discussion
Jessica Robinson – PCSO Fielding's crime figures analysis for March	Forwarded to all Councillors
Leanne Morris Playdale – order confirmation. 50% payment needed for deposit with delivery set for w/c 5 th May	Deposit payment date agreed
Jessica Robinson – Planning update for Hunters Holme for BWP	Forwarded to all Councillors
Cllr Pickering & Cllr Hutchinson – 90 Little Book Stops Penguin Books UK	For discussion
Jessica Robinson – 1 Fir Trees Grove complaint	Forwarded to all Councillors
VAT helpline – responding to query	Confirming we are unable to pay/or help VHC with VAT claims
Insurance renewal quote received – due for renewal in June	Add to next Agenda
PKF Littlejohn – external auditor	Instructions to complete this years audit due by 31 st July 2025