

Clerk's Report May 2025

Planning Application & Decisions

Finance

Expenditure:

- Village Hall monthly direct debit	£50.00
- Clerk/RFO (including INK/Microsoft/CCTV Sim)	£428.76
- Playdale remaining 50%	£1,096.54
- C & R Walne Engravers (plaque)	£78.00
- SLCC (Clerks membership)	£110.00
- Zurich Insurance	£823.12
- Pendle Borough Council (5155342)	£978.86
- Duncan Wood (gravel & steel tube)	£28.95

April payments paid May already agreed:

Richard Gadd (Biodiversity) £38.42
Duncan Wood (Basketball nets and paint) £18.00

Income:

- Pendle Borough Council (precept)	£11,507.00
- Pendle Borough Council (precept interest)	£344.20

Bank Balances as of 18th May 2025

- Community Account £1,162.07
- Saver Account £31,033.13

Activities Undertaken:

Draft Minutes of April Council meeting prepared and distributed
May Agendas x 2 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 VAT helpline regarding further Village Hall VAT query
Phone call with Angela, Sabden Parish Council regarding Lengthsman progress update
Emails out to arrange a site visit at Stump Hall Farm
Attended site visit at Stump Hall Farm
Letter to Pendle Council re planning for Stump Hall Farm
Emails to various parties regarding tree planting on the bypass
Grants submitted to Pendle Borough Council for June meeting decision
Letter to Village Hall Committee in support of grant funding for extension
Email to Richard Gadd re Biodiversity Project. Emails re extra purchases for Biodiversity Project
Cllrs happy to proceed with extra purchase for the saplings
Email to Streetcam to confirm acceptance of CCTV quote
Email to PBC to confirm date for weed killing in the village (beginning of June)
Emails to various Village Committees regarding Village Meeting

- GF from Village Hall Committee can attend
- Ian Whittle cannot attend
- St Johns School cannot attend but will email me a report
- Heather Swindlehurst (church) cannot attend
- PCSO Alan Fielding cannot attend

Email to LCC regarding broken gate at The Slack (on jobs list already)
Village Meeting posters displayed

Post Received:
 Bank Statements
 Clerks Direct magazine
 SLCC magazine

Advance meeting Apologies:
 Cllr Pickering

<u>Emails:</u>	
Planning Application Consultation	Forwarded to all Councillors
Weekly lists x (16,17,18,19,20) – Planning Applications and Decisions	Forwarded to all Councillors
Police Reports x 19	Forwarded to all Councillors where relevant
Junk Email x 16	Deleted or unsubscribed where necessary
NALC/LALC Bulletins x 12	Forwarded to all Councillors if relevant
Society of Local Councils Clerks Bulletins x 45	Clerks info
Parish Councils Bulletins x 3	Forwarded to all Councillors where relevant
Miranda Carlos - Bus Service Changes for May	No changes for Higham
Smarty SIM plan renewed for May	For info only - auto renewal
Microsoft renewed for May	For info only – auto renewal
HMRC updates x 6	For Clerks info
Julie Waddington – Trading Standards Updates	Forwarded to all Councillors
Philip Marginson – Damage to trees	Forwarded to Roland Jones for investigation
Jessica Robinson – NBR Agenda 06/05/25	Forwarded to all Councillors
Jessica Robinson – BWP Agenda 07/05/25	Forwarded to all Councillors
Gemma Wells – 2023/2024 Precept interest payment due to us	Councillors informed
Jessica Robinson – letters from Philip Marginson and Chris Dugdale regarding Fir Trees Planning	For info
Jessica Robinson- Crime statistics	Forwarded to all Councillors
Lynne Rowland – Overview and Scrutiny Committee 13/05/25	Forwarded to all Councillors
Cllr Perrin – update from BWP Committee meeting	Circulated to all Councillors
Jessica Robinson – advising that Joanne Eccles will be point of contact for next BWPC meetings	Forwarded to all Councillors
Cllr Hammond PROW update	Circulated to all Councillors / Agenda item
Cllr Perrin – cannot attend June or July BWPC meetings	For info
Chloe Heyslop – PBC playground inspection fee for 2025 = £72.50	For info / Forwarded to Cllr Wood / Agenda item
Cllr Wood – Sport England criteria	Circulated to all Councillors
Matthew Parkinson- confirmed that LCC planted the tree on the by-pass and will arrange for brambles to be collected	For info
Leah Hooper – Pendleside Hospice	Date needed for awareness session to be held