

# Clerk's Report July 2025

## **Planning Application & Decisions**

25/0437/LBC

Listed Building Consent: Erection of a detached annex at The Old Cart House, Higham Hall Road, Higham

## **Finance**

### **Expenditure:**

- Village Hall monthly direct debit	£50.00
- Clerk/RFO (including INK/Microsoft/CCTV Sim)	£448.40
Pendle Borough Council (inv5157375)	£1101.94
Ronset Ltd (spout 2044982)	£177.00

### **Income:**

None

### **Bank Balances as of 14<sup>th</sup> July 2025**

-Community Account £633.46

-Saver Account £30,529.46

### **Activities Undertaken:**

Draft Minutes of June Council meeting prepared and distributed

July 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 VHC members

Email to PBC Joanne Eccles confirming Cllr Metcalfe will attend the BWPC meeting

Email to David Wharton re weed killing date confirmation x 3

Email spout magazine to Ronset for printing

Letter to planning committee re Fir tree Lane planning

Email responses to x 2 regarding Clover Croft overhanging tree

Email advising of Roaming Roosters decision to Cllr Perrin, Cllr Hutchinson and Cllr Wood

Email and phone calls to Yvonne parker re Pendle Local Plan

New Councillor documents emailed to Cllr M Metcalfe

End of year accounts emailed to external auditor

Email to Pendle planning and LCC Archaeology team regarding 25/0188/FUL Stump Hall Road as requested by local resident

### **Post Received:**

Bank Statements

Clerks direct magazine

Clerks SLCC

### **Advance meeting Apologies:**

Cllr Perrin

Boro Cllr Newman

Co Cllr Hartley

