

READ PARISH COUNCIL

10/05/01

The Annual Parish Council meeting was held at United Reformed Church, East View, Read BB12 7PS Read on **Wednesday 10th May, 2017 at 7pm.**

Present: Chairman: Councillor Peter Collinge (after Item 2)
Councillors: Collinson, Crosland, Gandy, Hanson, Rostron
In attendance: Shirley Bridge (Clerk)

8 members of the public attended.

1. **Apologies for absence** – none received
2. **Appointment of Chairman** – Peter Collinge was appointed as Chairman for the forthcoming year. The Chairman signed the declaration of acceptance of office.
3. **Appointment of Vice-Chairman and Council Representatives** – as below

Council Representatives	2017 2018
Vice-Chairman	Cllr Peter Gandy
Signatories to the bank account	Chairman, Vice-Chair and Clerk (mandate to be changed accordingly)
Playground inspection	Cllr J Crosland
Parish Council Liaison Committee	Cllr Hanson and the Clerk
Planning Committee	Cllrs Collinge, Gandy and Hanson (Cllr Hanson, Chair)
Lengthsman Co-ordinator	Clerk
Footpath Officer	Cllrs Rostron and Hanson
Parish Plan Review Working Group	To be combined with the Communications Group
Simonstone Parish Council link	Cllrs Rostron, Snape and the Clerk
PACT	Cllrs Collinson, Rostron and Collinge
Communications Working Group	Cllrs Collinge, Snape Rostron, Hanson and Crosland
Business Link	Cllr Gandy

4. **Declarations of Councillors' Interest and dispensations**

4.1 **To receive declarations of interest from councillors on items on the agenda**

– Councillor Jodie Crosland declared an interest in Item 13f on the agenda. Councillor Crosland is a trustee of the recently formed board of the Read and Simonstone Village Hall Committee.

4.2 **To receive requests for dispensations for disclosable pecuniary interests** – none received.

4.3 **To grant any requests for dispensations as appropriate**

5. **To approve the minutes of the previous Parish Council meeting (19th April 2017)** – the minutes were approved.

6. **Matters arising from the minutes not on the agenda** - there were no matters arising.

7. **Public participation:**

One resident was unsure of the system for reporting issues from the allotments in light of recent changes. The Clerk and the Allotment Committee members will deal with day-to-day issues with the Parish Council Chairman having overall responsibility.

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Waste bin – Whalley Road bus stop – the bin has become detached from the lamp-post. This will be reported by the Clerk.

Fort Street – overgrowing hedges from the garage site are overhanging and creating a nuisance for residents walking on the footpath – this matter will be reported to Ribble Valley Borough Council who are responsible for the site.

Refuse bins – there have been reports of refuse bins being left on back streets where they are unsightly and block the way through. This will be reported to Ribble Valley Borough Council.

Defibrillator at St John's Church – cars are regularly being parked in front of the newly installed defibrillator. Cllr Collinge will mention this at Church.

8. Borough Councillor's Report.- none received

9. Clerk's Report – *in support of Items 13b) 13d) and 13e.*

10. Reports from external meetings: None to consider.

11. Allotment Chairman's report: The Allotment Chairman provided a report on allotment matters. All allotment matters will now be dealt with through the Allotment Committee.

12. Playground:

a) To receive the playground inspection report – all equipment checked and in good working order. Litter removed.

b) Repairs and maintenance – the Lengthsman to repair the vandalism to the small slide. The vandalism has been reported to the Police.

13. Decision Items

a) Approval of Financial Statements and Annual Return

Councillors reviewed the Financial Statements and Annual Return for the period ended 31st March 2017.

RESOLVED: To approve the Financial Statements for the period ending 31st March 2017. To approve Section 1 of the Annual Return and Section 2 of the Annual Return. These documents will now be submitted to BDO, External Auditors for the Parish Council.

b) Report from Internal Auditor – Geoff Lambert – Internal Auditor for Read Parish Council completed his audit of the Annual Accounts and the Annual Return for the financial year ended 31st March 2017 on 11th April 2017. He has approved and signed the Annual Return. His only recommendation is that the parish council investigate the possibility of utilising on-line banking for payments to suppliers. He feels this could streamline activities and save time and resources for the council.

c) Review of Governance Documents - Councillors reviewed the current Governance documents.

RESOLVED: No changes necessary at this time.

d) Appointment of Internal Auditor 2017-2018 - proposal to appoint Geoff Lambert as the internal auditor for the council for the period ended 31st March 2018

RESOLVED: To appoint Geoff Lambert as Internal Auditor for the period ended 31st March 2018.

e) Gratuity for Internal Auditor 2016-2017 - the gratuity paid to Geoff Lambert for carrying out the internal auditing 2015-2016 was £60. It is proposed to pay the same amount of gratuity for his work in 2017-2018

RESOLVED: To pay a gratuity of £60 to Geoff Lambert for the period ended 31st March 2017.

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f) URC proposal

Councillors discussed the following proposal. 'To contribute £50 to the Read and Simonstone Village Hall committee to support the costs of a feasibility study.'

RESOLVED: It was resolved not to donate £50 to the Read and Simonstone Village Hall Committee. (Cllr Crosland declared an interest in this item and did not cast a vote)

g) Meeting venues

One resident had raised the issue of the different venues for parish council meetings during the year. It was explained that by offering several different venues for meetings it was hoped to enable residents throughout the village to be able to attend more easily.

h) Legacy donation – ideas are currently being formulated for utilising the recent legacy donation of £10,000. A detailed list of possible ideas to be drawn up for discussion at the next meeting.

i) Logo Competition – Cllr Crosland designed a competition sheet that has been circulated to all pupils at St John's Primary School. The closing date was 31st May 2017. The completed sheets will be reviewed by the Communications Group at their next meeting.

j) Postcodes - One resident had raised the issue of the different venues for parish council meeting during the year. It was explained that by offering several venues for meetings it was hoped to encourage residents throughout the village to be able to attend more easily.

One resident raised the matter of a postcode code change for the village. Lesley Graves, Borough Councillor has been contacted for an update on this situation. She went to great lengths to attempt to prove that there was enough mis-direction of post to support the change and sadly there was insufficient evidence brought forward by residents.

k) Parish Plan

The formulation of the Parish Plan is on-going. The Communications Group are looking to expand the interaction with residents by developing an on-line survey which would add to the information already received in the paper survey. Broad areas of interest have been drawn up but the questions will need to be finalised at the next meeting of the Communications Group. It is hoped to involve the thoughts and ideas of our local businesses. A list of current business in the village to be drawn up in the first instance.

14. Highways Matters

Councillors noted the Highways Report

15. Correspondence

Councillors noted the letter that had been sent to Read Motor Body Centre regarding residents' concerns regarding parked cars that are awaiting repair. The situation will be monitored.

16. Planning Applications & Decisions/Enforcements

Planning Application No: 3/2017/0282

Proposal: New detached garage

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Location: 8 Masterson Avenue, Read BB12 7PL
Response required by: 25th April 2017

RESPONSE

The Parish Council have no objection to this proposal.

17. Items for the next agenda

- Read Motor Body Centre - update

*The meeting ended at 8.20pm.