

# READ PARISH COUNCIL

14/05/01

The Annual Parish Council meeting was held in Read United Reformed Church on Wednesday 14 May, 2014 at 7.00pm.

**Present:** Councillors: Doreen Collinson, Lisa Snape, Gillian Rostron, Gerald Nichols, Clifton Pollard, Alun Davies and Tony Wilkinson

**In attendance:** Shirley Bridge (Clerk)

1 member of the public attended

1. **Apologies for absence** – apologies were received from Borough Councillor John Hill.
2. **Appointment of Chairman** – Councillor Doreen Collinson was appointed Chairman for the next 12 months. Councillor Collinson took the Chair and signed the Declaration of Office.
3. **Appointment of Vice-Chairman, Allotment Chairman and Council Representatives:**

<b>Vice-Chairman:</b>	<b>Councillor Rostron</b>
<b>Allotment Chairman:</b>	<b>Councillor Collinson</b>
<b>Playground Inspection:</b>	<b>Councillor Wilkinson</b>
<b>Parish Council Liaison:</b>	<b>Councillors Nichols and Davies</b>
<b>LALC</b>	<b>Councillor Davies</b>
<b>Footpath Officer:</b>	<b>Councillor Snape</b>
<b>Planning Committee:</b>	<b>Councillors Pollard (Chairman), Nichols and Davies</b>
<b>Senior Citizens Party:</b>	<b>Councillors Collinson, Snape, Rostron and Pollard</b>
<b>All weather pitch development:</b>	<b>Councillors Collinson, Snape and Rostron</b>
<b>Simonstone Parish Council:</b>	<b>Councillors Pollard and Rostron</b>
<b>PACT:</b>	<b>Councillors Collinson and Rostron</b>
<b>Youth Council:</b>	<b>Councillors Collinson and Snape</b>
<b>Finance Committee:</b>	<b>Councillors Pollard and Davies</b> ( <i>a newly formed committee – to meet once per quarter</i> )
4. **Declarations of Councillors' Interest and dispensations**
  - 2.1 **To receive declarations of interest from councillors on items on the agenda**  
None received
  - 2.2 **To receive requests for dispensations for disclosable pecuniary interests**
  - 2.3 **To grant any requests for dispensations as appropriate**
5. **To approve the minutes of the previous Parish Council meeting (9<sup>th</sup> April 2014)** – the minutes were approved.
6. **Matters arising:**
  - 10c) **Footpath review** – in reply to the letter sent to the occupier of New Hall House regarding the Footpath No 17. The occupier has replied and will ask for the alternative route to be listed on the definitive map.
  - 10l (from February 26<sup>th</sup> minutes) **Planning consent for Friendship Garage site**  
To date no reply has been received from Ribble Valley Borough Council concerning this issue. The Clerk was asked to follow up the request.
    - Tennyson Avenue site – footings are now in for the proposed development of this site but it was noted that the site is very untidy. The Clerk to report this matter to Ribble Valley Borough Council.
7. **Public participation:**  
No issues raised.
8. **Borough Councillor's Report** – no report received. Councillors were disappointed that no written report was received and asked the Clerk to write to both Borough Councillors requesting that a written report be submitted if they were not able to attend meetings.

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**9. Clerk's report** – in support of agenda items 12e and also to give details of the timetable for forthcoming external audit.

**10. Reports from external meetings:-**

PACT – the Chairman read out a report from the PACT meeting held on 28<sup>th</sup> April 2014

*Crimes*

- Stone theft from Rockwood, School Lane
- Bicycle stolen from Victoria Lodge
- Distraction theft of mobile phone

*Other issues reported*

- Waverley Close – suspicious offer of window cleaning service
- Black Hill – anti-social behaviour

*RoadWatch*

- Vehicles stopped for speeding and warnings given

**Allotment Holder's AGM**

This event was held on 17<sup>th</sup> April and was well attended. A pie and pea supper was enjoyed after the main meeting. It was resolved that the existing Allotment Committee members continue in their current role. A presentation was made by the allotment holders to Alan Mashiter to thank him for all his work as Allotment Chairman. The finance report confirmed that income from ticket sales and raffle takings was £121 – expenditure for room hire and expenses was £90.

**Simonstone Parish Council**

8<sup>th</sup> May – Councillor Pollard attended this meeting. The names missing from the War Memorial will now be included in a new plaque that has been commissioned.

**Padiham Greenway**

Reports from the last meeting confirmed that the group are keen to see the Greenway extended and are keen to move the Greenway further along from Simonstone Lane.

**11. Playground:**

**a) To receive the playground inspection report** – no maintenance issues reported. It has been noted that dogs are not being kept on leads on the surrounding area. The Clerk was requested to inform the Dog Warden, Ribble Valley Borough Council of this matter.

**b) Repairs and maintenance –**

- The gate into the Cricket Club car park has been vandalised and the hinges removed. The use of this gate has proved problematic for the football club and as this gives access to the Cricket Club premises it was resolved to invite the Football Club and Cricket Club to the next meeting to enable a working solution to be reached. In the meantime the gate has been made secure but cannot be opened.
- The new springie toys are due to be fitted on 2<sup>nd</sup> June, 2014.

**12 . Decision items**

**a) Approval of Financial Statements and Annual Return**

**RESOLVED: To approve the Financial Statement and the Annual Return for 2013-2014.**

**b) Report from Internal Auditor** – the Internal Auditor has completed his audit and submitted his report to the Parish Council. One of the main points was to highlight the level of reserves and question if there were any plans in place to use this funding.

**RESOLVED The Parish Council will hold these reserves for developing the all weather pitch project in the near future.**

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c) **Review of Governance Documents** – the Parish Council reviewed the Risk Assessment, Standing Orders, Financial Standing Orders, Insurance cover and Code of Conduct, Register of Interests.

**RESOLVED: No amendments were necessary. It was resolved to renew the insurance cover with Came & Company for 2014-2015 following their recent quote for £278.95.**

d) **Appointment of Internal Auditor 2014-2015**

**RESOLVED: To appoint Geoff Lambert to carry out the internal audit in 2014-2015.**

e) **Gratuity for Internal Auditor 2013-2014**

**RESOLVED: To award a £60 gratuity to Geoff Lambert, Internal Auditor.**

f) **Planning enforcement**

**The Whins**

**RESOLVED: To mention the following to RVBC Planning Department**

- **Unloading of goods from delivery vehicles and blocking the lane**
- **Vehicles using George Lane to drop off plant vehicles**
- **Wheel washing facilities on site**

**Bridge Heywood Caravan Site**

Councillor Pollard had circulated a report concerning a possible contravention of planning consent.

**RESOLVED: To circulate a draft letter from Councillor Pollard to all councillors outlining the issues. Once approved this letter to be forwarded to the Director of Development and Chairman of the Planning Committee, Ribble Valley Borough Council.**

**13. Planning Applications & Decisions – none to consider**

**14. Finance & Accounts**

**a) Payments to be authorised**

<b>Payee</b>	<b>Type of expenditure</b>	<b>Amount</b>
HMRC	Paye Jan-March	<b>£133.60</b>
S Bridge	Salary Jan-March	<b>£534.58</b>
S Bridge	Expenses Jan-March	<b>£125.65</b>
Streetmaster	Bench + plaque	<b>£759.60</b>
RVBC	Grass cutting contract	<b>£759.84</b>
Lancs County Training Partnership	Councillor training	<b>£30.00</b>
NALC	Annual subscription	<b>£35.00</b>
RVBC	Dog bins + replacement bins	<b>£1,518.00</b>
Read Cricket & Bowling Club	Room hire (Allotment AGM)	<b>£30.00</b>
D Collinson	Allotment AGM sundries	<b>£40.00</b>

**b) Receipts**

<b>Type of income</b>	<b>Amount</b>
Precept RVBC	<b>£7,925.00</b>
Additional cheque for memorial bench	<b>£33.00</b>
Allotment AGM Ticket Sales + Raffle	<b>£121.00</b>
HMRC Vat 2013 2014	<b>£674.86</b>

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## 15. Items for the next agenda:

- Reports from Borough Councillors
- Register of Attendance for Councillors

**The meeting ended at 8.55pm**