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CLAYTON LE DALE PARISH COUNCIL

Minutes of the meeting held at 7:15 pm on 22 May 2024 at Salesbury Memorial Hall.

In attendance Cllr K Thompson (Chair) Cllr A Schofield (Vice) Cllr S O'Callaghan.

Clerk Janet Westwell + 5 members of the public.

|            | Agenda items   | Action   |
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| 22/05/24/1 | Chairman's Welcome<br>Cllr Thompson welcomed everyone to the meeting   |  |
| 22/05/24/2 | Election of Chairman for the next 12 months.<br>Cllr Schofield nominated Cllr Thompson and this was seconded by Cllr O'Callaghan. Cllr Thompson was therefore elected to the role of Chairman for the next 12 months.  |  |
| 22/05/24/3 | Apologies for absence<br>Apologies had been received from Cllr Ainsworth and Cllr Cotton.  |  |
| 22/05/24/4 | Election of Vice Chairman for the next 12 months<br>Cllr Schofield nominated Cllr O'Callaghan and this was seconded by Cllr Thompson, Cllr O'Callaghan was elected to the role of Vice Chairman for the next 12 months.  |  |
| 22/05/24/5 | Declarations of Interest<br>None   | All  |
| 22/05/24/6 | Public participation<br>The areas covered were: <ul style="list-style-type: none"><li>• United Utilities rebuilding of wall, which residents feel is not a proper restoration Acton Cllr Schofield to contact J Lancaster</li><li>• Residents concern in relation to a house in the parish which is a state of disrepair and often unoccupied.</li></ul> | Action Clerk to written to Jane Pearson at RVBC. |
| 22/05/24/7 | Approval of the minutes of the meeting held on 16 April 2024.<br>The minutes were approved as an accurate record of the meeting. Proposed by Cllr Schofield and seconded by Cllr O'Callaghan.  | All  |
| 22/05/24/8 | Accounts<br>Payments since last meeting<br>LALC  |  |

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|             | <p>Payments due<br/> Salesbury Memorial Hall<br/> Auditor £80.00<br/> NALC invoice had been challenged.<br/> Clerk Q1 salary £450<br/> Porter, Matthews &amp; Marsden payroll.</p>   |                  |
| 22/05/24/9  | <p>To receive and approve the internal auditors report.<br/> No issues had been brought to the attention of the Clerk and council.<br/> Unanimously approved</p>   |                  |
| 22/05/24/10 | <p>To receive and approve the governance statement<br/> AGAR.<br/> Unanimously approved.</p>   | clerk            |
| 22/05/24/11 | <p>To approve and approve the Annual Accounts /receipts<br/> and payments statement – AGAR<br/> Unanimously approved.</p>  | clerk            |
| 22/05/24/12 | <p>To approval the Exemption Certificate and authorize the<br/> clerk to send to the External Auditors<br/> Unanimously approved.</p>  | clerk            |
| 22/05/24/13 | <p>Exercise of Public Rights will be advertised from 10 June<br/> 2023 – 19 July 2024</p>  | clerk            |
| 13/05/23/14 | <p>SPID Update<br/> The contract and booking form had been sent to Altham<br/> PC for the next trance of SPIDs on Ribchester Road<br/> The Slow Down Save Lives banner needed to be<br/> relocated now that the grass on the common wasn't<br/> being cut.<br/> A location was agreed on the wall near 141 Ribchester<br/> Road.</p>                       | Cllr<br>Thompson |
| 22/05/24/15 | <p>Lengthsman<br/> The appointed Lengthsman had been unwell. Cllrs<br/> agreed to ask him initially to assess and if possible sand<br/> and repaint the bench on<br/> Hazelmoor common and to tidy up the area around Oaks<br/> Bar. A budget of up to £150 was agreed. The<br/> Lengthsman would need to provide a timesheet with their<br/> invoice.</p> | Clerk            |
| 22/05/24/16 | <p>Joint Surgery with SPC Update.<br/> The Clerk advised Salesbury PC had not wanted to wait<br/> until June for a joint surgery and held a surgery on 4<br/> May. They may approach the parish council later in the<br/> year for a larger surgery with other parish councils.</p>  |                  |
| 22/05/24/17 | <p>LCC Update<br/> Cllr Schofield provided an update that covered:</p>   |                  |

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|             | <ul style="list-style-type: none"> <li>• Resurfacing works on the A59</li> <li>• Information that at the LCC Cabinet meeting on 9 May a further 5 million had been added to the 2024-25 Highways budget</li> <li>• A reminder to report highways and footpath issues using the Love Clean Streets app (Cllr Schofield also circulated cards about the app which included a QR code.</li> </ul> |  |
| 22/05/24/18 | RVBC Update<br>Borough Cllr Edge was not present therefore there was no RVBC update.   |  |
| 22/05/24/19 | Bulb Planting<br>Cllr Thompson had obtained prices for various bubs. Daffodils were £25 for 100 and Narcissus £36 for 100 bulbs. The council agreed to obtain as many native bulbs as required using the LCC Biodiversity grant which had that day been circulated. Areas for planting included Beech Close, Oaks bar and Barker Brow.   | Action Clerk to apply for grant and Cllr Thompson to purchase bulbs. |
| 22/05/24/20 | Insurance Review<br>This item was deferred to the next meeting as the renewal information had not been received.   | Clerk  |
| 22/05/24/21 | School CCTV Update<br>Cllr Schiofield and the clerk confirmed that it appeared that Salesbury Parish Council had a budget and/or grants to pay for this. There was possibly no requirement for Clayton le Dale PC to add a contribution. If this changed the council would reconsider.   |  |
| 22/05/24/22 | Date of next meeting & proposed meeting schedule for 2024/25. The council agreed to hold their meetings every other month. Clerk to check hall availability and add to website.<br>As there was no further business the meeting closed at 20.38.   | Clerk.   |