Parish Councillors are summonsed to attend the next Briercliffe with Extwistle Parish Council meeting which will be held on Monday, 18th September 2017 at the Community Centre, Jubilee Street 7:45pm

All members of the public are invited to attend

BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL
A G E N D A
Monday, 18th September2017
7:45pm meeting

Welcome

1. Apologies for absence and reasons given

2. Declarations of Disclosable Pecuniary Interests

2.1 Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting.

3. Formally adjourn the meeting to allow for Public Participation

Briercliffe with Extwistle Parish Council regrets that at the forthcoming Meeting of the Council there will be restricted opportunity for spoken Public Questions. This action is taken on the advice of Solicitors, the Police and Officers of the Borough Council. This will remain in place until we are advised we can return to our usual practice. Any member of the public who has a question is advised to submit this in writing, 3 clear days in advance, to the Clerk and a response will be provided at the meeting and for publication on the web-site where relevant. The Council respectfully reminds residents that any questions referring to specific individuals or Council employees and Councillor Conduct will not be answered as personal information is not in the public domain. Questions at the meeting will be dependent on the Chair's discretion

PUBLIC PARTICIPATION

(a) Calico Proposals Royal Court – if update is available
  a. Calico will be in attendance at the September Meeting
(b) Public questions submitted in advance in writing
(c) Public Questions at the Chair's discretion
(d) Police report
(e) County Council Report
(f) Borough Councillor Reports

4. Formally reconvene the Parish Council Meeting

5. Minutes of the last Parish Council meeting

To approve, as a correct record the minutes of the last Parish Council meeting held on Monday, 17th July 2017.

6. Matters outstanding from the minutes as listed

6.1 Quiet Lane - RF
6.2 Safety Review Haggate to Worsthorne
6.3 Dog Fouling Report - RF
6.4 rats report – RH
6.5 Lease Cost Forest Nursery - SD

7. Clerk's Report including Administration – for information only unless stated

7.1 Aon Letter and Policy

8. Updates/reports – for information only unless previously identified and included on the agenda

8.1 Members of the Council
8.1.1 Community Centre Update
8.2 Website
97 Unique Visitors, 301 Page views
8.4 Heritage Items

9. Finance

9.1 Accounts to be approved for payment

9.1.1	*Clerk Salary*	*£385.89*	SO PAID
9.1.3	*HMRC Clerk Tax July & August*	*£202.10*	*001299*
9.1.4	*Springwood - PAID*	*£30.00*	*001289*
9.1.5	*Smith Sutcliffe – PAID*	*£355.00*	*001290*
9.1.6	*P3 - Paid*	*£254.40*	*001291*
9.1.7	*Greenwoods Aug - PAID*	*£1,812.50*	*001293*
9.1.8	*Kirkwell - PAID*	*£792.50*	*001294*
9.1.9	*FWM - PAID*	*£107.88*	*001295*
9.1.10	*Nu-Age Calendar - PAID*	*£350.00*	*001296*
9.1.11	*A Kelly Flowers - PAID*	*£40.00*	*001297*
9.1.12	*Vantex Plaques – PAID*	*92.40*	*001298*
9.1.13	*Greenwoods Lengthsman PAID*	*£400.00*	*SO*
9.1.14	*Greenwoods Lengthsman Extra hours*	*£190.00*	
9.1.15	*Greenwoods Allotments*	*£465.00*	
	Total	*£655.00*	*001300*
9.1.16	*PWLB – Standing Order*	*£1,096.43*	*SO*

9.2 Income Received see attached Receipts List

9.2.1	Newsletter Adverts	£120.00
9.2.2	Key Deposits	£15.00
9.2.3	Council Owned Garages	£802.38
9.2.4	Calendar Advert	£15.00
9.2.5	Calendars Sold	£15.00
9.2.6	Allotment Rents	£32.00
9.2.7	Bank Interest	£0.08

9.3. Bank Balances to 31st August 2017

▪ Current a/c –	£ 11,123.26
▪ Deposit a/c –	£ 9,220.35
▪ Petty Cash -	£ 66.40
▪ Facebook Boost -	£ 100.00
▪ Garages -	£ 10,647.59
Total	£ 31,157.60

9.4 a) Budget Monitoring Report and Bank reconciliations
b) Petty Cash Report

10. To receive Reports from Committees and consider the Recommendations

10.1 Allotments Committee – Minutes of the meeting held on 4th August 2017
10.2 Planning Committee – to consider applications received referred back from the Committee.
10.3 Finance Committee – Minutes of the meeting held on 21st August 2017 including recommendation to accept the review of policies:

10.3.1 Standing Orders
10.3.2 Financial Regulations
10.3.3 Asset Register
10.3.4 Risk Assessment
10.3.5 Publication Scheme
10.3.6 Effectiveness Of Internal Audit

10.4 Strategic Planning Committee - Minutes of the meeting held on 21st August 2017

11. To receive Reports from working groups – for information only

1. *Planning Working Group (excluding planning applications)*
2. *Community Involvement Working Group*
3. *Lengthsman Working Group*
4. *Finance Working Group*
5. *Strategic Planning Working Group*
6. *Lengthsman Tender Working Group*
7. *Newsletter & Calendar Working Group*

12. Matters identified for future consideration

13. Delegation of urgent decisions needed before the next meeting.

14. **It is proposed that in view of the sensitive and confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

13.1 Allotment Tenant Updates

15. Date of next meeting - The next meeting will be on Monday 16th October 2017.