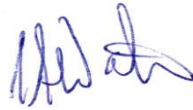


Parish Councillors are summoned to attend a Briercliffe with Extwistle Parish Council meeting which will be held on Tuesday, 18th July 2023 at 7:30pm at the Community Centre, Jubilee Street

Members of the public are invited to attend.



BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL
A G E N D A

Tuesday, 18th July 2023
7:30pm

PLEASE NOTE THE MEETING IS BEING HELD IN THE COMMUNITY CENTRE

Welcome

- 1. Announcements**
 - a. Recording of meetings.
 - b. Chair's Statement on Standing Orders
- 2. Suspension of Standing Order 10a(i) – Amendments to Minutes**
- 3. Apologies for absence and reasons given**
- 4. Declarations of Disclosable Pecuniary Interests**
 - 4.1 Members are invited to declare any Disclosable Pecuniary Interests they have or may have in any matter identified for discussion at the meeting.
- 5. Working Groups and Lead Roles report back**
 - 5.1. Communications Working Group - SW
 - 5.2. Finance Working Group – SW
 - 5.2.1. Access to the Scribe System
 - 5.3. Allotment Lead - PL
 - 5.4. Contractor Lead – BE
 - 5.4.1. Contractor Cost Comparisons
 - 5.4.2. List of non-schedules jobs
 - 5.5. Garages Lead - MG
 - 5.6. Planning Lead – RF
 - 5.6.1. **PAR/2023/0387** - Class Q conversion of an agricultural building to one dwellinghouse and associated operational development. Windle House Farm Halifax Road Briercliffe
 - 5.7. Policy Lead – AD
 - 5.8. Projects Lead - PV
- 6. Updates/reports – for information only unless previously identified and included on the agenda**
 - 6.1 *Members of the Council*
Councillor updates and feedback
- 7. Formally adjourn the meeting to allow for Public Participation**

PUBLIC PARTICIPATION

- (a) Police Report
- (b) Public questions submitted 3 days in advance in writing
- (c) Public Questions at the meeting – each resident may only speak once for a maximum of 3 minutes. Public questions will last a maximum of 15 minutes.

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. The Council respectfully reminds residents that any questions referring to specific individuals or Council employees, Councillor Conduct or legal decisions already taken by the Council will not be answered. Questions at the meeting may not get a response at the meeting and may require a written response later.

- (d) County Councillor Report
- (e) Borough Councillor Reports
- (f) Other Organizations' Reports including Community Centre Update

8. Formally reconvene the Parish Council Meeting

9. Finance

9.1 Accounts to be approved for payment

9.1.1	Clerk Salary	£457.82	SO	Paid
9.1.2	HMRC	£114.44	#001743	
9.1.3	G.S.A. Contractor	£720.00	#001744	
9.1.4	BHIB – Civic Regalia	£29.88	#001745	
9.1.5	Nu-Age Posters	£47.00	#001746	
9.1.6	Briercliffe Community Centre Association	£48.00	#001747	

9.2 Income

9.2.1	Council Owned garages	£524.38		
9.2.2	Bank Interest	£13.25		

9.3. Bank Balances

▪	Current a/c –	£ 18,855.96		
▪	Reserves a/c –	£ 14,034.11		
▪	Petty Cash -	£ 2.01		
▪	Garages -	£ 5,055.17		
	Total	£ 37,947.25		

9.4 a) Budget Monitoring Report and Bank reconciliations

b) Payments and Receipts List

c) Petty Cash Report bring back to £100 £97.99 #001748

10. Minutes of the last Parish Council meeting

- 10.1 Amendments to the Minutes tabled 3 clear days in advance that correct a factual inaccuracy.
- 10.2 To approve, as a correct record the minutes of the Parish Council meeting held on Tuesday, 20th June 2023.

11. Matters outstanding from the minutes as listed

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

13. Updates, Policies and Projects

- 14.1 Grievance Procedure
- 14.2 Appointment to Staffing Committee (3 Members)

14. Date of next meeting - The next meeting Tuesday 19th September 2023 at 7:30pm, the Community Centre, Jubilee Street.