**Kelbrook and Sough Parish Council**

Chairman: C Durance

Clerk:

Email: c.durance@kelbrookandsoughparishcouncil.org.uk

Website: www.kelbrookandsoughparishcouncil.uk

**MINUTES of a meeting of Kelbrook and Sough Parish Council held on Tuesday 14 December 2021 at 7.00pm in the Annex, Kelbrook and Sough Village Hall.**

**AGENDA**

**1. Welcome**

The Chairperson Cllr. Durance welcomed all to the meeting.

**2. Attendance, Apologies and Non-Attendance**

Attendance: J Davies (JD), C Durance (CD), P Maskell (PM), D Mercer (DM) (noted that D Mercer is moving away from the area. another councillor is required)

Apologies: G Wilson

Cllr P Maskell took the chair

**3. Declarations of Interest/s**

Payment to C Durance

**4. Public**

None present

**5. Minutes**

The minutes of the previous meeting held on Wednesday 3 November 2021 were approved – proposed C Durance, seconded P Maskell.

**6. Update on ongoing issues from previous minutes**

 For information only, a verbal update on any matters from the previous minutes.

1. Project plan – Church clock – installation completed. **AGREED** to support light repair if required
2. Project plan - Christmas – completed. **AGREED** to set up consultative group for 2022.
3. Project plan – Platinum Jubilee 2022 – to consult community with a view to supporting initiatives
4. Pendle Primary Schools Free Swimming Initiative 2022/23 **AGREED** to support incl. cost
5. Freedom 0f the Parish – acceptance letter from Ted Fort. A certificate and plaque to be prepared.

**7. Update on items relating to council procedures.**

a) Code of Conduct for Councillors

 b) Social Media Policy – reviewed – **AGREED** to establish ‘handle’ and use account accounts more

c) Dates of meetings 2022 - to be placed in minutes

**8. Police business**

No issues reported

.

**9. Planning: to consider and comment on any planning application received**

**Update Received on:**

Town and Country Planning Act 1990

APPLICATION: 21/0779/FUL

PROPOSAL: Erection of an agricultural building for storage and livestock accommodation

AT: Land off Dotcliffe Rd, Kelbrook

FOR: Adrian Duke

Deasline: 1 November 2021

**10. Update of issues from any other meetings attended**

Verbal update from clerk & councillors on any issues arising from any other meetings attended.

1. West Craven Area 2/11/21
2. Pendle Countryside Access Forum 13/12/21 – JD gave a report of the meeting

**11. Finance**

1. Sough Park – a final notice of the maintenance invoice has been received. **AGREED** to pay although it is unsatisfactory that no detail is provided.
2. Budget 2021/2 – to discuss and approve or otherwise – a preliminary discussion took place. To be determined at the January 2022 meeting
3. AGAR – the accounts for April 2019 to March 2020 were presented, These will now be considered by a local accountant before forwarding to external auditors.

**The following** Bills were presented for payment and **APPROVED**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Chq No** | **Payee** | **Details** | **Amount £ VAT Inc** | **VAT** |
| 022230 | Kelbrook & Sough Village Hall – rent | Rent | 66.00 | 0 |
| 022227 | Pendle Borough Council – Sough Park | Maintenance | 3,500.00 | 0 |
| 022228 | Lighting & Illuminations Ltd | Christmas | 12,324.00 | 2054.00 |
| 022229 | Lengthsman  | Shrub clearance | 50,00 | 0 |
| 022231 | Darwin Brass Band (via CD) | Rememberance | 200,00 | 0 |
| 022232 | Pendle Leisure Trust | Community | 370.56 | 0 |

**12. Communication – nothing to discuss**

**13. Play Area – nothing to discuss**

**14. Lengthsman Report** - Benches – two replacements have been ordered, the Harden Rd bench requires securing, The Colne Rd towards Earby Sough Bus Stop requires repairing/replacing

**15. Neighbourhood Plan -** An update was RECEIVED

**16. Correspondence – AGREED** to approach re removal of parking cone on public road near the church.

**Date & Time of next full meeting**

The next meeting will be held on 18 January 2022 in the Village Hall at 7.00pm.

DATED: 8 January 2021 Clerk:

**KELBROOK AND SOUGH PARISH COUNCIL 2022**

Dates of Meetings

Tuesday 11 January (revised to 18 January)

Tuesday 15 February

Tuesday 8 March

Tuesday 12 April

Further dates to be determined