**Kelbrook and Sough Parish Council**

Chairman: Sharon Ashley

Clerk: Carole Singleton

Email: [clerk@kelbrookandsoughparishcouncil.org.uk](mailto:clerk@kelbrookandsoughparishcouncil.org.uk)

Website: [www.kelbrookandsoughparishcouncil.uk.uk](http://www.kelbrookandsoughparishcouncil.uk.uk)

You are summoned to attend a meeting of the Parish Council to be held on Tuesday 9th January in the annexe of the Kelbrook and Sough Village Hall at 7pm. If you are unable to attend, it is important your apologies and reason is passed to the Chair prior to the meeting.

**AGENDA**

1. **Welcome**

The Chairperson Cllr. Ashley welcomes all to the meeting

**2. Attendance, Apologies and non-attendance**

To record, accept or otherwise attendance, apologies for absence and non-attendance

**3.**  **Declarations of Interest**

Members are reminded of the legal requirements concerning the declaration of interests. Member must declare a disclosable pecuniary interest in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, it is suggested that a Member with a disclosable pecuniary interest leave the room where the meeting is held while and discussion or voting takes place.

**4. Public forum**

Members of the public present to be offered the opportunity to address council on any relevant subject not already on the agenda. Maximum time allotted 10 minutes.

Any questions/comments for Council for items on the agenda to be sent via post/email to the clerk[clerk@kelbrookandsoughparishcouncil.org.uk](mailto:clerk@kelbrookandsoughparishcouncil.org.uk) 24 hours before the meeting

**5.** **Minutes**

To approve minutes from the meeting held on 14th November 2023

**6.** **To examine and approve**

**7. To approve and authorise payment of the following invoices**

**DATE PAYEE INVOICE DETAILS AMOUNT**

**6 10 23 Pendle BC Grounds maintenance Sough Park. 5047.50**

8**. Other Financial Matters**

* + Outstanding invoice for Pendle Borough Council - Invoice no. **5132924 - still owing**
  + Banking and payments

**9. Update of on-going issues from other meetings**

**10. Planning Applications Received**

None received

**11. Police Business**

**12. Updates**

**13. Correspondence**

* + Pendle Primary School free swimming initiative - £425.00

**14. Objectives and actions for 2024**

**15. Affiliated projects, e.g. Neighbour watch**

**16. Road signs top of Main St and bottom of Church Lane to deter HGV vehicles from entering the village unnecessarily**

**17. Setting Kelbrook and Sough precept for 2024/25**

**18. To confirm the date of the next Parish Council Meeting 2024 at 7:00**

CA Singleton

**Clerk and Responsible Financial Officer Dated 2nd January 2024**