

# **Kelbrook and Sough Parish Council**

Chairman: C Durance

Clerk: K Jeffreys

Email: kelbrookandsough@outlook.com

Website: www.kelbrookandsoughparishcouncil.uk

**SUMMONS to a meeting of Kelbrook and Sough Parish Council to be held on Wednesday 6<sup>th</sup> November 2019 at 7.00pm in Kelbrook and Sough Village Hall**

## **AGENDA**

### **1. Welcome**

The Chairman Cllr. Durance 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/s**

Members are reminded of the legal requirements concerning the declaration of interests:

A Member must declare a disclosable pecuniary interest which he/she has 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 any discussion or voting takes place.

### **4. Public**

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 for council to be sent via post/email to the clerk a week before the meeting please.

### **5. Planning**

#### **Applications**

None

#### **Delegated List**

To receive for information purposes the latest list which, if available, has been circulated by email to all councillors.

### **6. Police business**

To report on and forward any issues of concern to the local police team.

### **7. Minutes**

To accept and approve as a true representation the minutes of the previous council meeting held on Wednesday 2<sup>nd</sup> October at 7.00pm.

### **8. Update of ongoing issues from previous minutes**

Verbal update from clerk & councillors on any issues ongoing from previous minutes.

## **9. Update of issues from any other meetings attended**

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

## **10. Finance**

**To consider approve or otherwise the following:**

Bills presented for payment:

<b><u>Chq No</u></b>	<b><u>Payee</u></b>	<b><u>Details</u></b>	<b><u>Amount £ VAT Inc</u></b>	<b><u>VAT</u></b>
22159	K Jeffreys	October Salary	£100.85	£0
22160	HMRC	PAYE	£20.17	£0
22161	Carrostep Print Services	Newsletter	£88.00	£0
22162	C Durance	Bulbs	£55.00	£0
22163	K Jeffreys	Home working expenses	£75.00	£0

## **11. Communication**

Standing item.

## **12. Play Area**

Standing item.

## **13. Lengths man Report**

Standing item.

## **14. Neighbourhood Plan**

Standing item.

## **15. Contribution to Sough Park**

Council to discuss Pendle Borough Council's request for Kelbrook and Sough Parish Council to contribute 100% of the maintenance costs for 2020/21 and the proposal to transfer the memorial garden and bowling green area of the park to Kelbrook and Sough Parish Council.

## **16. Correspondence.**

Any correspondence will have been circulated to all councillors prior to the meeting. Any recently received will be held by the Clerk.

## **Date & Time of next full meeting**

The next meeting will be held on Wednesday 2<sup>nd</sup> December 2019 at 7.00pm in Kelbrook Village Hall.

DATED: 30<sup>th</sup> October 2019

Clerk: K Jeffreys