**Kelbrook and Sough Parish Council**

Chairman: C Durance

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**Minutes of the meeting of Kelbrook and Sough Parish Council held on Wednesday 6 April 2021 via a remote platform in line with the Coronavirus Act 2020**

**AGENDA**

**1. Welcome**

The Chairman Cllr. Durance welcomed all to the meeting.

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

Attending Councillors: C Durance, P Maskell, G Wilson: No apologies

**3. Declarations of Interest/s** - None stated

**4. Public**

Public: J Davies, D Mercer, S Hartley

**5. Planning -** None received

**Delegated List**

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

**To note** deadline for submission to consultation on Pendle Plan by 6/4/21. Comments drawn up by GW and supported by committee

**6. Minutes**

To accept and approve as a true representation the minutes of the previous council meeting held on Wednesday 20 January 2021

**Proposed GW**

**Seconded PM**

**Unanimous: that these minutes are accepted and approved as above.**

The minutes will be signed on the final page and initialled on all other pages by Cllr Durance

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

* K Jeffreys has resigned. A job description etc and advert has been prepared
* AGAR is due – paperwork already prepared
* Meetings – the government is not expected to extend the provisions in the Coronavirus Act and meetings are likely to resume in person
* We need to pick up provisions in relation to Scribe and website
* Agreed to purchase new laptop as the existing one cannot run all our software - **GW**

**8. Update of ongoing issues from previous minutes - none**

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

A verbal update from councillors was made on West Craven Area Committee \_ watwerloo st parking;

**10. Finance**

1. Sough Park – our response remains the same – information requested needs to be supplied by PBC. To note that the charge would be £5,064 in 21/22
2. Grant request from Village Hall - **AGREED** £1,000
3. Update on church clock – work to be carried out shortly JD

**To consider approve or otherwise the following:** Bills presented for payment:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Chq No** | **Payee** | **Details** | **Amount £ VAT Inc** | **VAT** |
|  | EJ Taylor (Neighbourhood Plan) | Consultancy | 9450 |  |
|  | C Durance | Bench | 210 |  |
|  |  |  |  |  |

**11. Communication**  - a newslatter is urgently needed **CD**

**12. Play Area – no udate**

**13. Lengthsman Report**

2021 plan presented (attached to mins)

Discussion took place on rights of way, styles and signs, benches

**14. Neighbourhood Plan**

An up;date was provided incl Upcoming Consultancy, Local Plan Pt 2, character area, green space, cob lane,

**15. Correspondence.**

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

* Nb consultancy on community governance – agreed Council was happy with current arrangements

**16. Applications from potential co-optees** – it was **AGREED** (subject to receiving remaining pen portrait) to co-opt Julie Davies, Drew Mercer, Sue Hartley to the Parish Council,

**Date & Time of next full meeting**

The next meeting will be held on Wednesday 6 May 2021 at 6.30 by zoom.

**DATED: 30 April 2021 Clerk:**

**SIGNED: Chair:**