

# **Kelbrook and Sough Parish Council**

Chairman: P Maskell  
Clerk: Dorothy Parsons  
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**SUMMONS to a meeting of Kelbrook and Sough Parish Council to be held on Tuesday 11th October 2022 at 7.00pm in the Annex, Kelbrook and Sough Village Hall.**

Members of the Public are welcome to attend this meeting. The Parish Council's Filming Policy will be made available.

You are summoned to attend a meeting of the Parish Council, on the above date and time. If you are unable to attend, it is important that your apologies and reason is passed to the Chair prior to the meeting.

## **AGENDA**

### **1. Welcome**

The Chairperson Cllr. Maskell 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. Minutes**

To accept and approve the minutes of the previous meeting held on Tuesday 20<sup>th</sup> September 2022.

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

A verbal update on any matters from the previous minutes.

- a) Project Plan 2022
- b) Bus Shelters - Perspex costings for window. Levelling Up Fund.
- c) Asset Register
- d) Dog Bins – Relocation.
- e) Relationship with Pendle Council –West Craven Area Committee re Pendle providing full plan of contracts. Service Level Agreements from Pendle BC.
- f) Notice Boards – Update from Christine
- g) Scroll for Mr Ted Fort

h) Benches

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

- a) Facebook
- b) Website
- c) Membership of LALC and SLCC
- d) Policies and Procedures – to be reviewed

**8. Police business**

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

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

Road Traffic Regulations at the corner of Church Lane and Colne Road  
Attendance by Jenny Purcell at future Parish Council Meetings

Application Number	Applicant	Location	Proposal	Deadline for comments
22/0633/FUL	YLBD Ltd	Land off Cob Lane and Old Stone Trough Lane Kelbrook	Major erection of 10 dwellings with associated landscaping and infrastructure works	25/10/2022

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

West Craven Committee – 11 October 2022 (no update available)

**11. Finance**

- a) Accounts Report
- b) Internal Auditors Report and Recommendations
- c) External Auditors – AGAR Parts 1 – 3
- d) Asset register policy

**12. Communication**

To receive for information purposes items received since the last meeting.

**13. Play Area**

Annual report received – to be reviewed

**14. Village Improvement Plan**

Update

**15. Rainbow Bench**

To be considered and discussed in detail

16. **Neighbourhood Plan**

Update

17. **Correspondence**

To receive for information purposes items received since the last meeting.

**Date & Time of next full meeting**

The next meeting will be held on 8<sup>th</sup> November 2022 in the Village Hall Annex at 7.00pm.

DATED

Clerk: