

Kelbrook and Sough Parish Council

Chairman: Sharon Ashley

Clerk: Carole Singleton

Email: clerk@kelbrookandsoughparishcouncil.org.uk

Website: www.kelbrookandsoughparishcouncil.org.uk

You are summoned to attend a meeting of the Parish Council to be held on Tuesday 10th October 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 24 hours before the meeting

5. Minutes

To approve minutes from the meeting held on 12th September 2023

6. To examine and approve

- bank statement,
- periodic bank account reconciliation
- budget monitoring report
- Overtime payments for multiple FOI requests

7. To approve and authorise payment of the following invoices

DATE	PAYEE	INVOICE DETAILS	AMOUNT
07.9.23	Pendle BC	Playground inspection report inv. 5131764	78.00
12 9 23	Pendle BC	Cost of elections inv. 5131014	1024.33
24 9 23.	Kelbrook Coatings.	2 bus stops painted inv. 01	600.00

8. Other Financial Matters

- AGAR update,
- Maintenance budgets for 23/24 and 24/25
- First draft of a budget to consider for precept ready for a decision in November
- Financial Risk Assessment

9. Update of on-going issues from other meetings

10. Planning Applications Received

None received

11. Police Business

12.. Updates

- Benches,
- Shelters,
- Xmas trees,
- Noticeboards,
- Planters,
- Phone Box
- Disclosure Log

13. Policy updates

- Data Protection Policy
- Standing Orders
- Complaints

14. Correspondence

15. Asset Register

16. To confirm the date of the next Parish Council Meeting at 7:00 Tuesday 14th November 2023

CA Singleton

2nd October 2023

Clerk and Responsible Financial Officer

Dated