

Kelbrook and Sough Parish Council

Chairman: Sharon Ashley

Clerk: Carole Singleton

Email: clerk@kelbrookandsoughparishcouncil.org.uk

Website: www.kelbrookandsoughparishcouncil.org.uk

Minutes 14th November 2023

1. Welcome

The Chairperson Cllr. Ashley welcomes all to the meeting

2. Attendance, Apologies and non-attendance

In attendance: Chair Ashley, Cllrs Ellis, Elley

Apologies for absence: Cllr Mayers, Galway, Katiff, Slinger

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 a discussion or voting takes place.

None declared

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 11th October 2023

Proposed C Elley, seconded S Ashley

Resolved: accepted as a true record.

6. To examine and approve

- **budget monitoring report**

Resolved: Approved as a true record

- **Overtime payments** Clerk (FOI requests)

Resolved: approved

- **Clerk and Lengthsman 2023/24 pay award**

Resolved: Approved new pay scales and local government approved 2023 pay award, backdated to April 2023 for clerk and lengths man

7. To approve and authorise payment of the following invoices

DATE	PAYEE	INVOICE DETAILS	AMOUNT
14 11 23	Greenbarnes Ltd.	Noticeboards	3,099.13
14 11 23	PKF Littlejohn	AGAR	576.00*
	*Approved once clarified received regarding amount to be paid		
14 11 23	Poppyshop.	Poppies	127.50
14 11 23	Poppy appeal	wreath	27.50
14 11 23.	Stately Lighting	xmas trees and lights	4578.00

Resolved: approved for payment

8. Other Financial Matters

Draft budget to consider for precept

- Playground inspections new charges relate to Sough Park and skate park only, next years charge will be £51.99
- New tools required for Lengthsman. Using donated tools at present- figures amended
- HMRC payments to be included in finance budget for payroll
- 3 quotes for internal audit needed
- External audit - Chair to query the charge for this year. Budget to remain unchanged
- Website increased by 10%
- Village hall - no increase
- Payroll increased £11.50 per payslip
- LALC/SLCC memberships - uplift to £300
- Consumables - no increase
- Training - no increase
- Swimming - £500 to be allocated, to consider how to push for better uptake
- Agreed to top up where necessary from reserves
- Keep an amount for contingencies
- First draft for the setting of the precept budget to be brought to the next meeting in January 2024

9. Update of on-going issues from other meeting

None

10. Planning Applications Received

No planning applications received.

- Planning matters now coming through to the correct clerks email address clerk@kelbrookandsoughparishcouncil.org.uk
- No planning matters have been missed, they have been viewed via the Salterforth parish council emails and forwarded

11. Police Business

- Conversation with Tom for Earby.
 - Earby are looking at buying a camera that records traffic movement and cars speeding.
 - Earby are obtaining one on a trial basis
 - Information and data is recorded,
 - cars doing the anti-social behaviour are reported, This information is then passed to the police
 - Police will then use the times to organise further police attention
 - If effective they will be buying 2 more

- Chairman Ashley to obtain more information from Earby and ask for crime figures to bring back to Kelbrook and Sough

12. Updates

- Notice boards have arrived and with Cllr Ashley
- Cllr Ashley to check for damage during transit
- Coronation benches now with Cllr Ashley
- Happy to work with Darren to get them fitted
- To be placed
- Road safety - Cllr Elley spoken with school
- Trees arrived
- Query with church and electricity. The responsibility for electricity costs lies with the church and this was agreed, however, the church is unable to find the money for the electricity and have reluctantly declined
- To check if they need any help with the star on the church

13. Correspondence

Easyweb price increase, paid via direct debit- 10% increase to take effect from Jan 2024

- **Resolved:** agreed

PBC playground inspections

2016 - 2023 rate £1293 per annum per site (£24.86 per week)

2024 - 2025 rate £1565 per annum per site (£30.10 per week)

- The invoice for weekly playground inspection is for Sough park not Kelbrook and it is included in the invoice sent for maintenance for the whole of Sough park.
- The Kelbrook and Sough Parish Council are requested to authorise PBC spending up to £250 a quarter on repairs if required (our share will be 25 percent so £62.50) this is to stop them having to contact us for each minor repair
- This will be invoiced for work done up to that amount each quarter.

Resolved - agreed

14. To confirm the date of the next Parish Council Meeting 9th January 2024 at 7:00 pm

Chairman Sharon Ashley

Dated

Meeting closed : 19:50