

MINUTES OF GISBURN PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14 MARCH 2018
AT 7.30 PM

Present: John Falshaw (Chair), Colin Corlett, Darren Jackson, Mary Kirby, Dave Waters,
Borough Cllr Richard Sherras, Clerk and one member of the public

APOLOGIES FOR ABSENCE

None

MINUTES OF MEETING OF 08 FEBRUARY 2018

The Minutes of the meeting of 08 February 2018 were accepted as a true record of proceedings at that meeting and duly signed.

DECLARATION OF INTEREST

None

PUBLIC PARTICIPATION

None

FINANCIAL STATEMENT

Current Account	£2,399
Deposit Account	£1,206

The Clerk explained that £1,245 had been received from RVBC on 19 February 2018, a combination of a lengthsman's grant and concurrent functions grant 2016/17. Given that the precept for 2018/19 would also be paid in April 2018 it was agreed to return the £1,500 borrowed from the Skipton BS account as it was no longer required.

ACCOUNTS FOR APPROVAL

Gisburn Parish Council	Return of monies to Skipton BS account	£1,500.00
Mrs C A Holmes	Clerk's salary	£360.00
HMRC	PAYE	£90.00
LALC	Annual subscription	£81.70

YEAR END MATTERS

Risk Assessment 2017/18

The Risk Assessment had been previously circulated and the Clerk advised it was based on the BDO LLP precedent for smaller parish councils. The Register was considered and approved without amendment.

Asset Register 2017/18

The Clerk tabled a draft Asset Register for 2017/18 noting that, following advice from the external auditors last year, the values for the Festival Hall and car park had to remain at their original figures rather than the updated values which had been included in 2016/17. It was suggested that the cones be removed from the list as these had all disappeared. Subject to the above the Asset Register was approved.

Internal Auditor 2017/18

The Clerk advised that the internal audit work for 2016/17 had been carried out, without charge, by an accountant employed by an accountancy firm in Clitheroe. The Clerk further advised that it was necessary to consider the effectiveness of the internal audit process. The review should cover five areas, namely: scope of the internal audit, independence of the internal auditor, competency of the internal auditor, relationships of the auditor to the Council and planning and reporting. It was agreed that the current arrangements for internal audit satisfied the criteria and the previous year's internal auditor should be requested to perform the internal audit again.

CHILDREN'S PLAYGROUND, BURNLEY ROAD

An update was provided on the latest developments regarding the refurbishment of the children's playground. It was noted that the Parish Council would be unable to reclaim the VAT which GPFA had accepted. It was accordingly agreed that, rather than release the monies to the Parish Council to pass over to the GPFA, RVBC should be asked to pay the equipment supplier directly, as this course of action had been originally suggested by RVBC. The S106 Agreement for the release of the monies needed to be signed by the Parish Council and the Clerk was asked to liaise with the appropriate accountant at RVBC to arrange this. It was noted that an opening ceremony for the refurbished playground was planned for May 2018.

PLANNING APPLICATIONS AND MATTERS

3/2018/0129 1 Police Houses, Main St, Gisburn

There were no objections to this application.

HIGHWAYS AND ROAD SAFETY

Dave Waters provided an update on the situation regarding the petition to Lancs Highways for a pedestrian crossing in Gisburn which had been refused. A detailed report on the need for a crossing had been prepared by Dave Waters and it was agreed that the report should be sent to specified individuals at Lancashire County Council, Nigel Evans MP and appropriate publicity also sought via local media.

PARISH LENGTHSMAN

The Clerk advised that the annual quote for grass cutting on the Recreation Ground had been received from RVBC. There was discussion regarding the potential costs and use of gang mowers but it was agreed that the quote from RVBC should be accepted for 2018/19.

BOROUGH COUNCILLOR'S REPORT

Richard Sherras advised that the trial scheme whereby dog dirt could be placed in burgundy bins and collected by RVBC refuse collection service was to be rolled out across the borough.

CORRESPONDENCE

A letter from Nigel Evans MP supporting the campaign for a pedestrian crossing in Gisburn had been received.

Mary Kirby had tendered her resignation from the Parish Council with effect from the Annual Meeting in May 2018. The Clerk reported that the vacancy had to be advertised to coincide with the effective date of resignation so would need to be publicised in late April/early May.

ANY OTHER BUSINESS

Dave Waters reported that RVVHA would be arranging a training event on the GDPR in April 2018 to which representatives of Parish Councils would be invited.

DATE OF NEXT MEETING

Thursday 19 April 2018 at 7.30 pm