

MINUTES OF GISBURN PARISH COUNCIL MEETING
HELD ON THURSDAY 20 MAY 2021
AT 7.30 PM IN THE FESTIVAL HALL, GISBURN

Present: Keith Kirby (Chair), Colin Corlett, Katrina Hartley, Darren Jackson, Jo Smith,
Borough Cllr Sherras, Clerk and two members of the public.

APOLOGIES FOR ABSENCE

None

MINUTES OF MEETING OF 15 APRIL 2021

The Clerk apologised for circulating the incorrect minutes from March 2021 instead of April 2021 and advised the April 2021 Minutes would be circulated for approval next month.

DECLARATION OF INTEREST

None

PUBLIC PARTICIPATION

The two members of the public spoke about planning application 3/2021/0462 which concerned their property. It was agreed that the Parish Council would raise no objections to the application.

FINANCIAL STATEMENT

Current Account (Lloyds)	£5,398
Current Account (Santander)	£4,460
Deposit Account (Santander)	£1,225

It was confirmed that it was intended to merge the two Santander accounts prior to transferring the money to the current account held at Lloyds.

ACCOUNTS FOR APPROVAL

BHIB Ltd	Annual insurance premiums	£305.47
Mr I Woolstencroft	Internal audit fee	£20.00
Information Commissioner	Annual data protection fee	£40.00
Katrina Hartley	Reimbursement for plants/compost	£79.31

YEAR END MATTERS 2020/21

The meeting considered the Annual Governance Statement and agreed that the following summarised matters could all be answered in the affirmative for the year under review, namely

1. the statement of accounts was prepared in accordance with appropriate regulations
2. an adequate system of internal control was maintained
3. there are no matters of actual or potential non-compliance which could have a significant effect on the ability of the council to conduct its affairs

4. there was proper opportunity during the year for the exercise of electors' rights under appropriate regulations
5. a risk assessment has been undertaken
6. an adequate system of internal audit of the council's records was maintained
7. appropriate action has been taken on matters raised in internal and external audit reports
8. the council has considered whether any litigation, liabilities or commitments could have a financial impact on the council

The Annual Governance Statement was accordingly approved by the meeting and Keith Kirby and Cathy Holmes proceeded to sign the Statement as Chair and Clerk respectively.

The Clerk advised that it was necessary for the meeting to approve the accounts for the period ended 31 March 2021. The accounts were duly approved and signed by Keith Kirby and Cathy Holmes as Chairman and Clerk respectively. The Clerk confirmed that the accounts and supporting paperwork had been subject to an internal audit and that the internal auditor had not found any issues to report.

The Clerk explained that Parish Councils where the higher of gross income or gross expenditure was £25,000 or less and met qualifying criteria could certify themselves as exempt from a limited assurance review. It was explained that Gisburn PC could qualify for such an exemption and it was accordingly agreed that the appropriate exemption certificate be signed and returned to the external auditors.

The Clerk advised that the period for public inspection of the accounts could be that specified by the external auditors ie commencing on 14 June for 6 weeks and it was accordingly agreed that this period be adopted and publicised as the period for inspection.

PLANNING APPLICATIONS/LICENSING APPLICATIONS

3/2021/0462 1 Park Road, Gisburn

No objections.

3/2020/1034 Ribblesdale Park, Gisburn

It was noted that the Ribblesdale Park glamping application had still not been determined by Ribble Valley Borough Council. Borough Cllr Sherras advised that the planning officer dealing with the application had been absent from work for some time and another sick note had recently been received.

PARISH LENGTHSMAN

The Clerk advised that the parish lengthsman had not yet submitted an invoice for the work he had been doing in the village since April. It was noted that the grate at the foot of the car park needed clearing and the Clerk agreed to let the lengthsman know.

It was reported that a suggestion had been made that two cherry trees be planted in the beds at the Cenotaph Gardens and it was agreed this was a good idea.

Thanks were expressed to Katrina Hartley, Dave Hewitt and Elaine for their work undertaken in and around the Cenotaph Gardens.

RECREATION GROUND TREES

It was reported that a site meeting had been held on 11 May 2021 involving parish councillors, the Clerk and a prospective contractor.

After consideration of the two quotes received it was agreed that the contract for work required on the Recreation Ground trees be awarded to Ryan Staveley. It was noted that the work would most likely be undertaken in the May half term holidays.

DEFIBRILLATOR/FORMER BT KIOSK

The Clerk advised that the signed contract had not yet been received from BT, nor had a request to pay £1 to transfer ownership. Jo Smith advised the telephone equipment had been removed from the kiosk. The Clerk offered to contact BT to ascertain the latest legal position regarding ownership.

It was agreed that the monies held in the Festival Hall account for purchase of the defibrillator could be transferred to the parish council account in order that a purchase be made. Jo Smith and the Clerk agreed to liaise to sort out the necessary practicalities.

HIGHWAYS AND FOOTPATHS

It was noted that the re-painting of the lines at the mini-roundabout and of the bus stop by Lancashire Highways had still not happened. Colin Corlett reported on a "near miss" accident which had occurred at the mini-roundabout earlier in the week. It was agreed that Lancashire Highways should be chased to re-paint the markings at the roundabout as soon as possible.

It was further reported that the cats' eyes along the A682 to Blacko had been removed and it was suggested that Lancashire Highways be contacted to find out why.

Darren Jackson advised of an accident outside the Deli caused by a vehicle parked on the pavement on the A59 leaving without care or attention. It was agreed that Lancashire Highways be requested to provide bollards on the pavement on the A59 as had previously been provided on the A682 to deter the parking there.

BOROUGH COUNCILLOR'S REPORT

Richard Sherras advised that County Councillor Keith Iddon was no longer Cabinet Member for Highways so a different person would be the contact in future for LCC highways matters.

CORRESPONDENCE

None

ANY OTHER BUSINESS

Issues regarding bins were again raised and it was noted these had all been previously reported to RVBC but nothing further had been heard.

DATE OF NEXT MEETING

Thursday 17 June 2021 at 7.30 pm in the main hall at the Festival Hall