

MINUTES OF GISBURN PARISH COUNCIL MEETING
HELD ON THURSDAY 22 MARCH
AT 7.30 PM

Present: John Falshaw (Chair), Mary Kirby, Peter Ryde, Barrie Tyrer
Clerk

APOLOGIES

Colin Corlett, Borough Cllr Richard Sherras

MINUTES OF MEETING OF 16 FEBRUARY 2012

The Minutes of the meeting of 16 February 2012 were accepted as a true record of proceedings at that meeting and duly signed.

FINANCIAL STATEMENT

Deposit Account	£2,186
Current Account	£2,181
Skipton BS Festival Hall A/C	£9,668

It was confirmed that the Festival Hall had requested a withdrawal of £2,000 from the Skipton BS account and that the current balance was therefore as above.

ACCOUNTS FOR APPROVAL

Mrs J Parkington	(Parish Lengthsmen)	£110.00
LALC	(subscription)	£79.32
Lancs CC	(wall repair)	£141.08
Mrs C A Holmes	(Clerk)	£80.00
Post Office Ltd	(PAYE)	£20.00

YEAR END MATTERS

- a) Annual Risk Assessment
- b) Review of Asset Register

The Clerk advised that it was necessary for the Parish Council to consider both its Asset Register and a Risk Assessment Schedule for the year 2011/12. Both of these documents had been circulated prior to the meeting. After further consideration the meeting duly approved the Asset Register and Risk Assessment Schedule for 2011/12.

- c) Review of Effectiveness of Internal Audit

The Clerk advised that the Parish Council was required to undertake a review of the effectiveness of the internal audit process. The review was to cover five areas, namely: scope of internal audit, independence of the internal auditor, competency of the internal auditor, relationships of the auditor to the Council and planning and reporting. The Clerk outlined what

each of the aforementioned categories covered using a document from the external auditors and the Council discussed each item as required. It was concluded that the current arrangements for undergoing the internal audit were effective.

d) Year End Timetable

The Clerk explained that the Annual Return and supporting information had to be returned to BDO LLP by 11 June 2012. It was hoped to pass the books to the internal auditor during April with a view to the accounts and Return being signed at the May 2012 meeting.

PLANNING APPLICATIONS

Replacement Garage, Ribblesdale House – No Objections

The application to install solar panels on Sycamore Bungalows had been refused by RVBC and it was agreed that a letter expressing the Parish Council's disappointment at this decision be sent to RVBC.

PARISH LENGTHSMAN

The Parish Lengthsmen had submitted their worksheet for March 2012 which totalled £110.00 and the work undertaken was noted. The proposal to plant cherry trees to replace the trees currently bordering Burnley Road was noted and it was agreed it should be sent to the Hindley estate for their opinion. It was also noted that it had originally been suggested to plant new trees and allow these to become established, if possible, before removing the existing trees. The removal of grass and vegetation cuttings was discussed and it was suggested that 4-6 compost bins be obtained from RVBC or, if this was not possible, a purpose-built compost area be constructed in a suitable location.

DIAMOND JUBILEE JUNE 2012

It was agreed that the Parish Council would purchase 110 commemorative ceramic mugs for the Gisburn Primary School children. Appropriate wording on the mugs was agreed and one of the three specified designs chosen. It was agreed to also order polypacking for presentation.

CORRESPONDENCE

The Agreement for the cutting of the Recreation Area grass by RVBC for 2012/13 had been received and it was agreed that the quotation was acceptable and could be returned.

The Clerk advised that a letter had been received from RVBC requesting details of the lengthsmen's work in order to be considered for a grant for 2012/13 and that details were required by 31 May 2012.

Letters had been received from Nigel Evans MP and John Heap, Director of Community Services at RVBC regarding the closure of the Gisburn public toilets. It was noted that if suitable proposals regarding the cleaning of the toilets, at no cost to RVBC, could be implemented then the Council could reconsider the closure.

ANY OTHER BUSINESS

Barrie Tyrer advised that he was shortly moving from Gisburn and did not know how this would affect his position as a Parish Councillor. It was agreed to approach RVBC for advice on the situation.

It was suggested that an approach to Lancs CC be made regarding the erection of posts on the verge opposite the 77 Garage to discourage parking and inappropriate driving, both of which were damaging the verge.

DATE OF NEXT MEETING

Parish Council Meeting Thursday 19 April 2012 at 7.30 pm