

MINUTES OF CLAUGHTON ON BROCK PARISH COUNCIL MEETING

**8th July 2024, 7:30pm
Held at Cloughton Memorial Hall**

30/24. PRESENT

Councillor F.J. Fitzherbert-Brockholes – Chairman
Councillor E. Leach
Councillor R. Clark
Councillor R. T. Eccles
J.E. Hallas – Clerk (Retiring)
A.Nicholls _ Clerk (New)
Councillor S. Turner – LCC
Councillor D. Swift – Wyre

31/24 APOLOGIES

Councillor D. Bolton – Wyre

32/24.. DECLARATION OF INTERESTS

Councillors were asked to disclose any interests on matters to be considered at this meeting and reminded to up-date changes in their interests within 28 days.

The Chairman declared a conflict of interest in both planning applications for Council's consideration as the applicant is his nephew. He therefore abstained from the discussion and resolution of these matters.

33/24. MINUTES OF THE PREVIOUS MEETING

Resolved: The minutes of the extraordinary meeting held on 13th June 2024 and the last quarterly meeting 17th April 2024 were agreed and signed by the Chairman

34/24. PUBLIC PARTICIPATION

A resident attended the meeting to discuss concerns about Braeden Pony Trekking Stables and the K9 Doggy Day Care Centre – Bleasdale Lane, Cloughton on Brock

35/24. COUNCILLORS REPORTS

36/24. APPOINTMENT OF NEW CLERK

Angela Nicholls started 1st July 2024

Salary will be NALC pay scale point 23 @ £16.78 per hour.

The Hours will be 7 per week. (An additional hour due to additional tasks)

The salary due monthly and working from home allowance of £26.00 per (free of tax) will be paid calendar monthly.

For the month of July two clerks will be paid for the handover period

37/24. PLANNING APPLICATIONS

Application Number: 24/00526/FUL

Proposal: Respective installation of biomass boiler within outbuilding with external flue

Location: Claughton House May Lane

No Objections

Application Number: 24/00527/LBC

Proposal: Listed Building Consent for respective installation of biomass boiler within outbuilding with external flue

Location: Claughton House May Lane

No Objections

38/24 Report on correspondence with Leader Wyre Council (Michael Vincent)

Progress with relevant enforcement actions relating to Breaden Stables, K9 Kingdom and other adjacent businesses reported to be operating at this site was discussed.

It was resolved the Clerk would write to Michael Vincent to ascertain progress and obtain an action plan with agreed dates

39/24 FINANCE

Bank reconciliation to 30th JUNE 2024

Accounts, bank reconciliation, to 30th JUNE 2024

Hard copies delivered; Councillors are asked to scrutinise these documents.

Councillors are asked to consider the following payments and receipts ;

Standing Orders and Direct Debits

Easy Web Sites £ 34.32 April 2024

Easy Web Sites £ 34.32 May 2024

Easy Web Sites £ 34.32 June 2024

Gaskells £ 63.98 April 2024

Gaskells £ 68.52 May 2024

Gaskells £ 68.52 June 2024

04/04/2024	Precept from Wyre Council	34877.35
04/04/2024	Claughton Memorial Village Hall Business Rates	128.24
04/04/2024	Clerks Salary and Work from home allowance	365.00
11/04/2024	Reimburse the Clerk for paying HMRC PAYE for Jan, Feb and March 2024	254.20
16/04/2024	VAT refunded by HMRC	335.61
16/04/2024	LALC Annual subscription	208.63
22/04/2024	Towers + Gornall Accs Fees Jan, Feb, March 2024	70.80
01/05/2024	Lengthsman's Account for April 2024 (Claughton only)	828.00
10/05/2024	Clerks Salary and Work from home allowance	365.20
22/05/2024	Donation to North West Ambulance Charity for CMVH Defibrillator Battery	89.00
31/05/2024	Lengthsman's Account for May 2024 (Claughton only)	936.00
31/05/2024	Annual Insurance Renewal for Parish Council	280.57

03/06/2024	Clerks Salary and Work from home allowance	365.00
28/06/2024	Lengthsman's Account for June 2024 (Claughton only)	900.00
28/06/2024	Reimburse the Clerk for paying HMRC PAYE for April, May and June 2024	254.20
01/07/2024	Payment to CMVH for rental of Hall for Election Husting Event	45.00

Income donation

It was agreed the £300 from NorthWest Rally which will be used to cover the cost of the Hustings and Hall Rental.

Councillors scrutinised and agreed to the accounts

Lloyds bank classic account change of signatures –

The removal of John Hallas and addition of Angela Nicholls was approved

Consider additional signatures needed following the resignations of Cllrs Dewhurst and Gornall (both can still authorise cheques .

Online banking

Once the changes to existing account are complete it was agreed to move to online banking.

40/24 Asset list

Parish Councils must maintain an asset register to ensure fixed assets are appropriately safeguarded. Once recorded on the asset register at acquisition cost, the value of assets must not change from year to year until disposal. Concepts of depreciation and impairment adjustments are not appropriate for local councils.

It was agreed to adjust the last annual return when the assets were depreciated back to the acquisition cost.

The Parish laptop and printer was transferred to the new Clerk

41/24 To update the progress on the Parish Council noticeboard and the procurement process.

42/24 New Parish Councillor

Steve Watt was coopted on to the Parish Council

43/24 Other issues for discussion

Meeting closed 9:15pm The next meeting will be held on Monday 14th October 2024 7:30pm