

DRAFT Thornley with Wheatley Parish Council

Minutes of the Parish Council Meeting held on Monday 13 May 2024 commencing at 7.45 pm at Thornley Old School, Thornley with Wheatley

Present: Mr M Hayhurst (Chairman)
Mrs C Ansbro (Clerk)
Mrs G Airey (Responsible Financial Officer)
Mr P Hallett (Vice-Chairman)
Mr H Roper

In Attendance: Three Members of the Parish

24.5.01 Apologies for Absence

There were no Apologies for absence.

24.5.02 Declarations of Interest

There were no declarations of interest.

24.5.03 Appointment to Roles

The following Appointments were proposed and seconded

Mr M Hayhurst	-	Chairman
Mr P Hallett	-	Vice-Chairman
Mrs G Airey	-	Responsible Financial Officer

24.5.04 Minutes of the Parish Council meeting held on 19 February 2024

The Minutes of the meeting held on 19 February 2024 were approved and signed by the Chairman.

24.5.05 Clerk's Report

The information provided in the Clerk's Report was noted.

24.5.06 Accounts

- a) **Transaction Statement from 1/04/2023 to 31/03/2024 and Excel Spreadsheet from January 2024 to end March 2024 and from April 2024 to-date showing details**

The Transaction Statement and Spreadsheets were reviewed and agreed as correct. The Chairman signed the appropriate section of the Statement and Mr Hallett signed

the supporting Spreadsheets. Mrs Airey explained that she had reactivated the PC's Business Reserve Account and transferred £6,000 which as at 30 April 2024 had received £5.01 in interest.

As the next meeting of the PC is scheduled to be held in August 2024 Councillors have an agreement to allow delegated powers to the RFO/Clerk to approve any urgent payments and to the Chairman to deal with any urgent items of business, all of which would be reported at the next meeting.

b) End of Year Receipt and Payments Account 2023/2024

The End of Year Account was reviewed and signed off by the Chairman and RFO.

c) Invoices for signature

The Chairman checked and signed off two invoices that had been paid prior to the meeting relating to the subscription to the Lancashire Association of Local Councils and the PC's insurance renewal with Zurich. He also approved and signed for payment the invoice for the hire charge for the School for this evening's meeting.

d) Review of Asset Register

The Asset Register was reviewed. No new items have been added.

24.5.07 Annual Governance and Accountability Return 2023/2024 (AGAR)

a) Certificate of Exemption – it was agreed that the PC wished to certify itself as exempt from a limited assurance review and the Certificate of Exemption form was signed by the Chairman and RFO for return to the External Auditors

Action - Parish Clerk

b) Annual Internal Audit Report 2023/24 – there were no issues of concern raised in the Report

c) Annual Governance Statement 2023/24 – the Annual Governance Statement was approved and signed by the Chairman and Clerk

d) Accounting Statements 2023/24 – the Accounting Statements prepared by and signed by the RFO were approved by the PC and signed by the Chairman.

e) Notice of period for the exercise of public rights – the proforma had been completed and would be published on the PC's website and on the PC's noticeboard. The period of public rights to review documents would run from Monday 3 June 2024 to Friday 12 July 2024.

Action - Parish Clerk

f) As (b) above.

Completed documents would be posted on the PC's Website

Action - Parish Clerk

24.5.08 Recommendations from the Working Group regarding support for the development of Thornley School

The Working Group which met on 25 March 2024 had considered how the Parish Council could further support Thornley Community Space in continuing to refurbish/develop Thornley School. It had concluded that it would recommend that the

PC continues to support the Charity in its endeavours to raise funding for further improvement of the School building to offer a better environment for current and new users. The PC supported this recommendation and a figure of up to £3,500 was felt appropriate towards the cost of installing a heating system.

RESOLVED - to ask Community Space to update the PC on progress with the decision on the form of heating system it was hoping to install together with estimate of cost.

Action - **Parish Clerk**

24.5.09 Giant Redwood Tree Planting Scheme

The PC had been made aware of a tree planting initiative to celebrate Ribble Valley Borough Council's 50th anniversary since it came into being following the re-organisation of local government in April 1974. Parish Councils were being offered one Redwood Tree for planting on land owned either by the Parish Council or RVBC or if suitable land is not available private land would be considered with the land owner's permission. Redwood trees were once native to this country but are now an endangered species. The PC considered that a Redwood Tree sapling could be sited in a suitable area on its land surrounding Thornley School and would therefore like to take up the offer.

RESOLVED – to contact the Countryside Tree Officer to confirm the PC would like to take up the offer of a Redwood Tree sapling.

Action - **Parish Clerk**

24.5.10 Bins for Dog Waste

The Chairman explained that when he was strimming the grass around the PC's bench at Tile Kiln Corner he had to deal with dog waste that had not been disposed of properly. Following discussion it was agreed to make enquiries regarding the purchase of appropriate bins for dog waste and to check with RVBC whether any bin purchased by the PC would be emptied via the Borough Council's waste collection service.

RESOLVED - to make enquiries regarding the purchase of appropriate bins for dog waste and to check with RVBC whether any bin purchased by the PC would be emptied via the Borough Council's waste collection service.

Action - **Chairman/Parish Clerk**

24.5.11 Parish Councils' Liaison Committee draft Minutes of meeting held on 11 April 2024

The Minutes of the meeting on 11 April 2024 were noted.

24.5.12 Planning Applications and any updates

- a) Amended information – Change of use of land for the siting of 2 shepherd's huts for use as holiday accommodation and accommodation for inhouse cooking courses – Forty Acre Farm No 3/2023/0959
- b) Proposed agricultural building on land adjacent to Seven Acre Bungalow No 3/2023/0878 resubmission of application 3/2023/0355

The above applications had been considered by Councillors and comments sent to the Clerk via email in order to meet the consultation timescales. No objections were raised in respect of application a). In respect of application b) one Councillor felt that the size of the building seemed excessive for the purpose indicated in the planning statement. RVBC had been notified of the PC's comments. Applications have been put on the Agenda in order to record the action taken.

It was subsequently noted that application b) had been withdrawn.

24.5.13 Matters for the PC to consider following the Annual Parish Meeting

Further to discussion at the Annual Parish Meeting which took place prior to the PC meeting it was agreed that the PC would explore whether a traffic safety audit could be undertaken on Chipping Road and the feasibility of a "concealed entrance" road sign being erected on the blind bend near Thornley School.

RESOLVED - the PC to explore whether a traffic safety audit could be undertaken on Chipping Road and the feasibility of a "concealed entrance" or "sharp bend" road sign being erected on the blind bend near Thornley School.

Action - Parish Clerk

24.5.14 Date and Time of next meeting

It was agreed that the next meeting would be held on Monday 19 August 2024 commencing at 7 pm at Thornley Old School

The meeting closed at 8.25 pm.

Signed _____ Date _____