

## **CLITHEROE TOWN COUNCIL**

**Minutes of the Town Council meeting held on Monday 22 October 2018**

**PRESENT:- The Town Mayor, Councillor Pam Dowson, in the Chair  
The Deputy Town Mayor, Councillor Stewart Fletcher  
Councillors Ian Brown, Maureen Fenton, Kerry Fletcher, Mark French,  
Allan Knox, Mary Robinson, Paul Robinson and the Town Clerk**

### **56.18 APOLOGIES FOR ABSENCE**

**An apology for absence, together with a reason, had been received from Councillor Sue Knox.**

### **57.18 PUBLIC PARTICIPATION**

**There was no public participation.**

### **58.18 DECLARATIONS OF INTEREST**

**None.**

### **59.18 MAYORAL COMMUNICATIONS**

**Details of official duties undertaken by the Town Mayor and Deputy Town Mayor since the last Town Council meeting were submitted for information.**

### **60.18 MINUTES**

**The minutes of the Town Council meeting held on 03 September 2018 were approved and signed.**

### **61.18 PLANNING APPLICATIONS**

**Consideration was given to planning applications received for the weeks ending 28 September 2018, 05 October, 12 October and 19 October 2018.**

### **RESOLVED:**

- 1. That no objections be raised to the following applications:-  
3/2018/0855,0886,0896, 0918.**

2. That Ribble Valley Borough Council be informed that the Town Council objects to application 3/2018/0919 on the grounds of over-intensive development of the location.

#### **62.18 AUDIT OF ACCOUNTS 2017/18**

The Town Clerk advised of documentation received from the external auditors, PKF Littlejohn LLP, following submission of the Annual Return in June 2018. The external auditors had advised that they had not yet concluded their review and appropriate documentation to this effect had been enclosed for display. The Town Clerk reported that Clitheroe Town Council was not alone in receiving this letter from the external auditors and the reasons for the delay probably related to the external auditors, who were new to the audit contract, rather than local councils.

#### **63.18 MAYOR OF CLITHEROE WELFARE FUND**

The Town Clerk submitted a spreadsheet showing the balances, income and expenditure of the Mayor of Clitheroe Welfare Fund for the period March 2017 to August 2018.

#### **64.18 ACCOUNTS PAID – SEPTEMBER 2018/ACCOUNT BALANCES AS OF 30 SEPTEMBER 2018**

The Town Clerk submitted details of accounts paid during September 2018 noting in particular that the first part of the annual grant to Roefield Leisure had been paid with the second part due in March 2018.

The Town Clerk also submitted details of the account balances as of 30 September 2018 which were noted.

#### **RESOLVED:**

That the accounts paid during September 2018, details of which were specified, be approved.  
That the account balances as of 30 September 2018 be noted.

#### **65.18 PARISH LENGTHSMAN'S REPORTS**

The Parish Lengthsman's General Report, Play Areas Report and Allotments' Report for September 2018 were considered.

The Town Clerk advised that the Hayhurst St fence had been replaced and the invoice received. The Allotments Manager had advised that some further work was required at the Hayhurst St site but that he might be able to carry out the work himself. The Town Clerk advised that it was intended to hold a meeting of the Allotments Committee in the near future to discuss a number of issues which had arisen.

The meeting closed at 7.25 pm.

Signed: .....  
Chair

