

**Minutes of the Meeting of the Barrowford Parish Council
Held at the Council Offices, 55 Gisburn Road Barrowford
On Wednesday, the 18th April 2012**

Present

Cllr. J. Pope – Chairman in the Chair
Parish Councillors

B. Norcross	P. Maltby	A. Stringer	S. Nike	T. Titchiner
A. Vickerman	E. Jackson	A. Holgate	R. Oliver	

PCSO I. Hartley

- 1. Declaration of Interest:** None
- 2. Apologies:** Cllrs: J. Begley, L. Crossley .
- 3. Minutes of the Meeting of the Council 21st March 2012:** Copies having been previously circulated.
It was resolved: That the minutes of the Meeting held 21st March 2012 be approved as a correct record.
- 4. Minutes of the Meeting of the General Purposes Committee Held 7th March 2012:** Copies having been previously circulated.
It was resolved: That the minutes of the General Purposes Committee held 7th March 2012 be noted.
- 5. Crime, Disorder & Community Safety Matters:** PCSO I. Hartley gave a break down of the crime figures for the previous month and reported that the figure was down on the corresponding period last year.

6. Planning & Highway Matters:

Number		Comments
13/12/0106P	Full: Erection of a second floor extension to the rear. 7a Gladstone Terrace Barrowford Nelson BB9 8NL	No Objection:
13/11/0547P	Erection of a domestic first floor side extension. 22 Whitycroft Drive Barrowford Nelson BB9 6AS	No Objection:
13/12/0138P	Full: Demolition of existing side extension and outbuildings; erection of two storey extension to side and garage/swimming pool building. Rosehill House Carr Hall Road Barrowford	No Objection in principle: but the Council feel that the carbon footprint of such a large extension should be

Approved as a Correct Record.....Chairman

13/12/0139P	Nelson Conservation Area Consent: Demolish outbuildings. Rosehill House Carr Hall Road Barrowford Nelson	offset by the use of green technology particularly in the heating and lighting of the swimming pool. No Objection in principle: as long as the materials used blend with existing buildings within the Conservation Area.
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7. Correspondence: A written report had been previously circulated.
It was Resolved: That the report be noted.

8. Financial Matters: An outturn for March 2012 and a Reconciled Year End Outturn for March 2012 and the payments schedule for April 2012 having been previously circulated.

It was Resolved:

- a. That Virements highlighted be approved and the Outturn and Reconciled Year End Outturn for March 2012 be noted.
- b. That payments for April of £29,827.90 be made.

Payments April 2012

To Whom Paid	Total
Dales Renewables	8529.17
Dales Contracts Ltd.	11347.88
Bridge Street Stone	1220.22
3B Computers	26.99
Petty Cash Float	100.00
Friends of Holmefield House	500.00
LALC	474.55
Trade Uk	1141.44
Option Hygiene	16.20
Keyline	412.37
JB Barnes	280.53
United Utilities	17.55
LED Electrical Ltd.	178.66
Copifax	113.52
David Tatham	852.00
GM Electrical	890.00
D. Lewin	51.00
I. Lord	155.94
Wages & Salaries	3619.88
Total	£29,827.90

9. Parish & town Council Audit Requirements 2011-12:

It was Resolved:

- 1. To appoint Mr. Pickering as the Councils Internal Auditor for 2011-12.
- 2. To approve the fee for the 2011-12 Internal Audit.
- 3. To adopt the Internal Audit Terms of Reference as part of the 2011-12 audit procedure.

Approved as a Correct Record.....Chairman

4. To adopt the Internal Control and Suggested Testing document as part of the 2011-12 audit procedure.
 5. To adopt the Effectiveness of Internal Audit document as part of the 2011-12 audit procedure.
 6. To adopt the reviewed Councils Risk Management Policy Statement for 2011-12 as part of the procedures of the Council.
 7. To adopt the Councils Risk Management Register for 2011-12
 8. To adopt the Councils Asset Register as of 31st March 2012 as part of the 2011-12 audit procedure.
 9. To arrange for the Admin Review Working Group to carry out a four year review of the year end procedures prior to the 2012-13 year end.
- 10. Reports from Working Groups:** It was decided that the next meeting of the Holmefield House Working Group would take place on Tuesday 24th April 2012 in the Council Offices.
- 11. Report of the Clerk:** The Clerk gave a brief update regarding Holmefield House and the Luncheon Club and the need for publicity promoting the Luncheon Club.
- 12. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Pope gave a verbal report on the meeting.
- 13. To Receive Reports from Other Bodies:** Nothing to Report.
- 14. Date, time & place of the next meeting:** *The next meeting of the Council will be the AGM and will be held Wednesday the 16th May 2012 starting at 7pm and held at 55 Gisburn Road Barrowford.*

Approved as a Correct Record.....Chairman