

## DUTTON PARISH COUNCIL

Minutes of the meeting of Dutton Parish Council, held at Dutton Hall, on Wednesday 26<sup>th</sup> May 2021

**Present:** Councillors J Hargreaves, M Collinge, A Forrest, W R Holden, E. Parker, A. H Penny and M Whalley . Clerk Mrs C Penny

### 2105.1. Election of Chairman: J Hargreaves

Proposed M Whalley Sec A Forrest all Councillors were in favour.

### Election of Vice – Chairman: M Collinge

Proposed A. H Penny Sec E. Parker all Councillors were in favour

### 2105.2. Apologies for Absence: All Councillors were present

**2105.3. The minutes of the Council meeting held on 22<sup>nd</sup> March 2021** were approved by the meeting and signed by the Chairman

### 2105.4. To consider Matters Arising from Minutes

**2103.3a** The clerk advised that she had not made any progress in investigating a new bank account but would hope to do so by the next meeting.

### 2105.5. Planning Applications

Application 3/2021/0440 Dutton Manor Mill, Clitheroe Rd PR3 2YT considered between meetings and a letter sent to RVBC. See also correspondence, application to be re-submitted.

### 2105.6. Finance : i The Accounts for year end 31<sup>st</sup> March 2021 were presented by the clerk.

**a) Certificate of Exemption** The Parish has a turnover of less than £25K and hence signed a Certificate of Exemption from a full audit.

**b) Annual internal Audit Report.** Mrs Judith Turner has found no problems the paper work is still due to be completed due to Gallows Lane being closed the week prior to this meeting.

**c) Section 1 of Annual return – Annual Governance statement** was completed and signed by the Chairman and the Clerk

**d) Section 2 of Annual return – Annual Accounting statement 2018/19** The Parish Accounts for the year ended 31<sup>st</sup> March 2021 were approved by the Council and signed by the Chairman and the clerk.

**ii) LALC invoice** This had been approved by the Council and a cheque sent to the value of £48.36

### 2105.7 Reports from outside Committees and Election of representatives for 2021/2022

**Parish Council Liaison Cmttee:** Cllr Hargreaves was willing to represent the Council again on this committee and was unanimously elected by the Council

**Knowle Green Village Hall:** Cllr Whalley was willing to continue representing the Parish Council on this committee and was unanimously elected.

Cllr Whalley reported that a new Chairman and Secretary have been appointed and the hall has obtained two grants totally about £27,000 due to not being able to open during covid, these have helped enormously. The Hall is hoping to be able to have private bookings soon.

**LALC** Cllr Collinge was willing to represent the Council and was unanimously elected.

### 2105.8. Correspondence

**a) BPMRT** Thank you received by email

**b) Ribble Valley CAB** Thank you received by email

**c) Vikki Wood** by email regarding planning application 3/2021/0440 read to the Council

**d) Tim Brown** planning consultant by email re app 3/2021/0440 advising of re-submission of plans

### 2105.9. Other matters brought to the Council Meeting

**a)** Discussion was had regarding a possible requirement to re-site the Parish Notice Board with building work happening at Dutton Manor Mill where the board currently is located. The land at the top of Gallows Lane where the recently removed telephone box was, was suggested.

**b) Cllr Forrest** advised that having moved out of the Parish he felt he should resign from the Parish Council and the clerk was asked to publish a notice of Casual Vacancy and advise RVBC. Cllr Forrest was thanked for his input over the time he had been on the Council and his resignation was understood but regretted.

**2105.10. Date of next meeting** was arranged for Wed 30<sup>th</sup> June at 7.30pm at Dutton Hall, Gallows Lane. With zoom link possible if councillors are unable to attend in person