

Simonstone Parish Council

Parish Council Meeting

held at 7.00 pm on 10th March 2022.

St Peters Church School Hall

Minutes

Attendances :- Cllrs. David Peat, Robert McKelvey, Clifton Pollard, Elisa Hargreaves, John Barker, Jacqueline Hampson, Stephen Finn. the newly appointed replacement Parish Clerk .

Apologies;- Graham Meloy

43. **Minutes of the meeting** dated 10th February 2022

It was resolved to approve the minutes

44. **Public Participation** (members of the public are invited to raise matters of concern, time limit of 3minutes per item/person.) none

45. **Declaration of Pecuniary and non-Pecuniary Interests. – None Pecuniary;** Martholme Greenway Cllrs. Barker, Hargreaves, Pollard, RSVH Cllr. McKelvey, Chairman's allowance Cllr. Peat

46. **Report by Sub Committee on Appointment of Clerk**

a) **The Chairman introduced** April Louis Collinson who was appointed as the successor to the current Parish Clerk for Simonstone on his retirement, at the Parish Council Annual General Meeting.

b) **A Contract of employment** had been forwarded to Ms Collinson for signing and to be returned to the Chairman.

c) **The starting date** of her employment is the 21st March. Her initial duties are to shadow the current Clerk until she takes over the full duties at the AGM.

d) **Appointment of Bank signatories.**

It was resolved that April Louis Collinson become a bank signatory for Simonstone Parish Council as Parish Clerk.

e) **That a contract of employment** was be drawn up by RVBC HR Department, and signed by the Chairman of the PC and Mrs Collinson.

f) **A Hand over document is** to be drawn up by in consultation of all members The Parish Clerk and Ms Collinson.

g) **Letter to RVBC HR** section for their assistance in making the appointment thanks to the Michelle Smith and her team who assisted in the recruitment of the Parish Clerk.

It was resolved to approve the above items

47. **District Councillor's** Social Media report

- a) **Procedure of for raising of matters of interest** by Parish Councilors. In the light of concerns expressed at the recent meeting it appeared that there was a misunderstanding how a members raise matters of concern for discussion on behalf of a member of the public or themselves

File

- (a) need Either email or write to the Parish Clerk giving details of the matter that to be attended to.
- (b) The Clerk will report the matter to the Chairman after discussing the matter with the councilor and or member of the public to gain knowledge and nature of the matter.
- (c) The Clerk may address and deal with the matter to achieve a satisfactory outcome, by directly taking a simple solution ie. reporting a fault in the infrastructure to the responsible authority.
- (d) If the matter is a Parish Council responsibility the Clerk may report the matter Chairman, for guidance, an may include on the agenda of next Parish Council Meeting, (it is helpful if a member can give 14 days notice so that a report can be written to having been investigated which can be distributed with the agenda. (posted 7days before the meeting, or if emailed 4days before the meeting giving 3 full working days, for members to make own investigation of the subject matter before the meeting. If the member is aware name the person who raised the matter it is not advisable to make the name public.

It was resolved to approve the above guidance.

48. **Read and Simonstone Environment Society** Extend an invitation to a member to join f the request that Simonstone become an “**Environmentally Friendly Village**” Progress report create a community garden
It was resolved to note the above

49. **Cllr. Barker to updated the Council on;-**

- a) **Face book.** Concerns were expressed that some erroneous contents had been placed on Facebook . It was suggested that Members should report any comments that were offensive or untrue and they should be brought to the attention of the Parish Clerk (the Council’s Legal Officer) in the first instance who will discuss matter with the Chairman to decide on a course of action to remedy the situation. eg Respond to the comment by enlightening the correspondent with the truth, which the normal practice way on facebook once an agreed course of action has been decided upon with the facebook monitor concerned .after monitor in consultation with the Clerk the so that the matter. Can or be brought to the earliest Parish Council meeting for members to discuss and consider further comment or report the matter to RVBC Monitoring Officer who can advise the Parish Council on what the most appropriate action to take.

It was resolved to approve the minute.

- b) **Martholme Greenway.** construction of the dry stone walling at the eastern

end of the greenway was continuing and a successful meeting was held with Nigel Evans, Sarah Britcliffe MPS who were supporting the project.

It was resolved to note the report .

50. **RSVH Cllr. McKelvey** reported that there was an increase in day time use of the hall with a Craft Cub and Yoga session which was welcomed and work on the Car park is expected to be completed in April.

It was resolved to note the report.

File no 975

51. **Platinum Celebration Commemoration:** Cllr Pollard reported that he had had discussions with both the Lengthsman and the Clerk of Sabden Parish Council and it had been agreed that the work should be completed by the end of April and would be paid for via the Annual Lengthsman charge, which will increase in charges as reported at the February PC meeting. A Letter of thanks be sent to Friendship News for their help in developing the Project

It was resolved to approve the report.

52. PLANNING

- (a) **Parish Plan;** Cllrs Hampson and Hargreaves to reported progress on developing the plan to date the Clerk was requested to forward to members the list of Questions sent out for the original Plan so that they can be forwarded to member to review them, add, to replace them to any comments which would be the basis to the replacement plan. Member were requested to let the Clerk have their comments by the 7th April so that the results can be corroborated for discussion for the Parish Council meeting on the 14th April .

It was resolved to send a letter of thanks Cllr Hampson's team for their assistance.

Planning Application No: 3/2022/0205	Sarah Heppell 01200 425111	Grid Ref: 377691 434428
Address	Beck Top Clough Lane Simonstone Lancashire BB12 7HW	
Development	single storey games room and gym extension to the	
Parish Council	No objection to the application	

53. Finance

- a) **Grant request** –RSVH – Coun. Peat to report. NA.
- b) **LCC – A Grant** towards the purchase of a Traffic mirror has been returned to the County Council's Parish Champion with an explanation of the reason for its return.

It was resolved to note the report

54. Payment of accounts

(i) D Peat	Chairman's allowance 2021-2022	£160
(ii) D Peat	Chairman's allowance 2020-2021	£160
(iii) IR Hirst	Salary	£539.68
(iv) HMRC	Clerk' Tax	£134.80

(v) IR Hirst	Expenses	£190.05
(vi) RSVH	Room Hire	£20.00

It was resolved to pay the above accounts

Date of the next Parish Council Meeting: 14th April 2022 at 7pm.
Members of the Public are welcome to attend Parish Council Meetings.

Chairman's Signature.....