

MINUTES OF THE FIRST ANNUAL MEETING OF THE PARISH COUNCIL OF TRAWDEN FOREST
HELD AT THE COMMUNITY CENTRE, TRAWDEN
ON 14th MAY, 1987

PRESENT -

Councillors -

David Bleasdale
Karen A. Galvin
John B. Hodgson

David Robertson
Beverley A. Robinson

Freda M. Stone
Mary A. Waterworth

ELECTION OF CHAIRMAN

The Council proceeded to the election of a Chairman in conformity with the provisions of Section 15 of the Local Government Act, 1972, and, following the nomination of Councillor John B. Hodgson, on a show of hands it was -

RESOLVED - That Councillor John B. Hodgson be hereby elected Chairman of the Parish Council.

Councillor Hodgson then made and subscribed the declaration of acceptance of office as required by law and took the Chair.

APPOINTMENT OF VICE-CHAIRMAN

RESOLVED - That Councillor David Bleasdale be hereby appointed Vice-Chairman of the Parish Council.

Councillor Bleasdale then made and subscribed the declaration of acceptance of office as required by law.

RETURN OF THE RETURNING OFFICER

RESOLVED - That the return of the Returning Officer, as set out below, for the election of Parish Councillors for the under-mentioned Wards, held on 7th May, 1987, be received and it be noted that all such Councillors have made and subscribed the declaration of acceptance of office as required by law.

"I, COLIN ARTHUR SIMMONDS, being the Returning Officer for the Election of Councillors for the Parish of Trawden Forest HEREBY RETURN to the Proper Officer of the Council of the Borough of Pendle the names of the persons who were on Thursday, the 7th day of May, 1987, duly elected as Councillors for a four-year term of office for the Wards mentioned below -

<u>Ward</u>	<u>Name and Address</u>
TRAWDEN	Karen A. Galvin, 'Rockcliffe', Stunstead Road, Trawden, COLNE, Lancs. BB8 8RS

J B Hodgson

John B. Hodgson,
Will o' th' Moor Farm,
Burnley Road,
Trawden,
COLNE,
Lancs.
BB8 8PW

David Robertson,
Meadow Bottom Bungalow,
Trawden,
COLNE,
Lancs.
BB8 8PX

Beverley A. Robinson,
Old Joseph's Farmhouse,
Colne Road,
Trawden,
COLNE,
Lancs.
BB8 8NX

Freda M. Stone,
'Yeoman Hey',
25 Colne Road,
Trawden,
COLNE,
Lancs.
BB8 8NX

Mary A. Waterworth,
Brooke House,
1 Colne Road,
Trawden,
COLNE,
Lancs.
BB8 8PF

WINEWALL AND COTTONTREE

David Bleasdale,
19 Gladstone Terrace,
Trawden,
COLNE,
Lancs.
BB8 8BN

(Signed) C. A. Simmonds, Returning Officer, Town Hall, Nelson, Lancashire.
8th May, 1987".

CO-OPTION OF PARISH COUNCILLORS FOR THE WINEWALL AND COTTONTREE
WARD OF THE PARISH

Reference was made to the fact that only one Parish Councillor had been elected to represent the Winewall and Cottontree Ward of the Parish, leaving three seats which would require to be filled by co-option.

RESOLVED - That three Parish Councillors to represent the Winewall and Cottontree Ward of the Parish be co-opted on to the Council at its next meeting and the names of all interested persons be submitted to that meeting.

PROPOSED APPOINTMENT OF CLERK

Reference was made to the proposed appointment of a part-time Clerk, a draft job description and draft advertisement for which had been circulated to Members prior to the meeting.

Reference was also made to the desirability of an Acting Clerk being appointed pending a permanent appointment and, in this regard, Mrs. D. M. Heap of Lower Draught Gates Farm, Trawden, who was in attendance at the meeting as an observer, offered her services.

- RESOLVED (1) That no action be taken with regard to the appointment of a part-time Clerk until the matter has been considered at the next meeting of the Council.
- (2) That Mrs. D. M. Heap be appointed as Acting Clerk until the next meeting of the Council on the basis that she will serve for two hours per week at a remuneration of £5 per hour.

STANDING ORDERS

Reference was made to the desirability of making Standing Orders for the regulation of the proceedings and business of the Parish Council and the Parish Meeting and the Council considered copies of draft Standing Orders which had been circulated to Members prior to the meeting.

- RESOLVED (1) That a Sub-Committee be appointed comprising the Chairman, together with Councillors David Bleasdale, David Robertson and Beverley A. Robinson, to consider the draft Standing Orders.
- (2) That a meeting of the Sub-Committee be arranged as soon as possible in order that recommendations can be submitted to the next meeting of the Council.

FINANCIAL ARRANGEMENTS

- RESOLVED (1) That the Acting Clerk investigate which local bank or building society will offer the best financial services to the Council and she be authorised to open current and deposit accounts in the name of the Council with the bank or building society which she considers appropriate following her investigations.
- (2) That arrangements be made for cheques to be signed by two Members of the Council and the Chairman, together with Councillors Beverley A. Robinson and Freda M. Stone, be authorised signatories for this purpose.
- (3) That the Acting Clerk investigate the cost of the Parish Council joining the Lancashire Association of Parish and Town

Councils.

INITIAL EXPENSES

Reference was made to a sum of £1,000 which Pendle Borough Council had provided in their 1987/88 estimates to meet the initial expenses of the Parish Council during 1987/88.

INSURANCE

It was reported that insurance cover had been effected for the Parish Council with Municipal Mutual Insurance, Limited, in respect of Public and Employer Liability and Personal Accident for Members and that the premium payable in respect of this cover for the period from 1st April, 1987, to 31st March, 1988, was £175.

RESOLVED - That the report be noted.

COMMON SEAL

Reference was made to the possibility of obtaining a Common Seal.

RESOLVED - That a Common Seal be not obtained but that authority be given for any instruments required to be under Seal to be signed and sealed by the Chairman and Vice-Chairman.

FIRST ASSEMBLY OF THE PARISH MEETING

It was reported that arrangements had been made for the first assembly of the Parish Meeting of the new Parish of Trawden Forest to be held in the Community Centre on Monday, 1st June, 1987, at 7.15 p.m.

RESOLVED - That the report be noted.

APPLICATIONS FOR PLANNING PERMISSION - ARRANGEMENTS RELATING TO THE CONSULTATION PROCEDURE

Reference was made to the consultation procedure in connection with applications for planning permission received by Pendle Borough Council and the County Council.

RESOLVED - That consideration be given at the next meeting of the Council to the appointment of an Emergency Sub-Committee to consider any urgent matters, planning or otherwise, which arise between scheduled meetings of the Council.

DATES AND TIMES OF MEETINGS DURING 1987/88

- RESOLVED (1) That meetings of the Parish Council be held on a regular, monthly basis.
- (2) That the next meeting of the Parish Council be held at 7.30 p.m. on Monday, 29th June, 1987, at the Community Centre, Trawden, when the dates of meetings for the remainder of the year, including the next Annual Meeting, will be determined.