



**Members of the Council are summoned to the
Budget meeting to be held on Monday 16th January 2023, at 7.00pm
at Trawden Forest Community Centre**

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

1. **To approve any apologies.** Advance apologies received from Cllr Pate.
2. **To consider and approve the Minutes** of the meeting held on 5th December 2022 – attached.
3. **Declaration of Interest.**
Members are to be reminded of the requirements of the member Code of Conduct concerning the declaration of interests.

4. **Chairman to adjourn the meeting for public participation for their Issues** – 5 minutes per item.
Members of the public may make representation during this period under the Public Bodies (Admission to Meetings) Act 1960, and raise issues of local concern, however, please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda for the meeting. Such items may be considered for a future meeting. A member of the public is defined as a person, other than Parish Council members or officials.

Chairman to reconvene the meeting.

1. Payments

Councillors to consider approving the following payments:

Ace Services – putting up and taking down the Christmas Stars	£130
Clerk's additional hours	4.75hrs
Clerk's Expenses	£9
Marlyn Engineering – Brackets for Trawden in Bloom	£36
Seb Wilcock – Groundworks for new office	£2350

2. Scribe Accounting System

The Clerk has attended the training provided by Scribe, for their new automated invoicing and purchase order part of the accounting system. All invoices and purchase orders, from April, will be done in this way. The Clerk has asked the Allotment Association to contact all tenants to advise that their invoices will now be sent to them via email.

3. School Governor

Cllr Jolley to give brief update on this role and whether she will take it up.

4. Christmas Tree Lights Switch on

Councillors to approve, or otherwise, the resume as attached for the Christmas Tree Lights Switch on, and consider whether any further events are to be planned and budgeted for.

5. New Office

For Councillors information, it has been confirmed that the new office building will be delivered on 24th January 2023.

6. Budget

Chairman Hodgson and the Clerk present the budget proposals attached, as given at the December meeting. Councillors to consider and agree under Local Government Act 1972 s150, the budget for 2023/4 and, in accordance with Local Government Finance Act 1992 s49, that the suggested precept amount be requested.

7. Ball Grove

Councillors to consider the latest information and queries received from the Solicitor and respond to the outstanding issues highlighted in bold. These queries have initially been raised by Councillors and require response.

8. Correspondence

- Emailed Christmas card received from The Mayor and Mayoress of Pendle, Cllr. Yasser Iqbal and Mrs. Mariam Abbas.
- Notification received that PKF Littlejohn LLP have been appointed as the External Auditor for the next 5 years.
- Councillors to note that it is not possible to replace 2 of the junior swings with a basket swing.
- Councillors to note the attached minutes of the last meeting of the Trawden Forest Allotments Association.
- Councillors to note that Kate Holt is interested in joining the next meeting with regards to setting up a Management Committee for the Recreation Ground.
- Email received from Church Wardens to state that they have made the decision to remove the Summer House from the Peace Garden in spring, due to its misuse.
- Councillors to consider the Budget Consultation document from Lancashire County Council and provide any comments to the Clerk to feedback to LCC.

9. Planning

Councillors to approve, or otherwise, the attached responses for the latest Planning Applications reviewed by the Planning Committee.

Councillors to view and comment on the new planning applications below, in order for the Clerk to respond.

23/0006/FUL – Construction of learning pod at The Parish Hall, Church Street, Trawden.

22/0803/LBC – Listed Building Consent – removal of fireplace and replace with stove at 7 Trawden Hill, Off Colne Road, Trawden