

MINUTES OF RIMINGTON & MIDDOP PARISH COUNCIL MEETING
HELD ON WEDNESDAY 21 FEBRUARY 2018
AT 7.30 PM

Present: Bob Whittaker (Chair), Kate Hooper, Jacqui Lynch, John Parker, Chris Smith,
Clerk, Borough Cllr Richard Sherras and two members of the public

APOLOGIES FOR ABSENCE

Ian Brown

MINUTES OF MEETING OF 15 NOVEMBER 2017

The Minutes of the meeting of 15 November 2017 were accepted as a true record of proceedings at that meeting and duly signed.

DECLARATION OF INTEREST

None

RESIGNATION OF PARISH COUNCILLOR

The Chair confirmed that Brian Berry had left the area and had tendered a formal letter of resignation from the Parish Council, dated 07 February 2018. Appropriate notices advertising the casual vacancy on the Council had been placed on the noticeboard and on the Parish Council website and Ribble Valley BC had also been informed. It was noted that, if after a period of 14 working days (to expire 01 March 2018), there had not been any call for an election by the requisite number of electors then the Council could proceed to co-opt a suitable individual to the Council. The Chair advised that interest in the vacancy had been expressed by a resident of Rimington who satisfied the appropriate nomination criteria. It was agreed that this individual would be co-opted onto the Parish Council if, as of 01 March 2018, no other interested parties had come forward and his appointment would be effective as of that date.

PUBLIC PARTICIPATION

Issues regarding damaged drains throughout the parish were brought to the Council's attention as it was explained that the amount of surface water resulting from damage to the drains was contributing to the worsening condition of the roads.

MATTERS ARISING

None

FINANCIAL STATEMENT

Current Account: £2,088

The Clerk noted that the Transparency Fund monies of £890 had been received in November 2017, These monies could only be used for specified purposes; £400 had been spent on a new computer and software.

The Clerk further advised that she would be making a VAT reclaim in the coming weeks which should result in a further £649 receipt.

ACCOUNTS FOR APPROVAL

Cathy Holmes	Clerk	£400 (replacement cheque)
HMRC	PAYE	£100
Cathy Holmes	Reimbursement	£31.15
NW Air Ambulance	Donation	£500

It was agreed that a donation of £500 be made to the North West Air Ambulance as it was noted that the ambulance had attended the village on more than one occasion to deal with an emergency and the charity was therefore an appropriate recipient of funds from a rural parish.

YEAR END MATTERS 2017/18

Risk Assessment 2017/18

The Clerk tabled a draft risk assessment for the year 2017/18 and advised this was based on the pro-forma provided by BDO LLP for smaller parish councils. After consideration and suggestions as to risk categories the risk assessment was duly approved. Bob Whittaker agreed to undertake a check of the physical condition of assets such as benches and noticeboards.

Asset Register 2017/18

Items to be included on the asset register were approved. The Clerk advised that, in accounting terms, the defibrillator and battery had to be shown with a £0 value as these had been gifts.

Internal Auditor 2017/18

The Clerk advised that it was necessary to consider the effectiveness of the internal audit process. The review should cover five areas, namely: scope of the internal audit, independence of the internal auditor, competency of the internal auditor, relationships of the auditor to the Council and planning and reporting. It was agreed that the previous arrangements for internal audit satisfied the criteria and the previous year's internal auditor should be requested to perform the internal audit again, if he was able to do this.

PLANNING APPLICATIONS

Susie Cottage, Rimington, 3/2017/1021

It was noted that this application had been refused by RVBC's Planning & Development Committee.

3/2017/0017, Mylah Farm, Rimington Lane, Rimington

The Parish Council did not have any objections to this application.

3/2018/0036, Manor House, Howgill Lane, Rimington

The Parish Council did not have any objections to this application.

3/2018/1225, Key Hills, Martin Top Lane, Rimington

The Parish Council did not have any objections to this application.

CORRESPONDENCE

The Clerk advised that a letter had been received from RVBC confirming that Rimington & Middop Parish Council had been awarded £313 as a concurrent functions grant for 2016/17.

REPORTS

1. *Borough Councillor*

Richard Sherras reported that he was pursuing the issue of lengthsman/concurrent function grants with RVBC in order to try and ensure the available budget was allocated justly between urban and rural parishes. The Boundary Commission continued to consider the creation of new constituencies involving Ribble Valley parishes. The emptying of dog bins by RVBC refuse collectors had been trialled in Whalley and could potentially be expanded across the Borough.

2. *RVBC Parish Councils Liaison Committee*

Bob Whittaker reported on matters covered by the PCLC held on 26 January 2018. It was agreed that the issue of General Data Protection Regulations and the steps to be taken by Parish Councils to ensure compliance by the May 2018 deadline should be raised as an Agenda item at the next meeting on 22 March 2018.

3. *Rimington Recreation Association*

Nothing to report.

4. *Rimington Memorial Institute*

Bob Whittaker confirmed that the Institute was in a fine position financially but that attendance at regular events had decreased compared to the position five or six years ago.

5. *Clerk*

The Clerk advised that Transparency Fund monies could be used for website training and that she would arrange this with an appropriate person as soon as mutually convenient.

6. *Highways and Footpaths*

General dissatisfaction with Lancashire Highways was expressed both regarding the continued poor state of roads throughout the parish but also the failure of Lancashire Highways to respond to complaints or promptly rectify the problems of which they were notified. It was accepted that Highways would have a limited budget and certain works could not be carried out in the winter months but too many roads were now dangerous and no remedial action was taken. It was further noted that damage to drains had resulted in excess surface water in certain locations in the parish which had sometimes frozen to black ice resulting in severe danger to road users.

ANY OTHER BUSINESS

Concern was expressed about a an advertising sign alongside a road in the parish but it was noted that dealing with the sign would fall to Lancashire Highways and it was unlikely it would be prioritised.

DATE AND TIME OF NEXT MEETING

Wednesday 16 May 2018 at 7.30 pm