**AGENDA**

**Myerscough & Bilsborrow Parish Council**

**Clerk: Laura Bolton**

**Chairman: Cllr Bill Collinson**

**Vice Chairman: Cllr Dan Bolton**

**Email:** [**clerk@myerscoughandbilsborrow-pc.org.uk**](mailto:clerk@myerscoughandbilsborrow-pc.org.uk) **Tel: 07803631556/01995640833**

**Thursday 23rd May 2024 at 7pm Bilsborrow Church**

**Annual Parish Council Meeting Agenda 23rd May 2024**

1. Election of Chairman of the Council for 2024/2025
2. Election of Vice Chairman of the Council for 2024/2025
3. Approval and Signature of Minutes of the meeting held on Thursday 25th May 2023
4. Chairmans report 2023/2024
5. Representation of the Parish Council at the Local Association of Local Councils Quarterly Meetings
6. Public Participation

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**Thursday 23rd May 2024 at 7pm Bilsborrow Church**

**Public Participation**

1. **Apologies – Cllr Collinson (Cllr Bolton will take on Chair duties as Vice Chair as discussed in the previous meeting)**
2. **Minutes of last meeting – to be checked and signed**
3. **Declarations of prejudicial interest in any of the agenda item interests and dispensations**
4. **Planning – Discuss and resolve on the Councils response to recent invitations to consult any applications received.**

* Application 22/00612/OUTMAJ – land opposite Rockform. *Pending Consideration*
* Application 23/00729/FULMAJ – full planning for erection of buildings for expansion of JJ Sandhams and outline planning for convenience store and coffee shop with thru elements. *Pending Consideration. Cllr Bolton to update*
* *Application 23/01219/FULMAJ – Claughton on Brock Trade Park. Cllr Bolton to update*
* *MP Motors*
* *Application 24/00382/FUL Oakmede proposed erection of single storey rear extension following demolition of existing*

1. **Finance**

**Review and approve payments due or paid from the Parish Council & War Memorial accounts and validate these.**

War Memorial account - None

Parish Council Community Account

Cheques paid;

TBC

Cheques to be presented & signed:

TBC

**Review the accounts and complete a reconciliation of the accounts with the latest bank statements available.** **Chairman and Vice Chairman to sign and date.**

**NB:**

1. **Precept £20,500 less £122.65 Poll Expenses = £20,377.35 received**
2. **VAT claim processed – total of £819.27**
3. **Online Banking mandate to be signed by signatories to allow for removal of previous clerk details from HSBC records**
4. **Annual Governance and Accountability Return for 2023/2024. Internal Audit**

* **Review and complete the Councils Approval of section 2 – The Accounting Statement for 2023/2024**
* **Review and complete the Annual Governance Statement for 2023/2024**

1. **Insurance**

* **renewal quote to be discussed**
* **War memorial contribution to be discussed**

1. **Best Kept Village Competition – working group discussion, budget to be decided to purchase plants/materials etc. Date of 1st June at 10am to be proposed for ‘ A Big Help out day’ to get ready for the start of the judging.**
2. **Bilsborrow Village Hall - update on the Charity Commission Trust Deed**
3. **MUGA – update**
4. **LALC meeting report**
5. **Caravan on the A6 – The Paddock**
6. **Lengthsman – discussion of works and timesheets**
7. **Bilsborrow Recreation ground – update**
8. **Daffodils – money from Biodiversity grant**
9. **Lydiate Lane/Bilsborrow Lane hedge issue**
10. **Anniversary of D- Day**
11. **Clerks report**
12. **Items for next agenda**

**DATE OF NEXT MEETING 25th July 2024**