

MINUTES OF THE MEETING of the
CUERDEN PARISH COUNCIL on **MONDAY 25th September** at **7.30pm**

Clerk email: clerk@cuerdenparishcouncil.org.uk www.cuerdenparishcouncil.org.uk

Meeting held at Clayton le Woods Primary School, Back Lane

In attendance Cllr Nev Whitham, chair; Cllr Alison Whitham; Ann Phelan.

1. **Apologies for Absence**, Cllr Martin Brown. ***This meeting was deemed not to be quorum due to insufficient Councillors attending. All items transferred to the next meeting. If members of the Parish are interested in joining the Parish Council please get in touch with the clerk.***
2. **Disclosure of Personal/Prejudicial Interests.**
Minutes of the Meeting held on 24th July agreed as a true record and duly signed.
3. Minutes 24th July 2023
Matters arising from the minutes –
The submitted annual accounting records have been accepted by PKF Littlejohn (auditors).
NW & MB continue to attend to the matter of updating, yet again, cheque signatories for NatWest bank who are proving very contradictory on what is required at each attempt made, at the most recent attempt Friday 21st July were redirected back online – again. The bank statements are still being directed to the former clerks’ address.
4. **Items discussed**
 - a Website – need to make more of this facility. AP to ask Easywebsites re pixel size of photos that can be uploaded. AW would like to add interest to the site by adding some local history. NW suggested local and national events i.e. Remembrance day, “Whats on Chorley”.
 - b Flyer to be distributed locally – draft to be drawn up by AP for next meeting.
 - c Precept spend – the two preferred projects previously discussed are funding towards new dog bins at CVP and a wildflower patch area at the junction of Wigan Lane/Shady Lane. Value of funding to be agreed at the next meeting. NW to seek advice from Mike Clifford re wildflower area.
 - d Parish board – new cork backing proposed AP, cost to be agreed at next meeting
 - e Compatible printer – clerks own (old) printer not recognised by parish laptop, decision as to one is purchased for the parish to be agreed next meeting.
5. **Adjournment for Public participation session** – no public attending.
6. **Planning report and any updates** – nothing new in the Parish of concern, Cuerden Strategic site no update as yet.
7. **Parish Council Accounts**
At the last meeting payments were agreed however the cheques pending second signature waiting for bank update and confirmation.
8. **Accounts for Payment – none**

Chair Date

9. Other Correspondence. – none.

10. Exchange of Information Only.

Councillors are respectfully reminded that this is not an opportunity for debate or decision making

NW noted a lack of invitations for representatives of the parish to participate in Council events, AP can look at the notices on the borough website and bring them forward for the next agenda & check generic emails.

AP had noted the traditional minute book used for record of meetings was full and was it necessary to purchase the same to continue record keeping when modern records were kept electronically and published to the web. Printed records could be retained in a standard lever arch file. Also, as the storage of bulky old parish records was not convenient at home, whether the Library would take them. NW suggested the Bow Lane archives may have room.

If at all possible could a spare key to be sourced for the parish notice board.

Draft version – for approval at the next Parish Council meeting scheduled to take place on

Date and Time of Next Meeting. – Monday November 27th at 7pm (start times may be amended) at Clayton le Woods Primary School.

Proposed first meeting date for next year (subject to change). Monday January 29th 2024

Ann Phelan Clerk - clerk@cuerdenparishcouncil.org.uk

Chair

Date