

**MINUTES OF THE GENERAL PURPOSES COMMITTEE
HELD ON MONDAY 15 JULY 2019**

PRESENT: The Town Mayor, Councillor Stewart Fletcher in the Chair;
The Deputy Mayor, Councillor Simon O'Rourke
Councillors: Ian Brown, Mark French, Jonathan Hill, Allan Knox, Sue Knox,
Mary Robinson, Donna O'Rourke, Jenni Schumann
Town Clerk

24.19 APOLOGIES
None

25.19 PUBLIC PARTICIPATION
There was no public participation.

26.19 DECLARATIONS OF INTEREST
Councillors Brown, French and Robinson all declared an interest in Item 11 (ii).

27.19 MINUTES
The Minutes of the General Purposes Committee meeting held on 21 May 2019 were proposed and seconded as a correct record and duly signed by the Chairman.

28.19 MAYORAL COMMUNICATIONS

Details of official duties undertaken by the Town Mayor and Deputy Town Mayor since the last Town Council meeting were submitted for information.

29.19 PLANNING APPLICATIONS
Consideration was given to planning applications received for weeks ended 21 June, 28 June, 05 July and 12 July 2019.

RESOLVED:

(1) That no objections be raised to the following applications:-
3/2019/0410, 0411, 0461, 0500, 0560, 0574 and 0605.

30.19 CHANGES TO BANK MANDATE 2019/20

The Town Clerk advised that the Town Mayor, as a bank signatory, had spoken with Barclays' mandate team and obtained the necessary form for completion. The Deputy Mayor had completed the personal details form required so all the forms could now be returned, when appropriately counter-signed, to the mandate team for action.

31.19 ACCOUNTS PAID JUNE 2019

The Town Clerk submitted details of the accounts paid in June 2019 for approval. It was noted that the annual insurance premium invoice had been paid in June 2019. The Clerk further advised that Water Plus had issued credit notes regarding payment for water at the Hayhurst St allotment site which would suggest recent invoices had been too high.

RESOLVED: THAT the accounts paid in June 2019 be approved.

32.19 TOWN HALL WORKPLACE ASSESSMENTS

The Town Clerk advised that work station assessments had been undertaken for the Town Clerk and Administrative Assistant by Phil Dodd of Ribble Valley BC. Action was needed to make improvements to both work stations. Estimates of costs of replacing furniture and other new purchases were provided, which would initially total less than £200.00. It was agreed that the appropriate changes and purchases be made to make the necessary improvements.

RESOLVED: THAT appropriate changes and purchases be made so as to enable necessary improvements to be effected to the work stations of Town Council employees

33.19 PARISH LENGTHSMAN'S REPORTS

The Parish Lengthsman's General Report, Play Areas Report and Allotments' Report for June 2019 were considered.

The Town Clerk explained that a quotation had previously been received from a specialist contractor to remove the old greenhouse, on a vacant plot, containing asbestos. A subsequent survey by the Allotments Manager had indicated that there were a few other plots which potentially had asbestos containing sheds or fences but all these were in a satisfactory condition, not necessitating removal.

It was agreed that the Town Council should pay for the removal of the greenhouse from the vacant plot but that legal advice be sought as to the position regarding other asbestos containing buildings/fences on plots which were tenanted. It was suggested the insurance position also be clarified.

RESOLVED: THAT the Town Council pay for the specialist removal of an old greenhouse from plot 14B, Whalley Road, but that the legal position regarding asbestos containing sheds/fences on other tenanted plots be investigated

34.19 REQUESTS FOR FINANCIAL ASSISTANCE

i) Valley Sounds

A request for financial assistance was tabled from Valley Sounds who required funds for a one day music festival to be held in Clitheroe in October 2019. It was agreed that the festival would attract people to the town and deserved support.

RESOLVED:

THAT the Town Council contributes the sum of £250.00 to Valley Sounds.

ii) Roefield Leisure

A request for financial assistance was tabled from Roefield Leisure who required funds for a sports' participation programme for children aged 4-15 who did not participate in traditional sports. It was noted that Roefield Leisure already received a large grant from

the Town Council and that other organisations in the town might be able to assist with funding for this programme. It was agreed that funding be provided although only half the amount requested due to the factors outlined.

RESOLVED:

THAT the Town Council contributes the sum of £790.00 to Roefield Leisure

iii) Heritage Open Days

A request for financial assistance was tabled from the organisers of Heritage Open Days who required a contribution towards the costs of traffic management for a parade to be held on 14 September 2019 as part of the Clitheroe Heritage Open Day.

RESOLVED:

THAT the Town Council contributes the sum of £200.00 to the organisers of the Clitheroe Heritage Open Day.

ANY OTHER BUSINESS

The Town Clerk was requested to draw up a scheme of delegation, for consideration at a subsequent meeting, whereby decisions on expenditure up to an agreed amount could be taken by the Town Clerk without the need to consult the Council.

It was noted that Clitheroe Town Band did not have a singer for Last Night of the Proms to be held on 03 August 2019, which was a pity. It was suggested that contact be made again with the Band and efforts be made to obtain a local singer, who could then practice with the Band and certain Councillors offered to make enquiries of contacts known to them.

The meeting finished at 7.59pm

Signed

Chairman

