

CLITHEROE TOWN COUNCIL

**Minutes of the General Purposes Committee held on Monday 19 July 2021
In the Council Chamber, Clitheroe Town Hall**

**PRESENT:- The Town Mayor, Councillor Simon O'Rourke, in the Chair
Councillors Ian Brown, Stewart Fletcher, Mark French, Jonathan Hill,
Donna O'Rourke, Town Clerk**

26.21 APOLOGIES FOR ABSENCE

**Apologies for absence, together with reasons, had been received from
Councillors Mary Robinson and Jenni Schumann.**

27.21 PUBLIC PARTICIPATION

There was no public participation.

28.21 DECLARATIONS OF INTEREST

There were no declarations of interest.

29.21 MINUTES

**The minutes of the Cockles & Mussels Council Meeting and the Annual Meeting were noted. The
Minutes of the General Purposes Committee meeting held on 24 May 2021 were approved and
would be signed by the Chairman at a later date.**

30.21 PLANNING APPLICATIONS

**Consideration was given to planning applications received for weeks ended 18 June, 25 June 2021
and 02 July, 09 July and 16 July 2021.**

RESOLVED:

- (1) That no objections be raised to the following applications:-
3/2021/0454, 0563, 0602, 0606, 0619, 0645, 0663, 0695**

31.21 ASSET REGISTER AND INVENTORY

**The Town Clerk submitted and reported on the Town Council's Asset Register and inventory as at
June 2021. It was confirmed that the schedule had been updated with the insurance valuations as
provided by Zurich in June 2021.**

RESOLVED: That the Asset Register and Inventory, as submitted, be approved.

32.21 RISK MANAGEMENT POLICY STATEMENT

**The Town Clerk submitted a Risk Management Policy Statement for the Town Council as at June
2021, noting that the Policy had been reviewed and cross-checked with the latest Zurich insurance**

schedule received in June 2021. The Town Clerk confirmed additions to the schedule to cover pandemics and hygiene/social distancing measures required in indoor spaces.

RESOLVED: That the risk management policy statement, as submitted, be approved.

33.21 CODE OF CONDUCT

The Ribble Valley Borough Council Code of Conduct, which it was recommended parish councils in the borough also adopt, had been circulated prior to the meeting for consideration. It was agreed that the RVBC Code of Conduct be adopted by the Town Council.

RESOLVED: That the Ribble Valley Borough Council Code of Conduct be and is hereby adopted by Clitheroe Town Council.

34.21 ACCOUNTS PAID MAY AND JUNE 2021

The Town Clerk submitted details of the accounts paid in May and June 2021 for approval. It was noted that May had been a particularly expensive month due to payment of the annual grant to Roefield Leisure and the deposit on the playground at Chester Avenue.

Resolved: THAT the accounts paid in May and June 2021 are approved.

35.21 PARISH LENGTHSMAN'S REPORTS

i) General Report

It was noted that the lengthsman had spent time strimming as it was the growing season and dealing with issues at the playgrounds.

ii) Allotment Report

A report detailing activity regarding tenancies on the four allotment plots was considered. It was noted that there had been several Notices to Improve issued recently as the Council was taking a harder line in 2021 than in 2020

Signed:
Chair