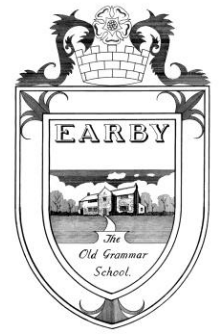


# EARBY TOWN COUNCIL



Chairman: Chris P. Tennant  
Clerk: Mrs Katie Jeffreys. The Parish Rooms, Victoria Road,  
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**Minutes of the meeting of EARBY TOWN COUNCIL held on Monday 27<sup>th</sup> July 2020 at 7.30pm via a remote platform in line with the Coronavirus Act 2020.**

1. **Welcome**

Chairman Cllr Tennant formally opened the meeting.

2. **Attendance, Apologies and Non-Attendance**

Attending Cllrs: C Tennant, V Cocker, C Carter, P Hampson, S Hartley. K Jeffreys as Clerk.

Apologies: M Horsfield, J Myers.

Non-Attendance: D Haigh, J Cooper.

3. **Declarations of Interest/s**

V Cocker – repayment under finance.  
K Jeffreys – payment under finance  
C Tennant – payment to employer.

4. **Public discussion**

None.

5. **Minutes**

To accept and approve as an accurate representation, the minutes of the previous meeting held on Monday 24<sup>th</sup> February 2020.

The minutes were accepted and approved and will be signed by the Chairman.

**Proposed: SH**  
**Seconded: CT**  
**Unanimous**

6. **Exclusion of the public and press**

None present.

7. **Update of ongoing issues from previous minutes**

None.

8. **Friday Surgery**

No surgeries have been held due to the Covid19 pandemic.

9. **Police business**

None.

10. **Planning: to consider and comment on the following:**

**Applications**

Town and Country Planning Act 1990

APPLICATION: 20/0422/FUL

PROPOSAL: Full: Erection of two storey side extension.

AT: Unit 4 West Craven Business Park West Craven Drive

FOR: Switch Hair Pension Scheme

CONSULTATION

Deadline: Please send me your comments by: 7th August 2020

Earby Town Council have no objections to this application provided that sufficient parking is in place for additional vehicles.

**Proposed: VC**

**Seconded: SH**

**Unanimous**

11. **Reports from meetings with other organisations**

Cllr V Cocker has been liaising with the Guerilla Gardeners and assisting with contacts at Pendle Borough Council to help organise events and gain permission for the use of any applicable areas of land.

12. **Finance**

Council approved the payment list with additions.

**Proposed: CC**

**Seconded: VC**

**Unanimous**

13. **Year End Accounts**

Council approved the accounts to 31<sup>st</sup> March 2020.

**Proposed: VC**

**Seconded: CC**

**Unanimous**

14. **Internal Audit Report**

Council approved the report received from the Internal Auditor and thanked the Clerk for her assistance with this.

**Proposed: VC**

**Seconded: CT**

**Unanimous**

15. **AGAR Section 1**

Council accept and approve section 1 of the AGAR; this was signed by the Clerk and is to be signed by the Chairman with social distancing measures in place and submitted to the external auditor.

**Proposed: VC**

**Seconded: CT**

**Unanimous**

16. **AGAR Section 2**

Council accept and approve section 2 of the AGAR; this was signed by the Clerk and is to be signed by the Chairman with social distancing measures in place and submitted to the external auditor.

**Proposed: VC**  
**Seconded: CT**  
**Unanimous**

17. **Repairs to the culvert at Birley Playing Fields**

Council discussed the course of action to be taken in repairing the collapsed culvert at Birley Playing Fields. This work is required urgently as the culvert is in a state of disrepair and is dangerous. Cllr C Tennant has held a site meeting with the contractor to demonstrate the work required.

Due to the current situation with Covid19, the urgency, and the specialist nature of this work it was not possible to obtain three quotes. This is in accordance with Standing Order 18 a. v. and Financial Regulation 11. a) ii, iii, specialist services and repairs to plant and equipment.

Council are to appoint the contractor on the lowest quote for pipe work to repair the culvert, a total cost of £19700.00. This will be funded from the reserves available after the year end balance at 31<sup>st</sup> March 2020.

**Proposed: VC**  
**Seconded: PH**  
**Unanimous**

18. **Resurfacing of the car park at Birley Playing Fields**

Council are to appoint Monks of Colne to carry out this work.

**Proposed: VC**  
**Seconded: CC**  
**Unanimous**

This work will be funded by funds allocated from rental income from the hostel, the grant received from the WCAC and by remaining funds in the lengths man budget.

**Proposed: CT**  
**Seconded: VC**  
**Unanimous**

19. **Grant application**

Council to award the grant of £100.00 to St Peter's Church Community Garden towards repairs to the path and the construction of a pond. This will be funded from the donations budget.

**Proposed: VC**  
**Seconded: PH**  
**Unanimous**

20. **Correspondence**

None.

The meeting closed at 8:22pm.

The next meeting will be held on **Monday 24<sup>th</sup> August 2020 at 7.30pm** via Zoom.

DATED: 28<sup>th</sup> July 2020

Clerk:

K Jeffreys

SIGNED AND APPROVED:

Chairman:

C. Tennant

