

**MINUTES OF THE MEETING
OF CUERDEN PARISH COUNCIL
WEDNESDAY 23RD MAY 2018
AT THE BARN BERKELEY DRIVE
CUERDEN VALLEY PARK
AT 7. 00. P.M.**

ATTENDEES: - Ms P.GIBBONS (CHAIR) Ms J. BROWN (VICE CHAIR) AND MR. N. WHITHAM AND MR. T. HARKNESS (CLERK).

1. APOLOGY FOR ABSENCE:

Mr M. Lang sent an apology for absence.

2. DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST:

In accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct the Clerk asked if any Member wished to declare an interest in any matter to be considered by the Parish Council at the meeting. No one did so at this stage.

3. MINUTES:

The Minutes of the proceedings of the meeting of the Parish Council held on 30th April 2018 having previously been circulated were approved as a correct record and signed by the Chair person.

4. ADJOURNMENT - PUBLIC PARTICIPATION SESSION:

THERE THEN FOLLOWED AN ADJOURNMENT TO ALLOW THE PUBLIC TO RAISE ISSUES AND QUESTION THE PARISH COUNCIL REGARDING MATTERS DEALT WITH. AS THERE WERE NO MEMBERS OF THE PUBLIC PRESENT THE PARISH COUNCIL CONTINUED WITH THE BUSINESS ON THE AGENDA.

5. PARISH COUNCIL VACANCY:

This item was deferred until the next meeting.

6. ANNUAL FINANCIAL STATEMENT:

An Annual Financial Statement was submitted.

7. AUDIT OF PARISH COUNCIL ACCOUNTS:

The Audit for 2017/18 would take place on 11th June 2018.

The Parish Council were reminded that new arrangements came into force this year for Smaller Authorities which allowed smaller authorities to apply for a certificate of exemption from external audit. However, as a result of the late submission last year the Parish Council was required to be externally audited this year .

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Under the procedure an Independent Internal Auditor had examined the Parish Council's Accounts and procedures, confirmed that they were in order, had agreed the Audit Report and submitted it to the Parish Council for approval.

It was also necessary for the Parish Council to approve an Annual Statement of Governance and that the accounts had been undertaken in accordance with prescribed regulations.

A copy of the Statement of Governance, the Annual Return and the Internal Auditor's Report was circulated to each Member of the Parish Council.

Under the regulations copies of the Annual Return would be posted on the Parish Council's website for 30 working days from 4th June 2018.

The Parish Council considered the statement of governance, accepted the report of the Internal Auditor and acknowledged its responsibility for the preparation of the accounts and confirmed to the best of its and belief that the Council's accounts for the year ended 31st March 2018 were true and correct.

The Chairperson signed the Annual Return where appropriate.

8. GENERAL DATA PROTECTION REGULATIONS:

The Parish Council were reminded that these regulations would come into force on 25th May 2018 and a draft policy document plus a privacy policy and a retention of documents schedule was submitted. These were agreed and adopted.

It was also necessary to carry out a data protection audit, appoint a policy information officer and a Data Protection Officer.

He reported an action plan.

9. INSURANCE PREMIUM - RENEWAL.

Details for the annual renewal of the Parish Council's insurance quotation from Zurich for the year from 1st June 2018 were awaited.

10. ACCOUNT FOR PAYMENT:

The following account was submitted for payment.

1. Lancashire Wildlife Trust	Hire of Room The Barn Cuerden Valley Park - May 2018	£10.00.
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11. PLANNING REPORT:

(A) CUERDEN STRATEGIC DEVELOPMENT PLAN:

The Parish Council reviewed the current situation following the announcement that IKEA was withdrawing from the development.

(B). Applications:

Two planning applications and three temporary event licences had been received since the last meeting.

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12. CLAYTON HALL LAND FILL SITE

The current situation was reported.

13. BANK ACCOUNT:

The Clerk reported the latest situation regarding the signatures for the bank account.

14. WEBSITE:

An update on the Parish Council website was made.

15. R. and P. BURSCOUGH CHARITY:

Details of the existing trustees were being sought..

16. CONSUMER ALERTS:

The latest consumer alerts from the County Council's Trading Standards Office had been circulated.

17. DATE OF NEXT MEETING :

Monday 30th July 2018 at 7.00 p.m at The Barn Berkeley Drive Cuerden Valley Park.

There being no further business the Chairperson declared the meeting closed at 8.25. p.m.

**SIGNED
CHAIRPERSON**

30TH JULY 2018.