

**MINUTES OF A MEETING OF ECCLESHILL AND WATERSIDE PARISH COUNCIL HELD ON MONDAY 11 NOVEMBER 2019 AT 7.30 PM AT THE CARUS CENTRE, HODDLESDEN, DARWEN**

**Present** (Chair) Cllr Matthew Jackson, Cllr Lesley Shaw and Cllr Silvia Robinson, Cllr Andrew Green.

**0726 Apologies for Absence**

There were apologies for absence from Cllr Scott Pendry.

**0727 Declarations of Interest**

Declarations of interest were received from Cllr Lesley Shaw and Cllr Andrew Green in respect of Victoria Buildings.

**0728 Minutes of the Meeting held on 14 October 2019**

**Resolved:** that the minutes of the meeting held on 14 October, having been circulated be received, and approved and signed as a true record by the Chairman.

**Meeting adjourned at 7.35pm for local issues.**

Details of local issues were shown in the clerk's report.

**Meeting reconvened at 7.40pm.**

**0729 Accounts:**

**Resolved:** that the following accounts be approved:

Clerks Salary: £208.00, HMRC: £ 78.00, Room Hire: £ 150.00.

**0730 Planning**

There were two planning applications received. Planning Application Ref: 10/19/0976 and Planning Application Ref: 10/19/1018.

***Councillors had no objections to the proposed schemes.***

**0731 Road Repairs Victoria Buildings**

No expenditure had been incurred between (April 2019 and November 2019).

### **0732 Gardening Services**

The gardener had carried out further work for the Parish Council. The work to be done next year would be reviewed at a future meeting. There was a final invoice received for £85.00.

### **0733 To receive items for information**

The clerk had received no items for information.

## **Exclusion of Public and Press**

### **0734 Financial Position 11 November 2019**

The financial position to the 11 November 2019 had been circulated to councillors with the agenda.

***Councillors noted and approved the financial position.***

### **0735 Budget Setting 2020-21**

In compliance with the Borough Councils letter regarding Precept Notification 2020-21, the Parish Council held its annual budget setting meeting. The clerk had provided a budget forecast schedule that projected income and expenditure to the financial year end which was to 31 March 2020, and a forecast for 2020-21 using inflation of 2.5%. It was not possible to project an income figure for 2020-21 as the baseline figure was not yet known. It was agreed by members to further discuss the impact of increases in the precept when the figure for 2020-21 was known.

***Action: the clerk to report on the new precept when the information was received from Blackburn Borough Council.***

### **0736 Annual Review of Risk Assessment November 2019**

Regulation 4 of the Accounts and Audit (England) Regulations 2011 requires that authorities (Parish Councils) review the effectiveness of internal control which included arrangements for the management of risk. The Parish Council following advice had produced its own bespoke template to assess potential current and future risks. Members reviewed the list of risks and procedures in place to combat them. All risks were categorised by members.

***Resolved: that the risk assessment having been reviewed be formally adopted and accepted as a fair assessment of the risks of the Parish Council for the ensuing year, and that the Chairman and clerk sign off the schedule.***

**0737 Date & Time of the Next Meeting**

The next meeting would be held on Monday 13 January 2020 at 7.30pm, at The Carus Centre, Hoddlesden, Darwen.