
CLAYTON LE DALE PARISH COUNCIL

Chairman: Cllr K Thompson

Clerk: J Westwell

Dear Councillor

You are summoned to attend the Annual meeting of Clayton le Dale Parish Council which will be held at Salesbury Memorial Hall at 6.45pm on 12th May 2025

Janet Westwell - clerk

AGENDA

	Agenda items	
12/05/25/1	Chairman's Welcome	Cllr Thompson
12/05/25/2	Election of Chairman for the next 12 months. Nominations and seconders required.	All
12/05/25/3	Apologies for absence	All
12/05/25/4	Election of Vice Chairman for the next 12 months Nominations and seconders required	All
12/05/25/5	Declarations of Interest	All
12/05/25/6	Public participation	
12/05/25/7	Approval of the minutes of the meeting held on 18 March 2025	All
12/05/25/8	Accounts Payments since last meeting <ul style="list-style-type: none">• Salesbury Memorial Hall £30• Hugo Fox monthly website charge £11.99• Lloyds Bank monthly charge £4.35• Janet Westwell Q4 payment £450.00• Billington & Langhho Parish Council £67.50 (half carriage of gate costs previously agreed)• Janet Westwell £57.46 123 domain renewal reimbursement Payments Due <ul style="list-style-type: none">• Salesbury Memorial Hall £30.00• Janet Westwell £84.99 Annual Microsoft license for clerk account	Clerk

	<ul style="list-style-type: none"> • LALC annual membership April 2025-March 2026 £270.71 • Little Green Bus Company £200 donation agreed at March meeting to be paid in new Financial Year. • Diane Harvey auditor £80.00 	
12/05/25/9	To receive the internal auditors report	Clerk
12/05/25/10	To approve the governance statement AGAR	Clerk
12/05/25/11	To approve the receipts and payments statement - AGAR	Clerk
12/05/25/12	For approval to send the Exemption Certificate to the External Auditors	Clerk
12/05/25/13	Exercise of Public Rights will be advertised from Tuesday 3 June – Monday 14 July 2025.	Clerk
13/05/25/14	Clayton le Dale Financial Regulations Update For further discussion and proposed actions/responsibilities.	All
12/05/25/15	Newsletter – next steps.	All
12/05/25/16	Houses in disrepair within the Parish. Cllr Hudson to provide an update	Cllr Hudson
12/05/25/17	Lengthsman Update	Cllr Thompson
12/05/25/18	Council training for the next 12 months	Cllr Thompson
12/05/25/19	SPIDS To discuss and agree further sitings	Cllr Thompson
12/05/25/20	Lancashire Constabulary Teams Following receipt of recent email to discuss whether to request a session for residents from the Fraud Security team and Cyber Crime teams	All
12/05/25/21	Invitation of RBVC/LCC Cllrs to future meetings? For discussion and decision.	Cllr Thompson
12/05/25/22	Date of next meeting & proposed meeting schedule for 2024/25. Dates proposed: 15/17 July, 17/18 September, 12/13 November Jan date TBC, March date TBC May date TBC.	All