

Barrowford Parish Council
Holmefield House, Barrowford, Nelson, Lancashire
To all Councillors
Meeting of the Council
You are hereby summoned
to attend the Meeting of the above Council
to be held at Holmefield House on Wednesday 15th March 2017
When the following items of business will be discussed.



Iain A. Lord
Clerk to the Council

AGENDA

- 1. Declaration of Interests:**
Members are reminded of the legal requirements concerning the declaration of interests.
A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any vote taken on the matter at the meeting.
- 2. Apologies for Absence:**
- 3. Minutes of the Council:**
Enc. That the Minutes of the Council Annual Meeting held on the 15th February 2017, copies having been circulated, be approved as a correct record and signed by the Chairman.
- 4. Minutes of the General Purpose Committee:**
Enc. That the minutes of the General Purposes Committee held on the 1st February 2017, copies having been circulated, be noted.
- 5. Planning Applications** To consider the Councils Response to the following applications:
- 6. Financial Matters:**
Enc. a. Virements for February 2017
Enc. b. Outturn for February 2017 to note
Enc. c. To consider payments for March 2017 to be made as on payments list attached.
- 7. Parish & town Council Audit Requirements 2016-17:**
 - a. To appoint Mr. Pickering as the Councils Internal Auditor for 2016-17.
 - b. To approve a fee of £280.00 for the 2016-17 Internal Audit.
 - c. The adoption of the Internal Audit Terms of Reference as part of the 2016-17audit procedure.
 - d. The adoption of the Internal Control and Suggested Testing document as part of the 2016-17audit procedure.
 - e. The adoption of the Effectiveness of Internal Audit document as part of the

2016-17 audit procedure.

- f. The adoption of the reviewed Councils Risk Management Policy Statement for 2016-17 as part of the procedures of the Council.
 - g. The adoption of the Councils Risk Management Register for 2016-17
 - h. The adoption of the Councils Asset Register as of 31st March 2017 as part of the 2016-17 audit procedure.
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8. **Allotment Rents: 2016 -17:** To approve write off, lost income for the year and **Enc.** consider measures to reduce vacancy rates.
 9. **Luncheon Club:** Annual Update and approval of expected shortfall 2016-17
 10. **Car Park at Holmefield House:** Progress Report
 11. **AED's:** Progress report.
 12. **Barrowford Cricket Club:** Progress report.
 13. **LCC Free Swimming Vouchers:** Update
 14. **Neighbourhood Plan:** Progress Update
 15. **Reports From Working Groups:** Update for information only.
 16. **Report of the Clerk:** Update for information only.
 17. **Report on the Barrowford and Western Parishes Area Committee Meeting:** Update for information only.
 18. **To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Update for information only.
 19. *Date and Time of the Next Meeting 7pm 19th April 2017 at Holmefield House*