

CABUS PARISH COUNCIL

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Date: 4 March 2024

NEXT MEETING

Notice is hereby given that the next **CABUS PARISH COUNCIL MEETING** will be held on
Monday 11 March 2024 in Cabus Village Hall at 7.30pm

Louise Banton, Clerk and Responsible Financial Officer to Cabus Parish Council

AGENDA

1. Apologies for Absence

2. Minutes

To receive and confirm the minutes of the last meeting held on 8 January 2024.

3. Declarations of Interest

To receive any declarations of interests on any item of this agenda

4. Climate Emergency – Proactive Measures - Standing Item

To note the consideration of Climate Emergency measures by Cabus Parish Council and discuss any suggestions brought forward and updates.

5. Notice of a Casual Vacancy in the Office of Parish Councillor

To note that following the resignation of Mrs J Slater, there is a now a Parish Councillor Vacancy.

6. Public participation

To adjourn the meeting for a period of public discussion, including the receipt of reports from the Police, Lancashire County Council, Wyre Borough Council and Parish Lengthsman.

7. Reports/Information/Discussion Items

7.1 Tree Planting Project – Working group to report back on the consideration of plaque designs to best present information about the project.

7.2 Hedgehog Highway Project – invitation received to participate in the project which would involve the purchasing of a box of hedgehog highway surrounds and making them available to local residents. Each box of 50 is £150 and includes: 50 Hedgehog Highway surrounds & 50 information leaflets; a display box & window sticker showing you are part of the project. Total cost £157.50 (includes postage).

7.3 Wildflower Areas – to discuss the potential purchase of snowdrops and primroses.

7.4 Bus shelters – update (including Graham Road and other possible upgrades to Snapewood/A6 bus shelters)

7.5 Wyre Draft Climate Change Strategy – report back from attendees at stakeholder event held in February 2024

8. Financial matters

8.1 Payment Authorisation - Cllrs are asked to authorise payment of the following:

PAYEE	REASON	AMOUNT	CHQ NO.
HMRC	4 th Qrt Tax	£241.40	001022
L Banton	Clerk's expenses: Broadband (Feb-March= £34.50) & Salary adjustment (x2 mths=£123.96)	£158.46	001023
P Whitaker	Lengthsman work (invoice awaited)		

TO NOTE AUTHORISED PAYMENTS SINCE LAST MEETING

Clerk's Salary - £260 (26 January 2024) and £260 (26 February 2024)

8.2 To receive the budget update for 23/24

8.3 Grass Cutting Contract – 2024/2025

To discuss the renewal/placement of the contract.

9. Governance Related –

Paragraph 1.26 of the Joint Panel on Accountability and Governance Guide 2023 - “Email management - every authority should have an email account that belongs to the council and to which the council has access”. Councillors are asked to re-affirm the following to ensure compliance with para 1.26 (which also pertains to Assertion 3 of the Audit Governance Statement):

- the cabusparishcouncilclerk@hotmail.co.uk email account is owned by Cabus Parish Council
- the maintenance of the account is transferable in accordance with respective delegated authorities which might be in force as and when required, the Parish Clerk has delegated authority for the maintenance and management of the email account
- the email account is used solely for Cabus Parish Council business

10. Planning Related

- 11. To confirm the date of the next meeting as Monday 13 May 2024 at 7.00pm for the Annual Parish Council Meeting followed at 7.30pm by the Ordinary Parish Council Meeting in Cabus Village Hall**

THE PUBLIC AND THE PRESS ARE CORDIALLY INVITED TO ATTEND