Minutes of a Meeting of Livesey Parish Council held on Thursday 9 November 2023 which commenced at 7.00pm, at Livesey Parish Hall, York Terrace, Feniscowles, Blackburn.

Present: Cllrs J Arnold (In the Chair), R Moore, K Malowana -Murphy, C Hardman, D Hardman, L Cade, Cllr J Malowana – Murphy and Cllr K Murray.

**6093 Apologies for Absence**

There were no apologies for absence.

**6094 Declarations of Interest**

Declarations of interest were received from councillors in respect of the following areas: Cllr J Arnold Feniscowles Primary School. Cllr R Moore declared an interest in the Kingswood Homes Building Project and the Walton-le Dale School buses. Cllr C Hardman Immanuel Guides and Scouts. Cllr J Malowana - Murphy Livesey Parish Hall Committee, Rosebay Wood Group and St Pauls School (including future planning areas).

**6095 Minutes of the Meeting held on 12 October 2023**

**RESOLVED:** that the Minutes of the Meeting held on 12 October 2023, having been circulated, be received as a correct record, and be approved and signed by the Chairman.

**6096 Accounts**

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

Clerks Salary: £ 630.40) Nov-Dec-2023), HMRC: £ 236.40 (Oct-Dec-2023), Office Exps: £ 24.54, Gardening Contract: £ 900.00.

**6097 Planning**

There was one planning application received shown on the schedule. There were three further applications received after the agenda had been sent out.

***Cllrs had no objections to the planning applications***.

**6098 Rosebay Wood Group**

There would be further updates at the next meeting.

**6099 Future Visit by the Deputy Police and Crime Commissioner**

There would be a future date set for the meeting.

**6100 To receive items for information**

The dates set for cheque presentations to the local primary schools at their assembles were:

* Feniscowles Community Primary School Friday10 November at 9.00am.
* St Pauls RC Primary School Monday13 November at 9.00am.
* St Francis C of E Primary School Friday 24 November 2023 at 2.45pm.

**Meeting adjourned at 7.10 pm for local issues**

Details of local issues were included in the clerk’s report for information/action if required.

**Meeting closed at 7.45.pm following the discussions on local issues.**

**6101 Date and Time of Next Meeting**

**RESOLVED:** that the next meeting of Livesey Parish Council would take place on **Thursday 11 January 2024 at 7.00pm at Livesey Parish Hall York Terrace Feniscowles Blackburn.**

**Exclusion of the Public and Press**

**6102 Financial Position 9 November 2023**

The clerk had circulated to Councillors the latest financial position of the Parish Council which related to 9 November 2023.

***The financial position was noted and approved by Councillors***.

**6103 Budget Setting Meeting for 2024-25**

In compliance with the Borough Councils letter regarding Precept Notification 2024-25, 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 2024, and a forecast for 2024-25. It was not possible to project an income figure for 2024-25 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 2024-25 was known.

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

**6104 Annual Risk Assessment for 2023-24**

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***.

**6105 Livesey Parish Hall (Update)**

There was a detail discussion on the current position of the Hall Committee which was outlined by both the Chair and Vice Chair of that Committee. Following all the information and statements the Trustees agreed the future actions proposed by the Chair and Vice Chair. More detail of the actions would be the subject of future meetings.

**Full Meeting Closed.**