



Padiham Town Council

Town Hall, Burnley Road, Padiham BB12 8BS Tel: 01282-968781

Email: contact@padihamtowncouncil.gov.uk

**The Town Mayor
Councillor Maureen Whittaker**

**Padiham Town Clerk
Steve Watson**

29th March 2023

Dear Councillor

A meeting of the Padiham Town Council will be held on Monday 3rd April 2023, commencing at 7:00pm in the Council Chambers, Padiham Town Hall.

All Councillors are summoned to attend to transact the business within the Agenda set out overleaf.

Yours sincerely

**Steve Watson
Padiham Town Clerk**

To: Members of the Town Council
Member of Lancashire County Council
Police Sergeant
Town Centre Manager



Town Councillors are summonsed to attend a Padiham Town Council meeting which will be held on Monday, 3rd April 2023 in the Council Chambers, Padiham Town Hall.

Meeting of Padiham Town Council

7:00pm Monday 3rd April 2023

A G E N D A

1. Apologies for absence and reasons given.
2. Declarations of Disclosable Pecuniary Interests (Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting).
3. Formally adjourn the meeting to allow for Public Participation
 - a) Police Report
 - b) Town Centre Manager Report
 - c) Public Questions received in advance
 - d) County and Borough Councillor Reports
 - e) Padiham Organisation Reports
4. Formally reconvene the Town Council Meeting
5. Minutes
 - a) Minutes of the Town Council Meeting held on 6th March 2023 for approval.
6. Officer's Report including Administration, for information unless stated
 - a) Actions taken under the Minutes
 - b) Correspondence
 - c) Easter Office Closure

7. Report back from Working Groups

- a) Events Working Group updates
 - 1. Events Update - Duck Race Risk Assessment
 - ii. Kitchen Equipment
 - iii. Clean Up day – volunteers and skip
- b) Planning Working Group Feedback
- c) Strategic Planning meeting date

8. Items for Discussion

- a) Red Phone Box re-instatement and usage update
- b) Office Printer/Scanner Options

9. Finances

- a) Budget Monitoring Report and Bank Reconciliations
- b) Payments of £46,608.64 and Receipts of £2,150.89
- c) Petty Cash Report of £500.00 of which £250.00 is in Events Float
- d) Online Banking
- e) Internal Auditor

10. Date of next Town Council meeting: Monday 15th May which will be The Annual Town Council meeting and Mayor Making 2023 at 7pm