

# RIBBLE VALLEY BOROUGH COUNCIL

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your ref:  
date: 15 March 2011

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Dear Councillor

The next meeting of the **PARISH COUNCILS' LIAISON COMMITTEE** is at **7.15PM** on **THURSDAY, 31 MARCH 2011** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you can be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee members (copies for information to all other members of the Council)  
Directors  
Parish Clerks/Parish Representatives  
Press

## AGENDA

### Part 1 – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. Minutes of last meeting held on 27 January 2011 – copy enclosed.
3. Matters arising from the minutes (Three-Tier Forum – reply from Lancashire County Council).
4. Clitheroe Torchlight Procession 2012 – to receive Peter Moore from the Organising Committee who will inform Members of what is being proposed for this event.
5. Street Parties – Head of Engineering to report verbally.
- ✓ 6. Matters brought forward by Parish Councils:
  - (a) Ribchester Parish Council – Parish Council Clerks and PAYE implementation – information enclosed.

(b) Simonstone Parish Council – Parish and Town Councils Charter  
“To assist in assessing awareness could you please answer the following three questions:

1. Are you aware of the Charter?
2. If yes, when was the last time you used or referred to it and what was the issue?
3. If no, are any of your colleagues/associates aware of the Charter? If they are when did they last refer to it or use it and what was the issue.”

7. Healthy Valley and Stan the Van Update – Partnerships Officer to report verbally.

8. Date and time of next meeting.