



**Members of the Council are summoned to the  
Parish Council meeting to be held on Monday 9<sup>th</sup> May 2022, at 7pm  
at Trawden Forest Community Centre**

**Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO**

1. **To approve Apologies**
2. **To consider and approve the Minutes** of the meeting held on 4<sup>th</sup> April 2022 (enclosed)
3. **To receive Declaration of Interest**  
Members are to be reminded of the requirements of the member Code of Conduct concerning the Declaration of Interests
4. **County Councillors Report - for information only (5 minutes)**
  - The wall at Gladstone Terrace is not owned by either Lancashire County, or Pendle Borough Council. Neil Watson arranged inspection to see if it is a concern.
  - Councillors to advise the Clerk of any issues that need raising with the County Councillors prior to the meeting.
5. **Borough Councillors Update - for information only (5 minutes)**
  - Cllr S Cockburn-Price to update the Parish Council on the current events.
  - Councillors to advise the Clerk of any issues that need raising with the Borough Councillor prior to the meeting.
  - Andrew Stephenson MP will keep Cllr S Cockburn Price up to date with the progress on a replacement post-box on Church Street.
6. **Purchase of Speed Indicator Devices**  
The Parish Council will meet prior to the June Parish Council meeting and report back
7. **Colne Area Committee – for information only (5 minutes)**
8. **Community Centre Trustees Update – for information only.**
9. **To adjourn the meeting for public participation for their Issues – 5 minutes per item.** Members of the public are permitted to attend. If you would like to attend, please contact the Clerk before 12 noon on the day of the meeting. If you have not pre-booked with the Clerk, you may not be permitted entry due to limits on the number of people permitted in the building at any one time.

*Members of the public may make representation during this period and raise issues of local concern, however, please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda for the meeting. Such items may be considered for a future meeting. A member of the public is defined as a person, other than Parish Council members or officials, Chairman to reconvene the meeting.*

**10. Parish Council Vacancy**

**(5 minutes)**

There has been one applicant for the vacancy for Trawden. This person has been invited to the meeting and Councillors must consider their application.

**11. Trawden in Bloom.**

**(7 minutes)**

- Councillors to note the attached minutes from the last meeting held by the group.
- Councillors to consider a request from the group to view the open garden at Dent Hall at a cost of £5 per person, approx. 15 interested in attending.
- The Clerk has found the attached First Aid kit. Councillors to consider whether this should be purchased for the group.
- The Clerk has received confirmation for 6 additional sponsors for the planters on the wall at Skipton Road. Two people have advised they will not be renewing their sponsorship, so 4 boxes need to be purchased. Councillors to consider purchasing these and then creating a waiting list for future years. Councillors to consider the Clerks suggestion that no further new sponsorship is taken unless one sponsor does not renew.
- Councillors to consider the attached report from Cllr Crompton, to supply a new Summer House for the Peace Garden.

**12. Lengthsman**

**(3 minutes)**

The Lengthsman has carried out the painting jobs as requested from the Grot Spot walk.

**13. Allotments and Garages.**

**(8 minutes)**

- Councillors to consider the attached correspondence from Karen Pugh regarding allotments and garages.
- Councillors to consider the options for the 2 problem sites to be discussed by Cllr D Storey.

**14. Potential Defibrillator at Recreation Ground and at Cockhill Club**

**(5 minutes)**

Councillors to consider the attached report for supplying 2 defibrillators at the above locations.

**15. Queen's Green Canopy Plaque**

**(5 minutes)**

Councillors to consider the attached report from the Clerk.

**16. Bus service**

**(5 minutes)**

The Clerk has received numerous complaints regarding the poor bus service that Trawden is receiving. She has queried the missing buses with the bus company, to be told that they are short of drivers and that customers should use the phone app to keep up to date with the cancellations. Children are arriving at school late due to their bus not arriving. Councillors to consider whether any intervention is required.

**17. Clerks update**

**(3 minutes)**

- Councillors to consider the Clerks working arrangements, and whether the purchase of a division screen would alleviate interruptions - report attached. Improvements have been noted since the Clerks Easter break.

**18. Grot Spot Walk**

**(5 minutes)**

- Councillors to note the progress on the attached list and decide on actions suggested as highlighted in yellow.
- Councillors to decide when the Grot Spot Walk for Wycoller should take place.

- 19. Policies (5 minutes)**  
Councillors to consider the re-adoption of the Risk Management Policy Statement, Risk Management Register, Health and Safety, and re-presented Financial Regulations Policies required by the Parish Council.
- 20. Poetry Garden (5 minutes)**  
Councillors to consider the attached poems for display in the Poetry Garden for the Queen's Platinum Jubilee.
- 21. Road to the rear of Cotton Tree Lane (3 minutes)**  
Cllr's Hodgson and Storey to update members on the progress.
- 22. Tram Track Access (5 minutes)**  
The Clerk has responded to the Solicitor from the decision at the last meeting, and Mr & Mrs Harper should have received a letter.
- 23. Trawden named as the best place to live in the North West (3 minutes)**  
Councillors to consider purchasing plaques to acknowledge the title given by the Sunday Times.
- 24. Parking issues at Cotton Tree (5 minutes)**  
Councillors to decide on a way forward for the continued parking issues at Cotton Tree.
- 25. Cyclists Speed on Tram Tracks (5 minutes)**  
2 Residents have raised their concerns about the speed of cyclists travelling down the Tram Tracks. Councillors to consider any measures that could be put in place.
- 26. Lanehouse Lane Playground (3 minutes)**  
Councillors to consider costing for the repair of the bearings on the roundabout on the playground.
- 27. Planning Applications:** 2 applications have been responded to; see attached.  
Notification of an appeal. Planning Appeal: Hollin Hall Barn Hollin Hall Trawden. Proposed Development: Full: Demolition of conservatory, erection of two storey rear extension and loft conversion (Re-Submission). Planning Inspectorate Ref: APP/E2340/D/22/3296497 Local Authority Appeal Ref: 22/0009/AP/REFUSE Planning Application Ref: 22/0086/HHO. The Council is not permitted to sending any comments to the Secretary of State, due to new regulations for HHO appeals.  
Application 22/0151/FUL – Erection of single storey side extension and change of use of land from agricultural to domestic. At: 13 Back Lane, Trawden  
APPLICATION: 22/0251/HHO PROPOSAL: Full: Erection of first floor extension. AT: The Oaks Bungalow, Hollin Hall Trawden  
APPLICATION: 22/0256/FUL PROPOSAL: Full: Change of use of land from equestrian to domestic garden, demolition of existing timber stable block and erections of single storey timber annexe accommodation. AT: 1 Far Wanless Barn Hollin Hall Trawden  
APPLICATION: 22/0250/FUL PROPOSAL: Full: Re-cladding of stable block. AT: The Oaks Bungalow Hollin Hall Trawden
- 28. Correspondence**
- Notification received that Burnley Borough Council have adopted 2 new Supplementary Planning Documents. They are The Local List and Houses in Multiple Occupation and Small Flats.

- Query received from a resident of Carr view regarding the fence on the playground and footballs hitting their property. See attached.

29. **Finance**

To approve, or otherwise the following payments:

Lengthsman Hours	£772.50
Grass cutting contract	£320
Room Hire for Trawden in Bloom meeting	£12.00
Clerks Expenses	£12.60
Leo Brightley bus shelter and toilet cleaning	£135
Colne Youth Action Group	£2500
Reimbursement to Cllr Hodgson – repair of chainsaw following work for TiB	£27.14

The Parish Council to consider the attached document as the insurance is due for renewal. Alternative insurer is around £75 more expensive.

Next meeting 6<sup>th</sup> June 2022. Commencing at **7.00pm**