

TRAWDEN FOREST PARISH COUNCIL

Minutes of the Meeting held on Monday 7th November 2022

Meeting started 7pm

Present

Chairman Barry Hodgson

Clerk Adele Waddington

Councillor Andrea Beswick

Councillor Emma Jane MacDonald

Councillor Melva Burton

Councillor Mark Watts

Councillor David Barritt

Councillor Ann Holmes

Councillor Leo Brightley

Also in attendance: Borough Councillor Sarah Cockburn-Price, County Councillor Jenny Purcell, Eleanor Jolley, Malcolm Pate

Apologies accepted from: None

Minutes - It was resolved that the Minutes of the Meetings held on the 3rd October 2022 be signed by the Chairman as a true and accurate record.

Declaration of Interest – Cllr Brightley declared an interest in Item 22 – Bus Shelters.

County Councillors Report

- Cllr Hodgson asked that, when the drainage works are carried out, at the end of November, whether an additional grid could be installed to capture water earlier.
- Cllr MacDonald highlighted the report that she has made regarding the edging of the footpath on Colne Road. Details to be forwarded to the Clerk.
- Cllr Beswick asked whether any progress had been made with the request for foliage cut-back at Cotton Tree
- The meeting, regarding the parking issues on Hollin Hall has taken place. Report to follow.
- Cllr Watts highlighted parking issues at the Church corner. Cllr MacDonald and the Clerk have also recorded a parked car causing issues. Images forwarded to the Clerk. The Clerk to email Cllr Purcell with all of the above issues.
- Cllr S Cockburn-Price has escalated the parking issues, at Trawden Road. She will chase Lancashire County Council for a response and copy to Cllr Purcell.
- It has been confirmed that the wall at Gladstone Terrace belongs to the residents. Leaflets delivered to all properties.

Borough Councillors Update/ Colne and District Committee

- Cllr S Cockburn-Price advised that two more untaxed vehicles had appeared at the Tram Tracks at Cotton Tree. These are being investigated and removed, if possible.
- The footpath from Holme Crescent to Skipton Road has been inspected by Councillors. Tom Partridge attended the meeting and has gone to back to the engineers with the Parish Council comments, that only the lower section needs attention. Waiting new cost.
- There is a broken dog fouling bin on Skipton Road. This has been reported to Pendle Borough Council, and they are investigating how these are fixed.
- Cllr S Cockburn-Price advised that Pendle Borough Council (PBC) are writing to Lancashire County Council (LCC) regarding the erosion issues on the path near Wycoller. As LCC owns the land, and they have not upkept it, PBC feel that LCC should be responsible for the cost of repairs.
- Cllr S Cockburn-Price thanked Councillors, for stepping up to fill the gaps for our village, and hopes that we can work together to continue to gain the best outcomes for the Parish.

Community Centre Trustees update

Cllr Barritt confirmed that there is a Trustees meeting next week.

Residents Issues

No residents present.

25/2022

Trawden in Bloom

- Meeting minutes noted. Figures include required spend up to 31/3/23.
- Cllr Barritt advised that there is still damage to the summerhouse at the Peace Garden. Trawden in Bloom will decide, in time, whether they will continue to maintain the area.

Garages

- Cllr Hodgson advised that the road surface to the rear of Cotton Tree Lane, that belongs to the Parish Council, will be repaired w/c 14/11/22.
- AYOM Ltd continue to chase Mr Dobby for the outstanding debt for removal of the garage.
- Thanks to the Allotment Association for sending the updated tenant list.

Parish Councillor Vacancy

- There were two formal applications for the Cotton Tree/Winewall/Wycoller vacancies. It was resolved that Eleanor Jolley and Malcolm Pate be co-opted onto the Parish Council. Both asked to complete the required documents and return to the clerk within the statutory 28 days. Inductions will be prior to the next meeting.

Lanehouse Lane Playground

- Cllr Hodgson confirmed that the roundabout is working has been greased. Lengthsman to continue to monitor and bring to the attention of the Clerk if it worsens.
- There have been no further reports of issues with children pulling the fencing away from the wall.
- It was resolved that, in light of the letter received from the members of the Friends of Trawden Playground group, we acknowledge that this partnership has come an end and the Parish Council appreciate their efforts with youth projects in the Parish.
- It was resolved that the Parish Council needs to decide how and if, we can assist with resolving ongoing issues with anti-social behaviour.
- Councillors noted that no works are required following the annual RoSPA Inspection.

Clerks update

- It was resolved that the Clerks expenses be paid.
- Repair works have been carried out along the footpath between Back Lane and the school. A new drain has been installed so water should divert into this. The situation is being monitored by both residents and Pendle Borough Council.
- It was resolved that a WhatsApp group for Councillors be set up to advise Councillors of urgent matters. Where the clerk requires a response to emails by a certain date, this will be included in the subject line of emails. If Councillors do not respond within the time set, they will not be entitled to respond after this date.

New Parish Council Office

The order has been placed, and the crane operator has been advised that they will receive a purchase order once delivery date is confirmed. The Clerk has asked the Trustees a series of questions, in order to ensure both parties are in agreement to placement of the structure.

Tram Track Access

Councillors noted that the draft Licence has been sent to Mr & Mrs Harper; approved Wayleave agreement has been signed and returned to the Surveyor; £5000 received from Mr & Mrs Harper; letter of permission for United Utilities sent. Licence signed by Chairman and returned to solicitor. Mr & Mrs Harper have asked their Solicitor to look over the Licence.

Parking problems at the entrance to Ball Grove and surrounding area

Double yellow lines are to be costed by Pendle Borough Council, for the area across from entrance to the car park, and signage is to be moved so it is more visible. Clerk has chased.

26/2022

Lengthsman

- It was resolved that the clerk ask the Lengthsman to identify any areas that would benefit from spring flowering bulbs. More areas may be identified in spring – Councillors to report these to the Clerk.
- It was resolved that the Lengthsman repairs the benches required, up to £300.

Ball Grove

It was resolved that Councillors are not confident, as yet, that we have all answers to confidently agree to conclude the transfer of the Trawden part of Park. Questions to be sent to the Clerk urgently.

Defibrillators

It was resolved that the Clerk wait for the G5 to be back in stock and re-evaluate at this time.

Christmas Lights Switch on

This will take place on 8th December at 6.30pm. Cllr Hodgson confirmed the tree will be installed for this date. It was resolved that the Clerk purchase 4 tubs of chocolates to be handed out.

Meeting dates 2023

It was resolved that the Parish Council meetings be held on the dates proposed, except for May. This will be decided nearer to the time, as this date has now been declared as a Bank Holiday.

Remembrance Day

Cllr Holmes can assist.

It was resolved that Cllr Hodgson lay the wreath on behalf of the Parish Council.

Bus Shelters

It was resolved that Cllr Brightley produce a proposed schedule of required works, as part of a new maintenance schedule. The Clerk will distribute with the documents for the next meeting.

Planning Applications

APPLICATION: 22/0518/OUT PROPOSAL: Outline: Erection of two single storey dwellings (all matters reserved). AT: Higher Stunstead Farm Stunstead Road Trawden.

The Parish Council objects to the proposals within this application as it is outside of the settlement boundary. Within the Trawden Forest Neighbourhood Plan, it states that any windfall sites should be within the settlement boundary. It is worth noting that, the recently built property, within the vicinity was approved before the adoption of the Neighbourhood Plan. Councillors feel that the old, traditional area of Stunstead, should be preserved, as far as possible, without a ribbon development joining newer properties to this area of historical interest.

Cllr MacDonald reported that the structure at Rock Lane had been refused; some of the conditions on the development at Black Carr had been removed; the owner of 13 Back Lane has lodged an appeal for refusal of his application.

Correspondence

It was resolved that the signs to promote Commonwealth Graves on the 2 sites in the Parish are a good idea. The Clerk to follow this up.

Finance

It was resolved that the following payments be made:

27/2022

Clerk's expenses (desk £15, chair £5, eye test £25, mileage (£21.60) £20 already paid	£66.20
Grass cutting contract	£160
Lengthsman October hours	£525
Lengthsman Expenses	£24
LBS (paid)	£34.99
LBS (paid)	£17.98
LBS (paid)	£30.00
<u>Mandeleigh plants</u>	£489
D Edmundson – Planter for Back Lane (paid)	£106.50
Swimming reimbursement (paid)	£18.25
Are You Owed Money Ltd* (paid)	£485.10
<u>Leo Brightley – Bus shelter and toilet cleaning (paid)</u>	£135
HMRC (paid)	£1366.94
D Edmundson – Planters for Well Head (paid)	£213
Mercer Print – sign for box at Back Lane & installation of new sponsor stickers (paid)	£285.60
Scribe annual subscription	£676.80
Annual RoSPA Inspection of Lane House Lane Playground	£76.20
<u>Whitesides Tree Care</u>	£500
TFCC Trawden in Bloom Calendar page	£65

Councillors thanked Cllr Watts for inspecting the half year accounts, in line with the Financial Regulations.

Part 2

It was resolved that the open meeting was closed in order to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:

Clerk's annual appraisal

It was resolved that, when the Clerks job description changes with the acquisition of Ball Grove and/or the Recreation Ground, the pay scale will be re-evaluated. It was resolved that the approved NJC pay scale rise would be accepted and backdated to 1st April 2022, and the additional day leave, will be added to the Clerks contract from 1/4/2023.

Meeting closed 9.45pm – next meeting Monday 5th December at 7pm. Cllr Watts send his apologies for this meeting.

28/2022

