



Minutes of the Meeting held on Monday 6th November 2023

Meeting started 7.10pm

Present

Clerk Adele Waddington

Councillor Eleanor Jolley

Councillor Malcolm Pate

Councillor Ann Holmes

Councillor Mark Watts

Also in attendance: Borough Councillor Sarah Cockburn-Price, County Councillor Jenny Purcell. Jonathan Wiggins.

To elect a Chairperson for this meeting – It was resolved that Cllr Holmes chair the meeting.

Apologies accepted from: Councillor Emma Jane MacDonald, Chairman Barry Hodgson, Councillor David Barritt, Councillor Andrea Beswick, Councillor Philippa Osborne

Minutes - It was resolved that the Minutes of the Meeting held on the 2nd October 2023 be signed by the Chairman as a true and accurate record.

Declaration of Interest – None.

County Councillors Report

- With reference to requested meeting about double yellow lines at Lane House and Hollin Hall, the Clerk has received an email to state that the team member from Lancashire County Council is on leave, and an on-site meeting will be scheduled upon his return.
- Cllr Purcell has not managed to make any progress on the outstanding issues of the fallen wall at Spring Garden Villas and the leaking trough at Gladstone Terrace. The Clerk to send this email again.
- Cllr Purcell has some funding available. Groups within the parish are permitted to apply direct to her for this.

Borough Councillors Update/ Colne and District Committee

- Colne Youth Action Group half term activities were very successful. The van broke down but was quickly repaired. They have started some Sunday activities and are running Forest School and taster rugby sessions. There is a new, male member of staff. The improvements to the building at Byron Road continue, with the flooring being installed.
- Cllr S Cockburn-Price has reported the leaky downspout at LBS – waiting progress update.
- There is an ongoing issue with rain water coming from behind the cottages at Hollin Hall and across road which is flooding properties.
- The Clerk chased information regarding the replacement plaque for the Recreation Ground, but has received no response. The Clerk to chase again and copy in Borough Councillors as they had funding set aside for this.
- Councillors noted the updated Colne Youth Action Group report.

Community Centre Trustees update - Cllr Pate reported that the Post Office Service is to continue.

Residents Issues - No residents present.

2024/25 Budget

Councillors provisionally approved the presented budget. It must be ratified in January when the precept demand is completed and returned to Pendle Borough Council.

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Trawden in Bloom

- Budget figures noted.
- Councillors congratulated Trawden in Bloom on achieving a Gold award at the North West in Bloom prize giving ceremony. The Clerk to write to the group.

Clerks update

- It was resolved that the Clerks expenses and additional 7 hours be paid.
- The HR committee to arrange the Clerks annual appraisal.

Councillor vacancy

Jonathan Wiggins applied for the vacancy, and it was resolved that he be co-opted onto the Parish Council, with immediate effect.

Lanehouse Lane Playground

- It was resolved that the Clerk contact School to see if the School Council would like to do a project with their classmates, with information created by the Clerk for completion. Cllr's Watts and potentially Jolley and the Clerk to attend School.
- Councillors noted the quote from LPE Ltd, Nelson.

Ball Grove

- Councillors noted that the transfer document has been returned to Pendle Borough Council and the transfer of the site was effective from 1st November 2023.
- Councillors noted that the Indemnity Insurance has been paid.
- Councillors noted that Leo Brightley has painted the car park barrier and funding from Borough Councillors has been received.
- Councillors noted the minutes of the Friends of Ball Grove meeting.
- It was resolved that the Grounds Maintenance Contract would be awarded to Pendle Borough Council, for at least the next 12 months, based on the schedule supplied. This will be put out to tender for 2025/6 in the next financial year.
- It was resolved that there would be a budget of £2500 set aside, for the first year, for repairs required at Ball Grove without prior need for approval, upon the Clerks judgement.
- It was resolved that the Ball Grove Acquisition Committee members can move forward with conversation and implementations with the café tenant.
- It was resolved that a defibrillator will be purchased. The Clerk has applied for a fully funded one, but if this is not successful, she will purchase one with paediatric pads included.
- It was resolved that the invoice for £14557.50 for grounds maintenance for Ball Grove will be paid.
- Councillors noted that the additional premium for insurance of the building at Ball Grove was £273.86 and has been paid. Public liability automatically extends to all land held under the Parish Council's name.

Christmas Lights Switch On

Arrangements have been made, as per the proposals form. The clerk to advise Cllr Osborne of the items that need to be purchased.

Trawden Forest Neighbourhood Plan

- It was resolved that all items on this be deferred to December meeting.

Grot Spot Walk

It was resolved that:

- the steps between Holme Crescent and Skipton Road be repaired,
- the suggestion of two bus shelters requiring painting will be debated at the January meeting,
- Dean Street bus shelter will get a notice board, once painted (if agreed in January),
- The concrete posts at Bannister Close are to be removed,

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- A bench should be purchased for the land at Bannister Close,
 - The stepping stone across the field from Hall Road to Clifton Street be left as they are.
- The issue with the railings at Sydney Terrace is ongoing.

Safeguarding Officer

Councillors noted and thanked Cllr Beswick for completing the Safeguarding training, and becoming the new Safeguarding Officer.

Additional Local Green Spaces

It was resolved that the Parish Council will not respond to the Consultation, but may take steps to include these within its work on the Neighbourhood Plan.

Remembrance Day

Councillors noted the Remembrance Day Risk Assessment, and noted that it is on 12th November.

Trawden Road Bus Shelter - It was resolved that this be deferred to the December meeting.

Meeting Dates 2024 - It was resolved that the dates proposed for the meetings in 2024 are approved.

Biodiversity Policy – It was resolved that the Policy written by the Clerk be adopted.

Speed Indicator Device (SpID) Sites

It was resolved that the Councillors are happy to proceed with the three locations already established, but put forward Church Street, Spring Garden Villa's and Lane House for consideration next year.

Councillors specific email addresses

Councillors are now using their new email addresses and these are published on the website. The Clerk to create a new one for Councillor Wiggins.

Planning Applications

APPLICATION: 23/0649/FUL PROPOSAL: Full: Siting of a storage container (20ft x 8ft). AT: Pavilion Recreation Ground Keighley Road. Response: Councillors have no objections to the proposals within this application.

APPLICATION: 23/0628/HHO PROPOSAL: Full: Insertion of 2no. patio doors to carport to form an enclosed area and alterations to floor levels to create a habitable room. AT: Briermead Lane House Lane Trawden. Response: The Planning Committee have already responded to this application, but Full Council would like to see the roof line to match that of the garage.

APPLICATION: 23/0719/FUL – Peter Laithe Farm Full: Conversion of existing barn to form 3 no. dwellings with new detached garage block and associated parking and garden areas. Response: Although it is good to see that there are plans for the barn to be reused/repurposed, councillors feel that the current plan does not preserve enough of the original features of the traditional barn. It is encouraging that the proposals include aluminium windows and not uPVC. There are concerns about the excessive amount of glass proposed in both existing and new openings and that there are a lot of additional rooflights to be added. It could be argued that the large door openings and windows would provide sufficient light to remove the need for rooflights. The garage roof should be using traditional materials.

Allotment Fence Posts – It was resolved that the Council would fund the fence posts required.

Correspondence

- Councillors noted the thank you received from St Mary's Church, Mountain Rescue and the Friendship Group.
- Councillors noted the letter from Lancashire County Council following numerous issues raised.
- It was noted, and suggested that the Clerk contact school to see if they would be interested in creating 'Please don't drop litter' posters. To be added to the December agenda.

- Councillors noted thank you letter received from Trawden in Bloom for the Council funding their tickets for the prize giving ceremony.

Finance

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£7.65
Clerk's additional hours	7hrs
Lengthsman hours x 54 hrs	£918
Grass Cutting Contract x 1	£175
Leo Brightley – painting barrier at Ball Grove (paid)*	£278
Reimbursement to Cllr Beswick for Safeguarding Course (paid)	£15
Farnworth Rose Solicitors – Access off Tram Tracks (+VAT)	£255
Mandeleigh Plants (+VAT)	£441
Farnworth Rose Solicitors – final payment for all works relating to Ball Grove	£1692
LBS compost and manure (paid)	£39.99
Trawden Forest Community Centre – meeting room hire (paid)	£300
Zurich Insurance – Ball Grove building (paid)	£273.86
Scribe Accounting System Annual Invoice (inc VAT)	£812.16

Councillor Wiggins and Cllr S Cockburn-Price left the meeting at 9.20pm.

Part 2

It was noted that all permissions regarding installation of services on the Tram Track verge have now been removed and it was resolved that the Clerk would respond to the resident in relation to the request for return of the money paid for drawing up these agreements.

It was resolved that the Clerk would write to the complainant regarding comments made at the Colne and District Committee meeting about the road in Wycoller.

Meeting closed 9.35pm.

Next meeting Monday 4th December 2023 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

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