



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 7th June 2021, at 7.00pm
at Trawden Forest Community Centre**

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

1. To receive Apologies
2. To consider and approve the Minutes of the meeting held on 17th May 2021 (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 **(10 minutes)**
5. Borough Councillors Update - for information only **(10 minutes)**
6. Community Centre Trustees Update – for information only
7. To adjourn the meeting for public participation for their Issues – 5 minutes per item. This meeting will be a physical meeting, and 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.

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

8. **Parish Council Vacancy for Winewall, Wycoller and Cotton Tree** **(5 minutes)**
Closing date for 10 residents to respond to Pendle Council requesting a by-election was 1st June 2021. Waiting notification as to whether a by-election will be called or whether the Council can advertise and co-opt.
9. **Parish Council vacancy for Trawden** **(5 minutes)**
Closing date for 10 residents to respond to Pendle Council requesting a by-election was 1st June 2021. Waiting notification as to whether a by-election will be called or whether the Council can advertise and co-opt.

10. **Lengthsman.** (6 minutes)
- Clerk to report on the Lengthsman's tasks completed for the previous month, and ask Councillors to consider any tasks that should be added to his schedule for the upcoming month.
 - Councillors to consider purchasing a new high-vis vest for the Lengthsman. Cost around £20 as it is personalised with the council logo both front and rear.
11. **Trawden in Bloom.** (15 minutes)
- Councillor Robinson to report on the work carried out by the Trawden in Bloom team.
 - The Clerk has written to 7 people who showed their interest in sponsoring a planter last year. Requested that they advise by 5/6/21 whether they are still interested.
12. **Allotments and Garages.** (15 minutes)
- To note any issues Councillors D&C Storey reports regarding Allotments and Garages.
 - The 2 tenants who requested to swap garages have seen the agreements that I sent to them and the asbestos garage should be replaced by the end of July 2021 at the latest subject to both party's written agreement. One signed response received so far.
 - The Clerk has received a complaint regarding 2 large skull and cross-bones flags that have appeared on one of the allotments. Councillors to consider whether the Clerk should ask that they be removed.
 - Complaint received from an allotment tenant that a neighbouring tenant has dug some stakes into the ground which is pushing over her fence. Councillors to consider appropriate action.
 - Response received to letter sent to resident following official complaint from allotment tenant about resident accessing allotments. See attached.
13. **Ball Grove Park.** (10 minutes)
- The working group met with the owner of the White House and Cllr Cockburn-Price on 28th May. A verbal report will be given at the meeting.
 - The Solicitor has advised that the properties were granted access over the track in 1921 and it may be seen that a barrier creates substantial interference with access. The Clerk has purchased the title deeds to White House and sent these to the solicitor so she can advise further. With reference to maintenance of the track, a proposal was put forward to the working group that a 3-way split of maintenance costs for the track be agreed. This has been forwarded to the solicitor who advises that, as there is currently no obligation for Pendle Council to maintain the track, there seems little financial sense in entering into an agreement with the users of the road which imposes any obligations to the Parish Council to maintain the road. The Council is under no obligation to maintain or repair the accessway, neither are the properties.
14. **Map of interesting places.** (5 minutes)
- No further information as yet. The Clerk has asked whether it is possible to add the What3words information on it.
15. **Colne Area Committee** – for information only (5 minutes)
16. **Friends of Trawden Playground** (10 minutes)
- The group to still confirm whether they would accept a Parish Council member onto their committee.
Email received asking permission to install CCTV onto the playground. Email attached.
17. **Swim Passes.** (4 minutes)
- The first session is offered for the school holidays 31/5 – 8/6. The Clerk will report back at the July meeting regarding the uptake of the scheme.

18. **Dog Fouling Issues** (5 minutes)
The Clerk has created a poster (attached). Councillors to consider whether this should be printed and distributed. If so, where to? Do we need to have some of these printed on board so they can be displayed outdoors?
19. **New Office Space** (10 minutes)
The Trustees have now had their meeting and will progress this structure
20. **Trawden Tram Tracks** (10 minutes)
The land registry for the area has been sent to the Solicitor to try and find out whether the residents are responsible for 25% of the cost per property or 25% collectively. The Solicitor has also been asked whether it is possible for her to identify the properties that are responsible for contributing to the cost of repairs.
The Clerk has also asked CWS Groundworks for an approximate cost for the works to be carried out as a guide.
21. **Wall at Chapel Close**
Cllr Cockburn-Price asked the Clerk to request that the owners of the failing wall at Chapel Close rectify the problem before it becomes a serious problem. The Clerk has been in contact with the owner of Number 1 advises that it has been inspected, and although it is currently safe, they are investigating repair options.
22. **Tree Survey** (5 minutes)
Councillors to consider the Clerk requesting quotes for the 3-year tree inspection.
23. **Bench on Tram Tracks** (5 minutes)
The Clerk has been approached to see if it would be possible for a bench to be installed on the Tram Tracks. The Clerk has asked whether the Cockhill Club would be willing to sponsor one.
24. **Wild camping** (10 minutes)
Complaints have been received regarding the starting up again of the Wild Camping in Wycoller. Cllr Cockburn-Price has initiated correspondence with Pendle Borough Council before this escalates to a big concern. The Clerk was asked to provide information to the Enforcement Officer so that they can monitor the site.
25. To consider **Planning Application**: None
26. **Correspondence** – to consider and resolve to take action on the attached correspondence.
27. **Finance** - To approve, or otherwise the following payments:
- | | |
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| Lengthsman's hours | TBA |
| Andrew Crawshaw for grass cutting contract | TBA |
| Enhanced Countryside Service Option | £2588.40 |
28. **Councillors Issues** - To bring to the attention of the Parish Clerk any outstanding issues requiring attention. The Clerk should then pass these onto the relevant authority for action, or add to the agenda for the next meeting.

Next meeting on 5th July 2021. Commencing at 7.00pm.