



TRAWDEN FOREST
PARISH COUNCIL

**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 6th September 2021, at 6.30pm
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 5th July 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. **Lengthsman.** **(5 minutes)**
 - The timesheets for July and August are attached. Councillors to consider payment any tasks that should be added to his schedule for the upcoming month.
 - The Clerk has written to the new owners of Briarmede and the cuttings that had been placed on the Parish Council's verges have been removed. They ask why this section is not included in the upkeep of the Tram Track verges. Councillors to consider adding this to the Lengthsman duties.
9. **Trawden in Bloom.** **(8 minutes)**
 - Councillor Robinson to report on the work carried out by the Trawden in Bloom team.
 - 2 new containers for the wall at Skipton Road on order, 2 will be re-used.
 - Cllr Robinson and the Clerk have decided on the new style of planter vinyl. These have been delivered and it will cost £ for these to be installed by the printer

- Quote received for the self-adhesive 4" diameter Trawden in Bloom stickers. These are £150 + VAT. Councillors to consider whether these should be ordered.
- Quote received for Trawden in Bloom upstand marker notices at £22.50 each. Councillors to consider whether these should be ordered.

10. Allotments and Garages. (15 minutes)

- To note any issues Councillors D&C Storey reports regarding Allotments and Garages.
- The tenant of plot LG19 responded to the request for attention to the doors stating that improvement works would be carried out by the end of July. Cllr Hodgson has inspected the site and no works have been undertaken. Cllr Hodgson suggested that the council write to the tenant to advise that his tenancy will not be renewed in April 2022 due to his lack of cooperation with requests. Councillors to consider the suggestion by Cllr Hodgson. The garage is also asbestos, so councillors to consider the course of action required to have the garage removed from the site before it is offered to a new tenant.
- Nick Elliot to give an update on the progress of the Allotment Association set up.

11. Issues with young people around the Shop (10 minutes)

Councillors were sent a report on 11th August updating them of the situation with young people causing problems around the Shop area. Steven Wilcock, Margaret Foxley and PC Sarchet are attending the meeting to give an overview and update on the situation. Councillors to consider a multi-agency meeting to try and stop this happening in future school holidays.

12. Ball Grove Park. (10 minutes)

- The works from the July meeting have commenced, but Les Cromey of Friends of Ball Grove feels that boulders should be placed in front of the rail just past the entrance to stop vehicles parking. Councillors to consider moving forward with the transfer of the park and to consider any remedial action required for the access track and play area.
- Response received from Solicitor regarding access over the track to the properties. See attached.
- Cllr S Cockburn-Price set up a website for Ball Grove that needs updating and taking over. Councillors to consider if the Parish Council should take ownership of the website and who should update it.

13. Map of interesting places. (5 minutes)

Lady Grey Graphics has confirmed that she has worked with the Colne BID team and is aware of the requirements for the website. The project will now move on.

14. Colne Area Committee – for information only (5 minutes)

15. Friends of Trawden Playground (10 minutes)

- Councillors to consider the attached proposals from Thorne Security with regards to installing CCTV on Lanehouse Lane Playground.
- Councillors to give feedback for the original plans received regarding the proposed layout for the upgrade of the playground. The last conversation around these plans is that they were not supported and needed to be revised.

16. New Office Space (5 minutes)

The Community Centre Trustees have had written permission to extend the fencing to the rear of the library to accommodate an external office structure.

17. Trawden Tram Tracks (10 minutes)

The Solicitor has responded to the queries. The response is attached. Councillors to consider the extent of repairs required.

18. Tree Survey (5 minutes)
Survey has been completed. 4 or 5 trees need attention/felling. Councillors to consider the Clerk getting quotes for the work to be carried out.

19. Bench on Tram Tracks (5 minutes)
The bench has been purchased by the Cockhill Club and has been cited on the Tram Tracks.

20. Queens Platinum Jubilee (10 minutes)
Councillors to consider the attached information received and decide on any course of action to be taken on the project.

21. Speeding and Safety past the bus terminus (10 minutes)

- Cllr Robinson to report on issues regarding the safety of pedestrians whilst vehicles are travelling too fast on Lane House and Hollin Hall past the bus terminus.
- Councillors to consider the information submitted by Scott Whalley on the supplementary documents.

22. Remembrance Day (5 minutes)
The Clerk has submitted the relevant information for the Remembrance Day Parade which is to take place on Sunday 14th November 2021. Councillors to consider who will lay the wreath for the Parish Council this year.

23. LALC AGM (5 minutes)
The Lancashire Association of Local Councils is holding its Annual General Meeting on Saturday 20th November at 10am via Zoom. Councillors to consider if anyone should attend.

24. Public Rights of Way Delivery Scheme (8minutes)
Lancashire County Council are again offering the scheme to Town and Parish Councils. Councillors to consider signing up to the scheme. Details attached.

25. Planning Applications:

APPLICATION: 21/0240/FUL

PROPOSAL: Full: Demolition of existing porch and erection of single storey extension to side (North) elevation. AT: Prospect Barn Colne Road Trawden

APPLICATION: 21/0596/FUL

PROPOSAL: Full: Erection of a stable block. AT: Greenbank House Hollin Hall Trawden
Please review the plans for this application as they have been amended.

Comments already submitted for Planning Applications below:

Comments for Planning Application 21/0529/FUL

Address: The Rock Business Centre Keighley Road Trawden Colne Lancashire BB8 8AP

Proposal: Full: Replacement roof to existing flat roof and replacement of balustrade to roof terrace (retrospective)

Comments: The Parish Council have no objections to this proposal, other than it is retrospective.

Comments for Planning Application 21/0556/FUL

Address: 11 Rye Croft Trawden Colne Lancashire BB8 8TH

Proposal: Full: Erection of single storey extension to side to form garage, with extended driveway and retaining wall; and change of use of agricultural land to form domestic driveway.

Comments: The Parish Council have no objections to this proposal and feel that any additional parking would be most welcome.

Comments for Planning Application 21/0611/VAR

Address: Little Thorn Edge Farm Wycoller Road Trawden Colne Lancashire BB8 8QA

Proposal: Full: Variation of Condition: Vary Condition 2 (Plans) of Planning Permission 19/0924/FUL.

Comments: The Parish Council feel these changes are acceptable within the scheme.

26. **Correspondence** – to consider and resolve to take action on any attached correspondence.
Copy of letter received from the Trawden Forest Bowling club that has been sent to Pendle Borough Council to request asset transfer of the land from Pendle Council to the Club.
Councillors to consider sending a letter of support for the above.

27. **Finance**

To approve, or otherwise the following payments:

Lengthsman's hours - July	£915
Andrew Crawshaw for grass cutting contract - July	£480
Leo Brightley – Cleaning Victorian Pissoir	£40
Blackburn & Blackburn Accountants – payroll costs for 2018 - 2021	£864
Lengthsman's hours - August	£480
Andrew Crawshaw for grass cutting contract - August	£320
Reimbursement to A Crawshaw for materials	£104
Bowland Tree Consultancy	£884.80
Mercer Print – replacement vinyls for planters	£211.50
St Mary's Church- Church Clock upkeep donation	
The Friendship Group Donation	
Trawden Forest Community Centre Donation	
Mountain Rescue Donation	
Air Ambulance Donation	

Councillors to consider annual donations to The Friendship Group, The Community Centre and to the Church for the upkeep of the church clock.

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 4th October 2021. Commencing at **7.00pm**.