



TRAWDEN FOREST
PARISH COUNCIL

**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 7th February 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 17th January 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)**
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 (8 minutes)**
 - Cllr S Cockburn-Price to update the Parish Council on the current situation.
 - Councillors to advise the Clerk of any issues that need raising with the Borough Councillor prior to the meeting.
 - Cllr S Cockburn Price to update the Parish Council on the parking issues at Cotton Tree.
6. **Purchase of Speed Indicator Devices (5 minutes)**
The Clerk has spoken to Lancashire County Council about the issues raised with the Speed Indication Devices and Cllr S Cockburn-Price has called a meeting with all parties who will benefit from their installation. She would like to have this meeting towards the end of February 2022. Councillors to consider who will be in attendance.
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. Trawden in Bloom. (3 minutes)**
- The Borough Councillors have approved, from their Horticulture Fund, the funding for the Queens Platinum Jubilee Memorial at Trawden Road. Invoices have already been requested so reimbursement can be made.
- 11. Allotments and Garages. (7 minutes)**
- Nick Elliot presents to the Parish Council, the attached, proposed Constitution for a new Allotment Association.
 - Tree works as raised in the survey were completed w/c 24/1/22
- 12. Area at top of Tram Tracks (5 minutes)**
- CWS Groundworks has given an estimate for the works suggested to be carried out. Councillors to consider the next steps.
- 13. Transfer of Ball Grove Park. (5 minutes)**
- Queen's Platinum Jubilee Avenue – Funding has now been received into the bank account and Phil Riley from Pendle Borough Council is happy to assist in the project. Councillors to decide when the project can take place and offers of assistance will be required.
- 14. Friends of Trawden Playground (5 minutes)**
- Councillors to consider the enclosed minutes from the meeting held in November.
- 15. Clerks update (4 minutes)**
- The Clerk has accumulated 7 additional hours during the last 2 months and £9.80 in travel expenses during the last month. Councillors to consider payment for these.
- 16. Trawden Forest Leisure trust (5 minutes)**
- Councillors to consider the attached report from the Clerk regarding setting up a Leisure Trust.
- 17. Wall at Gladstone Terrace (3 minutes)**
- Cllr Robinson has requested that the collapsed wall at Gladstone Terrace be added to the agenda.
- 18. Councillors Information document (5 minutes)**
- Following conversations at the November meeting, the Clerk has created, what started as a Training Manual, the attached 'Councillors Information' document. Councillors to consider whether the document is a beneficial inclusion within the Councils induction and working documents. The Clerk and Cllr MacDonald felt it could be so much more than a training document. Cllr MacDonald has contributed to this document with the information gathered at recent training courses.
- 19. Location for a Defibrillator (4 minutes)**
- Whilst on the 'Grot Spot' walk in October 2021, it was suggested that the telephone box at the bus terminus be used for an additional defibrillator. We have since been advised that BT would like to keep this telephone in use. The Clerk has sent out a request for Councillors to consider any further location suggestions that can be looked at.

20. **Queen’s Jubilee Fund and The Big Lunch**

(6 minutes)

Attached further correspondence regarding the Queen’s Jubilee Fund and the Big Lunch.
Councillors to consider whether any activities should be arranged/promoted for this milestone.

21. **Planning Applications:**

Councillors to consider the Terms of Reference for the Planning Committee, and whether they should be approved.

APPLICATION:21/1000/FUL PROPOSAL: Full: Erection of a multipurpose agricultural building 9.14m x 18.28m and formation of an agricultural track. AT: Field Number 3565 Lane Top, Winewall

22. **Correspondence**

23. **Finance**

To approve, or otherwise the following payments:

Pendle Borough Council – Ball Grove Grounds Maintenance	£12630
Clerks additional hours x 7	
Clerks Expenses	£9.80

Councillors to consider the attached report from Colne Youth Action Group who have supplied the information, as requested at the Budget meeting regarding attendance by Trawden Parish young people.

PART 2

There is a Part 2 to this meeting where only Parish Councillors and the Clerk may be in attendance.

Next meeting 7th March 2022. Commencing at **7.00pm**.