



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 3rd April 2023, 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 6th March 2023 (enclosed)
3. **To receive Declarations 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)**
 - The Clerk has sent the information to Lancashire County Council regarding the drainage problems on Burnley Road, and the fact that this is worse now works have been carried out, and also the issue with the tarmac abutting the Church wall, so the water cannot access the drains at the Church corner. See attached response.
 - CCLlr Purcell to advise whether there has been any follow-up with arranging the meeting with Pendle Borough Council and Parish Councillors to assess the request for double yellow lines at Hollin Hall.
 - Lancashire County Council have responded to the query regarding surfacing works in the Winewall area. See attached.
5. **Borough Councillors Update - for information only (5 minutes)**
 - Cllr S Cockburn-Price to update the Parish Council on the current events.
6. **Community Centre Trustees Update (2 minutes)**
7. **To adjourn the meeting for public participation for their Issues – 5 minutes per item.**
Members of the public may make representation during this period under the Public Bodies (Admission to Meetings) Act 1960, 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 (2 minutes)**
 - The benches have been repaired and will be painted in due course.
 - The problem ditch at the top of Colne Road has been cleared again, to ensure water drains into the correct drains.

- 9. Trawden in Bloom. (6 minutes)**
- Budget £2200 + income £1490 - spent YTD £3066 = Balance £624
 - Councillor Barritt to inform the Councillors of the progress made for the suggested plaques for Trawden in Bloom's achievements. Councillors to consider any proposals and request for funding for the plaques.
 - Councillors to note that the entry for North West in Bloom has been submitted.
- 10. Poetry Garden Request (4 minutes)**
- Bev Robinson has a request for 2 additional poems for the Poetry Garden from Lily Southworth and Jack Greenwood. Councillors to consider this request and advise the Clerk whether she should pursue quotes for these to be created.
- 11. Clerks update (2 minutes)**
- Councillors to consider the brief update on outstanding issues attached.
 - The Clerk has accrued 5.5hrs in additional working hours and £7.20 in expenses. Councillors to consider paying the Clerk for these.
- 12. Lanehouse Lane Playground (5 minutes)**
- The Clerk has written to the repeat offender asking parents to support joining CYAG to access Byron Road to play football, or to support Restorative Justice. No response from parents. No further complaints about the playing of football on the playground.
- 13. Ball Grove (4 minutes)**
- Double yellow lines are to be completed by 31/3/23. Cllr D Cockburn-Price provided funding to pay for this.
 - Councillors to approve or otherwise the attached, amended transfer document that Cllr Jolley and the Clerk have prepared, to present to the Policy and Resources Committee meeting, suggesting removal of clauses regarding 'Community use' and restrictions on the building use.
- 14. Recreation Ground (4 minutes)**
- Next meeting in April. The Clerk has received correspondence from Trawden Athletic, who she has asked to join the next meeting. The Clerk has asked Pendle Borough Council for confirmation that this transfer is still available.
 - Councillors to note that the defibrillator is due to be installed imminently.
- 15. The King's Coronation (10 minutes)**
- Cllr D Cockburn-Price provided funding for the pin badges and lamppost signs. All purchased and delivered.
 - Pendle Borough Council confirm that there are no licences or permissions required, as school have agreed to use for Sunday 7th May 2023. The Clerk has booked 2, 3m x 3m gazebos from Colne BID. Help required for manning the Big Lunch event. Councillors to confirm their attendance, suggested to be in 2-hour blocks.
- 16. Area at top of Tram Tracks (3 minutes)**
- Councillors to note that works have been completed. See attached pictures.
- 17. Policies for Review (5 minutes)**
- The Clerk submits the Standing Orders Policy for review. Councillors to consider the content and re-adopt if appropriate.
- 18. Bus Shelter Consultation (6 minutes)**
- Cllr Brightley would like to bring a suggestion for Councillors to consider, regarding consulting the residents about removal and non-replacement of the glass in relevant bus shelters.

19. Speed Indicator Devices**(4 minutes)**

Councillors to approve, or otherwise, the attached request from Colne Town Council regarding the request for financial assistance for the initial installation costs and ongoing costs for erection and removal by Colne's team.

20. Alteration to Shop Storage part of Cabin**(5 minutes)**

Councillors to consider the attached proposal from the shop directors, for amendments to the storage area of the Parish Council owned structure. Councillors to confirm whether the proposals are approved, or the Clerk to ask for amendments.

21. Planning documentation for information**(5 minutes)**

Cllr MacDonald to inform Councillors about a document that she is producing to help Councillors find the relevant information when looking at Planning Applications.

22. Photographs for the website**(2 minutes)**

Councillors are informed that the Clerk and Cllr Barritt have arranged to retake photographs of the Parish for the website, as it is 5 years since the original ones were taken.

23. Planning Applications:

APPLICATION: 23/0155/HHO PROPOSAL: Full: Demolition of existing detached garage and the construction of a new detached garage. AT: 26 Lachman Road Trawden.

APPLICATION: 23/0136/FUL PROPOSAL: Full: Removal of existing caravan and siting of replacement caravan for accommodation. AT: Parson Lee Farm Wycoller Road Trawden.

- Councillors to note that an appeal has been lodged regarding the Enforcement Action on the agricultural building at Field 3565, Lane Top, Winewall.

24. Correspondence**25. Finance**

To approve, or otherwise the following payments:

Clerk's expenses - Mileage	£7.20
Clerk's additional hours	5.5hrs
Lengthsman hours	£315
Reimbursement to Lengthsman for weedkiller	£228 + VAT
CWS Groundworks – repairs to Tram Tracks PO no 3	£7505
Paint for Poetry Garden Plaques	£150
Pendle Borough Council – Double Yellow Lines at Ball Grove PO no 4	£525 + VAT
David Edmundson – creation of 2 planters for Trawden in Bloom PO no 2	£359.50
Office electricity (paid)	£24.91

Councillors to note that a payment of £526.85 has been received from AYOM Ltd for the outstanding reimbursement for removal of garage. The case is now closed.

Next meeting Monday 15th May 2023 - commencing at **6.30pm** with the Annual Parish Meeting, Annual Parish Council Meeting and the Full Council Meeting commencing at **7.00pm**