



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 6th March 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 February 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)**
CCllr Purcell to advise if there has been any response regarding the complaint that water drainage on Burnley Road is worse after the works carried out by Lancashire County Council.
CCllr Purcell to advise whether there has been any response to the request for double yellow lines at Hollin Hall.
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. **Trawden in Bloom. (6 minutes)**
 - Budget £2200 + income £1490 - spent YTD £2981 = Balance £709
 - Councillor Barritt to update Councillors on progress of the Poetry Garden plaques where the words need re-colouring.
 - Councillor Barritt to inform the Councillors of the progress made for the suggested plaques for Trawden in Bloom.
 - Councillors to consider entering the competition again this year, at a cost of £85.
 - Councillors to consider the attached quote for producing 3 planters, and decide whether these should be purchased. This would be paid for by TiB budget.

- Councillors to note the attached minutes from the latest meeting, and respond to the queries raised.
- 9. Allotments (6 minutes)**
- Nick Elliott attends the meeting to give an update on the Trawden Forest Allotments Association at Cotton Tree.
 - Councillors to note the attached minutes of the last Allotments Association meeting.
- 10. Clerks update (2 minutes)**
- Councillors to consider the brief update on outstanding issues attached.
 - The Clerk has accrued 6.75hrs in additional working hours and £15.75 in expenses. Councillors to consider paying the Clerk for these.
- 11. Lengthsman (2 minutes)**
- Broken glass in Gladstone Terrace and Hopkinson Terrace bus shelters, removed.
- 12. Lanehouse Lane Playground (5 minutes)**
- Complaint received from a resident regarding playing football on the playground. Councillors to consider the attached correspondence and decide how to rectify this issue.
- 13. Ball Grove (7 minutes)**
- Councillors to note the attached minutes of the latest Friends of Ball Grove meeting.
 - Friends of Ball Grove are not willing to contribute to the cost of double yellow lines across from the entrance to Winewall Road car park. They feel they would be ignored. Councillors to consider the next steps.
 - Councillors to consider and respond to the attached document, following the queries raised last month, and the subsequent response from Pendle Borough Council.
- 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.
 - Defibrillator purchased and received. Cllr Hodgson arranging for installation.
- 15. The King's Coronation (15 minutes)**
- The first meeting has taken place. Councillors to consider the attached minutes and decide whether the suggestions should be followed up.
 - Councillors to decide what budget the Events Working Group should be given for the proposed events to take place over the Coronation Weekend, and whether the Clerk will have delegated powers to agree spend on the group's behalf.
 - Councillors to consider that any additional hours worked by the Clerk for this event should be paid hours.
- 16. Area at top of Tram Tracks (4 minutes)**
- The Clerk has received a report from Cllr Barritt that the protruding rail, towards the top of the Tram Tracks, needs looking at urgently. Councillors to consider whether the full repairs agreed, last year, should be carried out soon, or whether some temporary works be carried out.
- 17. Policies for Review (5 minutes)**
- The Clerk submits the policies for Grants, Vexatious Complaints and Social Media for review. Councillors to consider the content and re-adopt if appropriate.

18. 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.

19. Planning Applications:

- APPLICATION: 23/0100/HHO PROPOSAL: Two storey side extension and single storey rear extension to existing cottage with proposed detached garage and associated boundary and landscaping works. AT: 35-37 New Row Winewall Colne. Councillors to note that the response to the original planning application (22/0799/HHO) was included in the documents for the January meeting.
- Councillors to approve, or otherwise, the attached responses to planning applications sent between meetings, by the Planning Working Group.

20. Correspondence

Councillors to consider and comment on, the attached proposal, received from Tom Partridge, for the diversion of a footpath at Higher Stunstead Farm.

Councillors to consider whether to apply to Lancashire Best Kept Village as well as the North West in Bloom entry. Information about the competition attached.

21. Finance

To approve, or otherwise the following payments:

Clerk's expenses - Mileage	£15.75
Clerk's additional hours	6.75hrs
North West in Bloom entry	£85
Lengthsman hours	£427.50
Reimbursement to Lengthsman for purchasing wood for bench repairs	£236.84
Safelincs – Defibrillator for Recreation Ground (+ VAT) (paid)	£1177.88
Office Rent for Community Centre – final payment (paid)	£300
Frank Barnes – Crane Hire (+ VAT)	£1890
JRB Enterprises – dog fouling bags (+ VAT) (Paid)	£83.95
Office supplies & stationery (+ VAT) (Paid)	£100.69
Old Baths Trading Co – Cabinet & Notice Board	£100
eBay – Office Blinds (paid)	£60.45
Lanlee – Posts for allotments	£34.91
Pendle Borough Council – invoice for grounds maintenance – Ball grove	£12630
LALC – Planning Training for Cllr Burton 23/2/23	£40
Scribe Year End Check	£39
LALC – New Councillor Whistlestop tour for Cllr Jolley	£35

AYOM Ltd continue to collect payments from Nick Dobby for the outstanding reimbursement for removal of garage.

- Councillors to note that the Sundry Debtors Collection notice received for underpayment of grounds Maintenance at Ball Grove for 2020/2021 has been credited. Pendle Borough Council agree that the cost paid was agreed and paid correct.

Next meeting Monday 3rd April 2023 - commencing at **7.00pm**