



## **Minutes of the Meeting held on Monday 8<sup>th</sup> April 2024**

### **Meeting started 7.00pm**

#### **Present**

Chairman Barry Hodgson

Councillor Ann Holmes

Councillor Philippa Osborne

Clerk Adele Waddington

Councillor Jonathan Wiggins

Councillor Malcolm Pate

Councillor Eleanor Jolley

Councillor David Barritt

**Also in attendance:** County Councillor Jenny Purcell.

**Apologies accepted from:** Councillor Mark Watts, Councillor Andrea Beswick, Borough Councillor Sarah Cockburn-Price.

**Minutes** - It was resolved that the Minutes of the Meeting held on the 4<sup>th</sup> March 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – Cllr Wiggins declared an interest in correspondence item from Mr Harper and left the meeting for this item.

#### **County Councillors Report**

- The Clerk has still not received any information from Lancashire County Council on the meeting regarding proposed double yellow lines at Hollin Hall, or the issues identified with poor parking at the Church corner and the egress of Boulsworth Drive. The Clerk to re-send to Cllr Purcell for chasing.
- The Clerk has not received any updates on the request from the Parish Council for Lancashire County Council to open an area at Trawden Road for additional parking. The Clerk to re-send to Cllr Purcell for chasing.
- The Clerk has chased Lancashire County Council for updates on the collapsed gully, fallen wall at Spring Garden Villas and the blocked trough at Gladstone Terrace.
- An issue regarding holes in the wall at Skipton Road have been reported to the Clerk. This was discussed and Cllr Purcell to ask for a resolution following the refusal to do this, received by the Clerk.

#### **Borough Councillors Update/ Colne and District Committee**

- Cllr S Cockburn-Price was unable to attend the meeting.
- Councillors noted the updated report from Colne Youth Action Group.

#### **Community Centre Trustees update**

- Councillors noted that the Royal visit is to take place on 10<sup>th</sup> April, kitchen use in the library/shop building will be restricted to staff and volunteers only, groundworks for the works to the rear of the library/shop are due to start in early May, two further grants have been allocated to applicants. There have been issues with anti-social behaviour which appears to be part of a larger problem around the village. The Clerk has reported this to the Police and has encouraged volunteers to do the same. The trustees are looking at a booking out system for the library.

**Residents Issues – No residents attended the meeting.**

### **Trawden in Bloom**

- Budget figures noted.
- Due to issues purchasing compost from LBS, the Clerk is to bulk buy and hold the stock for the volunteers to access when required.
- Councillors noted the attached minutes of the last meeting held by the group.

Cllr Jolley joined the meeting.

### **Clerks update**

- Councillors noted the Clerks Report.
- It was resolved that the Clerks expenses and additional 8.25 hours be paid.
- Councillors noted that the Clerks new working hours began on 1<sup>st</sup> April 2024 and will be more flexible than in the past. Core office opening hours are 10am – 1pm Monday to Thursday. Outside of these hours, appointments must be made to ensure the Clerk is available.

### **Ball Grove**

- Councillors noted that the grot spot walk is scheduled for 13<sup>th</sup> April at 1pm, meeting at the Winewall end car park. Confirmed attendance from Cllrs Holmes, Barritt and Pate.
- Councillors noted the Fire Risk Assessment.
- It was resolved that the Electrical contract be awarded to IPower North West Ltd. The Clerk to contact all those who quoted to advise that they were unsuccessful.
- It was resolved that the window contract be awarded to M&S Joiners Ltd. The Clerk to contact the other company to advise that they were unsuccessful.
- The café tenant reports a problem with damp in the building. It was resolved that the Parish Council is happy to send an independent person to check these reported damp issues. Councillors feel that if the issue is with the structure of the building, the Council will investigate further but if it is found to be caused by daily operations of the business, then café will need to pay for this investigation.
- Councillors noted that the works to the doors and inside the vacant part of the building have been completed. Councillors thanked the Clerk for organising this and also thanked Cllr Hodgson for doing urgent repairs to the road.
- Councillors noted the Green Flag inspection date is 23<sup>rd</sup> April.

### **Grot Spot Walk**

- It was resolved that one light be purchased at £19.99 from the Solar Centre and either Cllr Hodgson or Wiggins will install.
- It was resolved that the Clerk put out information requesting people to quote for replacing the tarmac with stone edges where the bus terminus meets the road.

### **Launch event for NHP**

- It was resolved that the small event will take place on 22<sup>nd</sup> May, 4-6pm. Cllr Osborne to start looking at display matter. The Clerk will make some contact forms for interested individuals to complete and order refreshments.

### **Map of the Parish**

It was resolved that Cllr Jolley detail the maps to be printed, Cllr Holmes will print and Cllr Jolley will laminate. The Parish Council assets will be marked on the maps by Councillors when maps are ready.

### **Lanehouse Lane Playground**

It was resolved that the Clerk would purchase a roll of either bamboo or willow screening (to be decided by the resident) and delivered direct.

Reports of anti-social behaviour have been received from residents. These have been reported to the Police and Colne Youth Action Group.

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### **Garages and rear of Cotton Tree Lane**

It was resolved that the Clerk would ask Electricity North West to repair their structure and she will request a quote for removal of the asbestos between garages at the end of Lambeth Street.

### **Policies**

It was resolved that the Standing Orders, Code of Conduct and Complaints Policies be re-adopted.

### **Street Light at Hawley Street, Winewall**

It was resolved that the Parish Council cannot intervene with any works to this tree as it is on private land.

### **Clerks back-pay**

It was resolved that the Clerks uplift in pay should be backdated to 1<sup>st</sup> November 2023 as per the agreement made in November 2022.

### **Skipton Road Wall**

As above, Cllr Purcell will ask for a resolution following the refusal to do this, received by the Clerk

### **Planning Applications**

**23/0719/FUL** | Full: Conversion of existing barn to form 3 no. dwellings with new detached garage block and associated parking and garden areas. | Peter Laithe Farm Foulds Road Trawden Lancashire BB8 8NT. The amendments have improved the matter as some of the upstairs windows have been removed but Councillors are still concerned about the proportion of glass to stone. They feel that it doesn't preserve enough of the original features. Again, the garage roof needs to be in traditional materials.

It was resolved that the comments sent to the planning dept. by the planning committee, for applications received between meeting be approved.

### **Correspondence**

- Councillors noted that the extension of footpath 13-04-FP202 has been approved. Congratulations to Cllr Beswick for pushing this forward.
- It was resolved that the Clerk would respond to Mr Harper stating that the Parish Council had not made the comments to which he requested an explanation.
- Councillors noted the thank you from Emma-Jane MacDonald for the card sent.

### **Items for Councillors note**

- Aisled Barn at Wycoller - Councillors noted that the Clerk has requested regular updates from Lancashire County Council.
- Resignation of Councillor - Councillors noted that the Notice of Vacancy has now passed and there will be no election. The Clerk to put out a co-option poster when Pendle Borough Council request this.
- Litter Campaign - Councillors noted that Colne Town Council are arranging printing of signs of winning submissions by the Junior Council. Other designs are to be sent to the Clerk so smaller posters can be printed and laminated and put up around the Parish.
- Trawden Road Bus Shelter - Councillors noted that the works have been completed on the replacement roof.
- The Green at Well Head - Councillors noted that the Clerk had received concerns from residents regarding drainage on the Green. Cllr Hodgson and a resident have spent time rectifying the issue. Cllr Hodgson gave a resume of the works carried out. Councillors thanked Cllr Hodgson for doing these repairs.
- Allotments - Councillors noted that the new allotment waiting list has been uploaded onto the website.

## Finance

It was resolved that the following payments be made:

Clerk's expenses – Mileage	£28.60
Clerk's additional hours	8.25 hrs
Lengthsman hours for March	£442
Community Centre Trustees – Electricity for office (+ VAT) paid	£19.50
Lancashire Association of Local Councils – Jonathan Wiggins Training (paid)	£35
Shaun Naughton Consult – Fire Risk Assessments (+VAT)	£299.90
Fuel for use of digger at Well Head	£20
Cold tarmac for urgent repairs at Ball Grove (+ VAT)	£87.75
Leo Brightley – cleaning bus shelters, Victorian Toilet	£165
Andrew Crawshaw – repair doors, strip out building and dispose of debris at Ball Grove	£800
Andrew Crawshaw – Grass Cutting Contract	£175

- Councillors noted the advice notice from Virgin Bank.
- It was resolved that a list would be comprised for repairs, alterations or on-going work on the building at Ball Grove with an approved supplier list. The Clerk to write this into the Financial Regulations with an upper limit before work is put out to tender. This was suggested at £500. To be confirmed at the May meeting.
- Councillors noted that all invoices have been sent out for garage tenancies, allotment tenancies, planter sponsorship and the café tenancy.

**Meeting closed 9.20pm.**

Next meeting Monday 13<sup>th</sup> May 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

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