

TRAWDEN FOREST PARISH COUNCIL

Minutes of the Meeting held on Monday 3rd October 2022

Meeting started 7pm

Present

Chairman Barry Hodgson

Clerk Adele Waddington

Councillor Andrea Beswick

Councillor Emma Jane MacDonald

Councillor Melva Burton

Councillor Mark Watts

Councillor David Barritt

Councillor Ann Holmes

Also in attendance: Borough Councillor Sarah Cockburn-Price, three residents

Apologies accepted from:

Minutes - It was resolved that the Minutes of the Meetings held on the 5th September 2022 be signed by the Chairman as a true and accurate record.

Declaration of Interest - None.

County Councillors Report

Cllr Purcell did not attend the meeting.

- It was resolved that the Parish Council would leaflet drop the residents of Gladstone Terrace to remind them that they own the garden walls that adjoin Skipton Road, and that they are responsible for their maintenance.
- It was resolved that the Clerk would write to Lancashire County Council with a series of available dates. These will be cascaded to Councillors once confirmed.

Borough Councillors Update/ Colne and District Committee

- Cllr S Cockburn-Price advised that the S106 monies from the Dean Street development is not affected by any of the request for removal of conditions of the planning application.
- Cllr S Cockburn-Price advised that there have been some issues with some of the young people attending the Youth club. They are working hard to try and rectify these issues.
- Cllr S Cockburn-Price advised that there is an issue with the approval of planning applications. The power for the planners to determine decisions has been removed, as the new planning committee that was planned for 1st September has not come to fruition. Therefore, all planning applications will now need to be heard by Full Council, which will be called weekly/fortnightly, where all applications will be heard and determined by Full Council. Hopefully, the problem will be rectified at the calendared, Full Council meeting, in December.
- It was resolved that Councillors would meet, on site with Cllr S Cockburn-Price to discuss the proposal regarding the footpath from Holme Crescent to Skipton Road, by Pendle Borough Council. Clerk to arrange.

Community Centre Trustees update

Cllr Barritt asked whether the Parish Council would like to be involved in a Christmas Lights Switch on event, at the Community Centre. Councillors are interested in this, and will work with other organisations to make this happen.

Residents Issues

A resident attended, to discuss the comments the Parish council had made about his planning application. It was explained that we are a consultee, and if he could mitigate the issues raised, and re-submit plans, the Councillors would have no objections to these new plans. He was informed that any application would need to follow the formal guidance documents from Pendle Borough Council and the Neighbourhood Plan.

The owners of the holiday let, off the Tram Tracks attended the meeting to ask why the licence had not been sent to them. It was explained that the Council need to ensure we are doing the right thing, for the village, and that we are following the correct procedure. The Tram Tracks have not been used, so far, by the continued building of the property, as per the verbal agreement.

Trawden in Bloom

- Invoice receipt noted.
- The Clerk and Cllr Barritt are monitoring the spend by the group, as closely as possible.
- Meeting minutes noted.

Garages

- The surface has not yet been repaired. Cllr Hodgson to keep the council updated on progress.
- The Debt Collection Agency has been in contact with the debtor, 4 times since engaging with their services. The Clerk to report back at the next meeting.
- It was resolved that no changes were required for the Terms and conditions for April 2023.

Parish Councillor Vacancy

- There is to be no election for the Cotton Tree/Winewall vacancies. The Clerk has advertised these vacancies, for co-option.
- There was just one formal application for the Trawden vacancy, and it was resolved that Leo Brightley would be co-opted onto the Parish Council. Leo will complete the required documents and have his induction, prior to the next meeting.

Lanehouse Lane Playground

- Councillors noted that we are waiting for the funds balance from the group. It was resolved that no further progress will be made and that this project is on hold, until the requested information is received by the Clerk.
- Details of a new proposed piece of equipment received from Kompan on 3rd October- project on hold.
- It was resolved that Cllr Hodgson will speak to the Lengthsman to see if it is possible to grease the roundabout to see if this will help.

Clerks update

- It was resolved that the Clerks additional hours and expenses be paid.
- Cllr MacDonald will send the blank appraisal form to all Councillors for any feedback, then arrange the appraisal date.

New Parish Council Office

- The Clerk has purchased a second-hand desk and chair. The CAD drawing of the office layout has been received. Weekly meetings are being held to move this project forward.

Tram Track Access

- It was resolved that the signed, completed Licence, will be sent to Mr & Mrs Harper, upon receipt of outstanding monies.
- It was resolved that the new offer of £5000 be accepted by the Parish Council. The Clerk to confirm this to the Surveyor, and ask that the draft Licence be sent to Mr & Mrs Harper.

Parking problems at the entrance to Ball Grove and surrounding area

Double yellow lines are to be costed by Pendle Borough Council, for the area across from entrance to the car park, and signage is to be moved so it is more visible. Clerk has chased.
There are no improvements to the same vehicles parking across from the white lines. It was resolved that the Clerk would formally request assistance from the local authority, via Cllr S Cockburn-Price.

Lengthsman

It was resolved that, from 1st April 2023, the Lengthsman would receive £17 per hour, and that the grass cutting contract cost would increase to £175.

It was felt that the summary of the Parish Council owned benches would be beneficial to do over the winter.

Ball Grove

Councillors felt that it was good news that no Business Rates would be payable on the Ball Grove car parks.

Planning Applications

APPLICATION: 22/0610/LBC PROPOSAL: Listed Building Consent: Installation of two rooflights and flue pipe. AT: 15 Trawden Hill Trawden Lancashire

Response: The Parish Council has no objections to the proposals within this application.

APPLICATION: 22/0609/HHO PROPOSAL: Full: Installation of two rooflights and flue pipe. AT: 15 Trawden Hill Trawden Lancashire. Response: The Parish Council has no objections to the proposals within this application. Councillors would just like to make sure that the flue pipe is tall enough, so no toxic fumes will re-enter any windows.

APPLICATION: 22/0593/HHO PROPOSAL: Insertion of dormer windows to front and rear. AT: 1 North View Trawden Colne Lancashire BB8 8PB. Response: The Councillors feel that proposal is too large. Dormer windows are usually added when attics are converted in bedrooms. If this is the case, additional parking spaces would need to be considered. There is no reference to any additional parking within the application. References: - Local Development Framework for Pendle - Design Principles - 2009 (LDFDP) Guidance for dormer windows in Pendle is quite detailed. Local Development Framework for pendle (Design Principles) 2009 states:

5.15 "care should be exercised to ensure that their design is in keeping with the dwelling and that they do not overlook neighbouring property. Dormers should not be so large as to dominate the roof slope resulting in a property which appears unbalanced."

- The proposed covers a large proportion of front and rear roofs.

5.17 "In general, dormers on the front of a roof slope will not be acceptable unless they are a feature of other similar houses in the locality (e.g. where at least 25% of properties have front dormers in a terrace block or street frontage) or the dormer would otherwise be appropriate in visual design terms. Dormers are not normally appropriate on older (stone slated) buildings."

- The applicant lists 2 existing houses within Trawden. The dormers on these buildings been in existence for many years - long before the guidance we use today.

5.18 A dormer should be set below the ridge line of the original roof by at least 0.2m.

- The plans are unclear on this.

- The front wall of a dormer should normally be set back at least 1m from the front elevation and 0.5m from either side, to prevent it having an overbearing effect on the street scene and adjoining properties.

- The plans are unclear on this.

- Dormers should not extend around the corner of a hipped roof or cover more than one third of the roof area to the street frontage.

- They appear to cover more than one third of the roof.

5.20 If the property is a Listed Building or within a Conservation Area then special care should be taken when altering the roof. Reference should be made to the Conservation Area Design and Development Guidance SPD. See below

Local Development Framework for Pendle - Conservation Area Design and Development Guidance - 2008 (LDFCA)

The proposed design, on a house built between 1844 and 1892 (Victorian era), falls foul of the following criteria for conservation areas:

4.19 - New dormer windows will not normally be acceptable unless they are appropriate to the age and style of the building and a feature of the surrounding architecture.

4.20 Dormers must usually be taller than they are wide, and in this way will respect the vertical emphasis of a Victorian or Edwardian facade. They must also be set back from the eaves line, and relate to the pattern of windows and the architecture of the façade below.

4.21- In particular, wide, flat-roofed dormers can detrimentally affect the character and appearance of an area by introducing a bulky shape which is at odds with an existing pitched roof.

- Although the proposed is a shed dormer, the angle of the roof almost makes it flat - something which is more obvious when viewing the south gable.

23/2022

4.22 There may be an opportunity for new dormers to be located on some older buildings, but they should be out of public view and normally on the rear elevation. The design of dormers must always be sympathetic to the building in terms of position, scale, design and materials.

- Due to the positioning of this house, the rear would likely be more visible than the front, with the side, even more so.

Application 22/0584/FUL Full: Demolition of an existing Agricultural Building and erection of a replacement Agricultural Livestock Building and Yard Area. Spring Garden Villa Skipton Road Trawden Colne Lancashire BB8 8BJ. Response: The Parish Councillors would like to see a business plan for the proposed business and building structure, as the building seems overly large and excessive for the quantity of livestock proposed.

Correspondence

- The new meeting date was noted for the Friends of Ball Grove. Cllr Hodgson to attend.
- Extinguishment of footpath at Hillsboro', noted.
- Cllr MacDonald will see if she is able to attend, via Zoom the Lancashire Town and Parish Council conference.

Finance

It was resolved that the following payments be made:

Clerk's additional hours	5.15hrs
Clerk's expenses	£5.63
Grass cutting contract	£320
Lengthsman September hours	£465
Trawden in Bloom – Community Centre Hire	£15
Are You Owed Money Ltd – debt collector – paid (inc VAT)	£150
LBS – Compost Trawden in Bloom	£31.70
LBS – Compost Trawden in Bloom	£7.00
Upkeep of the Church Clock	£500
Friendship Group	£500
Trawden Forest Community Centre	£300
Mountain Rescue	£200
Air Ambulance	£200

- It was resolved that the Zoom contract be cancelled.
- It was resolved that the donations be made – added to the table above.
- The half year position was approved by Councillors. Cllr Watts to meet with the Clerk to check transactions carried out, as per the Financial Regulations.

Meeting closed 9.20pm – next meeting Monday 7th November at 7pm.

24/2022

