



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 1st August 2022, at 7pm
at Trawden Forest Community Centre**

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

- 1. Consideration of Councillors for Vice Chairperson (5 minutes)**
As Cllr Hodgson cannot attend this meeting, Councillors to consider voting in a Vice Chairperson, who will Chair this meeting, and who will work alongside Cllr Hodgson before he steps down from Chair.
- 2. To approve Apologies - Cllr Hodgson, Cllr Barritt, Cllr Watts, Cllr Barritt**
- 3. To consider and approve the Minutes** of the meeting held on 4th July 2022 (enclosed)
- 4. To receive Declaration of Interest**
Members are to be reminded of the requirements of the member Code of Conduct concerning the Declaration of Interests
- 5. County Councillors Report - for information only (5 minutes)**
 - The wall at Gladstone Terrace is not owned by either Lancashire County, or Pendle Borough Council. Neil Watson arranged inspection to see if it is a concern. Waiting outcome.
 - Cllr Purcell to update on any progress on the parking issues along Hollin Hall. The clerk has started collating evidence when the road is blocked.
 - Councillors to advise the Clerk of any issues that need raising with the County Councillors prior to the meeting.
- 6. Borough Councillors Update - for information only (5 minutes)**
 - Cllr S Cockburn-Price to update the Parish Council on the current events.
 - 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 on any further information regarding repairs to the steps leading from Holme Crescent to Skipton Road.
- 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.

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 new planters for Skipton Road will be installed soon.
- The Clerk has purchased a new step ladder.
- Councillor Hodgson has repaired the floor in the Summer House. No further reports of vandalism. Mr Robinson has repaired the windows with Perspex.
- Judging took place on 12th July – we await the outcome.
- Councillors to consider the request from Mrs Robinson to purchase 3 new planters as per the attached quote. She would like 2 for Well Head as replacements, and a sponsored one for Back Lane.

11. Allotments and Garages.

(4 minutes)

- The asbestos garage has been removed. The clerk has sent an invoice both by post and email to the owner to try and recoup costs. Payment required by 20th August 2022.
- The Clerk met with Nick Elliot regarding the transition of responsibilities from the Parish Council to the Allotments Association. See attached report.
- Councillors to note the letter sent out to all tenants from the Allotment Association and approve the transfer of responsibilities for the items listed, to the association.

12. Map of Interesting Places

(3 minutes)

The Clerk has been in contact with the designer, who confirms that she has taken on too many commitments, and cannot complete this project. Councillors to decide on the way forward.

13. Lanehouse Lane Playground

(6 minutes)

- The Clerk and Lengthsman are meeting with Kompan and will pass on the comments from the Councillors and Clerk. Plans need to be re-submitted. This will then be sent to other suppliers for their costing. Note – Pendle Borough Council have advised that, although Kompan will be competitive with their initial quotes; parts and repairs are expensive.
- Councillors to consider purchasing the items on the attached report for fencing and bird spikes as agreed at the July meeting. Councillors to consider asking the Lengthsman to install both items.
- Clerk still waiting for an assessment of the repairs required for the roundabout.

14. Clerks update

(3 minutes)

The Clerk has accrued 6.75hrs in additional working hours and £13.73 in expenses.
Councillors to consider paying the Clerk for these.
The Clerk is on leave from lunchtime on 4th August, and returns to the office on 22nd August.

15. Policies

(3 minutes)

Councillors to consider approval of the new Community Engagement Strategy. This should assist with consultations on the Playground plans and any other, future consultations.

16. Tram Track Access

(5 minutes)

- Amended Licence sent to Solicitor for amendment.
- Surveyor in contact with Electricity North West and United Utilities regarding installation of services.
- Councillors to approve, or otherwise, the standard Wayleave Agreement attached.

17. Recreation Ground

(3 minutes)

- The Clerk has received contact details from one group who use book the Recreation Ground. The Clerk to put out request from other users to show their interest in forming a Management Committee.

18. Parking Issues along Hollin Hall

(3 minutes)

The Clerk has received back the attached letter from Lancashire County Council. The Fire and Rescue Service have leafletted properties, but no further problems have been reported to the Clerk. Councillors to consider any response to the letter received.

19. Parking problems at the entrance to Ball Grove, and around this area (3 minutes)

- The meeting went well. Double yellow lines are to be costed for the area across from the car park, and signage is to be moved so it is more visible.
- Councillors to consider leafletting Trawden Road and Winewall Road again, due to continued parking across from solid white lines.

20. Trees on Well Head Green

- The Clerk has met John Whiteside to ask for his advice on how to proceed with the concerns raised by residents. John to quote on the recommended works. Report to September meeting.

21. Designation of new footpath

(4 minutes)

Councillors to consider supporting Cllr Beswick's pledge to formally designate a well-used, unmapped footpath and add it to the definitive map.

22. Planning Applications: Responses already submitted on the attached report.

APPLICATION: 22/0497/FUL PROPOSAL: Full: Demolition of former poultry sheds, removal of silo feed hoppers and erection of agricultural building (re-submission). AT: Hilldene Rock Lane, Keighley Road, Trawden

23. Correspondence

24. Finance

To approve, or otherwise the following payments:

Clerks additional hours x 6.75	
Clerks expenses	£13.73
Allotment Association cost to join the National Allotment Association	£140
New Lock and Keys for gate to top of Tram Tracks at Cotton Tree	£32.74
Itus Security – CCTV annual maintenance and SIM card costs	£780

Next meeting Monday 5th September 2022, commencing at **7.00pm**