



Minutes of the Meeting held on Monday 15th January 2024

Meeting started 7.00pm

Present

Chairman Barry Hodgson

Councillor Ann Holmes

Councillor Andrea Beswick

Clerk Adele Waddington

Councillor Jonathan Wiggins

Councillor Philippa Osborne

Councillor Eleanor Jolley

Councillor David Barritt

Apologies accepted from: Councillor Emma Jane MacDonald, Councillor Mark Watts, Councillor Malcolm Pate, County Councillor Jenny Purcell, Borough Councillor Sarah Cockburn-Price

Minutes - It was resolved that the Minutes of the Meeting held on the 4th December 2023 be signed by the Chairman as a true and accurate record.

Declaration of Interest – None.

County Councillors Report

- The meeting regarding proposed double yellow lines at Hollin Hall was very positive. The owners of the development adjacent to 37 Hollin Hall are aware of the works they need to complete. Lancashire County Council are putting together a plan for the rest of the area, which includes a stretch of double yellow lines to alleviate double parking in the most crucial areas. Lancashire County Council will then consult on these proposals. There was also a conversation about alterations to the top of Church Street, at the Church corner, to reduce the dangerous parking, visibility and crossing issues in this area. Boulsworth Drive egress has also been identified as an issue for visibility splays. There will be some proposals to come for this too. The 20mph limit scheme will also be looked at for a large proportion of the village.
- Councillors noted the response from Lancashire County Council regarding the outstanding issues. The wall at Spring Garden Villas has been compromised by a tree. The tree officer will assess the condition of the tree and once this is done, arrangements for repairs for this wall will be done. The trough at Gladstone Terrace has been cleaned and jetted and re-inspected in November 2023. Water is coming from underneath the water trough so the water is not reaching for overflow. Works are being planned to excavate around the trough to identify the source of the problem and then rectify.

Borough Councillors Update/ Colne and District Committee

- Cllr S Cockburn-was unable to attend the meeting and sent her apologies.

Community Centre Trustees update

- Councillors noted the report the Clerk received from the Chair of Trustees. All the furniture is now in place in the portacabin, but the contract for the groundwork hasn't been awarded yet.
- The Charity is 10 in August. A date for a celebration event in September had been arranged, but this could possibly change to June.

Residents Issues - No residents present.

Trawden in Bloom

- Budget figures noted.
- Cllr Barritt advised that the group recently held a meeting. Minutes to be included in the February agenda.

Clerks update

- It was resolved that the Clerks expenses and additional 10.5 hours be paid. Councillors congratulated the Clerk on the new website.
- The Clerks annual appraisal was conducted in November, but the information for Councillors not fully complete. Move to February meeting.
- It was resolved that the office should have a Fire Risk Assessment. The Clerk to follow this up and include the building at Ball Grove.

Lanehouse Lane Playground

- Councillors noted that the Clerk has confirmed with LPE that they are the chosen supplier. A deposit for works has been paid. It is expected that works commence mid-January.
- It was resolved that no additional rotator be included in the upgrade.

Ball Grove

- Councillors noted that the Green Flag application needs to be submitted in January. Friends of Ball Grove to complete and submit upon approval by the Clerk.
- It was resolved that a member of Friends of Ball Grove to attend meetings regarding the Park.
- It was resolved that a sub-meter will be installed for the electricity. The café tenant will pay the full bill and the Parish Council will take readings of the sub-meter to reimburse the café tenant.
- It was resolved that it should be possible to also install a sub meter for the gas. Another boiler would need to be installed for Parish Council's use. The Clerk to contact Gas Safe contractors to look and quote for this work.
- The on-site meeting was very positive. The Clerk to draw up a list of suggestions for the February meeting where a schedule of works should be agreed.
- It was resolved that the defibrillator and cabinet will be installed on the building.
- It was resolved that the offer of training for the defibrillator would be taken up. The Clerk to see when someone is available to do this and offer to Friends of Ball Grove and café staff.
- It was resolved that the Volunteer Policy for Friends of Ball Grove be adopted. The Clerk to ensure this is distributed along with an emergency contact form.
- It was resolved that the Parish Council would supply hi-vis vests for members of Friends of Ball Grove.
- It was resolved that Pendle Borough Council will carry out the playground inspections and be permitted to do minor repairs; of which the Parish Council will be invoiced quarterly.
- Councillors noted that the new playground signs had been installed.
- It was resolved that Cllr Hodgson would carry out the monthly review of our owned part of the site and complete a checklist for any defects found. The Parish Council would then consider these repairs. This also needs to be completed after a storm.
- It was resolved that the Clerk would forward the information regarding a community orchard to school and Friends of Ball Grove.

Christmas Lights Switch On

- Councillors congratulated Cllr Barritt and the Clerk for organising the successful Christmas Lights Switch On event. Thanks, also to Father Christmas for his attendance.
- Currently there are no new suggestions for additions to the lights, although there is an issue with one of the Stars. It was resolved that this will be repaired if possible; if not, a new Star will be purchased.

Trawden Road Bus Shelter

It was resolved that CBE Ltd will replace the roof with a new concrete one. Any other additions to the roof will be potentially looked at, later in the year.

Bus Shelter Annual Review

It was resolved that the suggestions made by Cllr Watts be agreed. The bus shelters at Hopkinson Street and Dean Street will be repainted in late Spring.

Request for a new dog fouling bin

It was resolved that there will be no new dog fouling bin between Hopkinson Terrace and Dean Street. Bins are available at Penyard's bridge, Harambee Surgery Garden and Dean Street.

Litter Campaign - Nothing received – Clerk to chase.

Grot Spot Walk

- Councillors noted that the bench at Bannister Close has been installed.
- Councillors noted that the Clerk is still investigating the suggestion of repair to the railings at the steps up to and in front of Sydney Terrace. The home owners are responsible for the terrace and therefore the railings. It was suggested that, as the steps form part of the access to the properties, they would be liable.
- Councillors noted that the next Grot Spot walk is on 10th February at 1pm – meeting at the Community Centre.

HR Committee

It was resolved that Cllr Osborne would replace Cllr Beswick on the committee. The Clerk thanked Cllr Beswick for her work on this committee.

Tram Tracks

- It was resolved that no works will be carried out, as the Parish Council does not own the section adjacent to Church Street.

Land at Trawden Road

It was resolved that the suggestion of creating additional parking near to the bus shelter at Trawden Road not be pursued, but the Clerk to contact Lancashire County Council to see if they would be willing to open their land to the side of their compound for residents parking.

Budget

- Councillors noted the budget, as presented, for the third quarter of this financial year.
- It was resolved that the annual funding for Colne Youth Action Group be removed, and that they should apply through the adopted Grant Policy for specific funding.
- It was resolved that, under the Local Government Act 1972 s150 and in accordance with Local Government Finance Act 1992 s49, the Parish Council will request a £100,000 precept amount for 2024/5 to be able to carry out its commitments, as detailed in the budget.
- The Clerk to amend the budget, as agreed at the meeting and re-present at the February meeting for ratification.

Planning Applications

- **APPLICATION: 23/0848/HHO PROPOSAL:** Full: Erection of a detached garage with carport, replacement of existing conservatory, new gates to entrance and alterations to dwelling. AT: Middle Beardshaw Head Burnley Road Trawden. Response: Councillors have no objections to the proposals within this application.
- **APPLICATION: 23/0849/LBC PROPOSAL:** Listed Building Consent: Erection of a detached garage with carport, replacement conservatory, new gates to entrance and alterations to dwelling. AT: Middle Beardshaw Head Burnley Road Trawden. Response: Councillors have no objections to the proposals within this application.
- Councillors noted that the refused planning application at 32 Colne Road, has been allowed at appeal.

Correspondence

- Councillors considered the correspondence regarding vans and parking at Back Lane. It was resolved that, unfortunately it is out of our remit and the complainant should contact Lancashire County Council.
- Councillors noted that Gisburn Road Primary School, Barnoldswick has changed the age range to 4-11yrs.

Finance

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£19.80
Clerk's additional hours	10.5 hrs
Installation of Bench at Bannister Close	£90
Amazon – Christmas Tree for office	£25.95
Zurich Insurance – Inclusion of Ball Grove Play Area Equipment (+ VAT)	£135.58
Admin assistance for completion of new website	£55

Meeting closed 9.00pm.

Next meeting Monday 5th February 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

35/2023