



## Minutes of the Meeting held on Monday 4<sup>th</sup> March 2024

### **Meeting started 7.00pm**

#### **Present**

Chairman Barry Hodgson  
Councillor Ann Holmes  
Councillor Andrea Beswick  
Councillor Malcolm Pate

Clerk Adele Waddington  
Councillor Jonathan Wiggins  
Councillor Philippa Osborne

Councillor Eleanor Jolley  
Councillor David Barritt  
Councillor Mark Watts

**Also in attendance:** County Councillor Jenny Purcell, three residents, Cllr Rupert Swarbrick Cabinet Member for Highways & Transport, Mick Dand Highways Manager.

**Apologies accepted from:** None.

**Minutes** - It was resolved that the Minutes of the Meeting held on the 5<sup>th</sup> February 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – Cllr Wiggins declared an interest in planning application 24/0085/HHO

#### **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. Cllr Swarbrick to chase.
- Cllr Purcell to chase any updates on the request from the Parish Council for Lancashire County Council to open an area at Trawden Road for additional parking.
- Councillors noted that the works have been completed on the trees at Spring Garden Villas and that the wall will be repaired in due course.
- Following an issue raised by a resident regarding the historic highway in Wycoller, Councillors thanked Cllr Rupert Swarbrick and Mick Dand from Lancashire County Council for attending the meeting. Parish Councillors are aware that the issue regarding the level of maintenance to the road lies with Lancashire County Council and not the Parish Council. Cllr Swarbrick wants to remove the burden of this from the Parish Council, and wants to ensure residents contact them direct. The County Councils position regarding this road was established in Court, and it will remain the same; they will continue to do what they are legally obliged to do. They confirmed that the road has been fully inspected and 54 defects have been identified; these works will be completed by 18<sup>th</sup> March. The thresholds and criteria to which the County Council work to may not meet resident's expectations, but there are guidelines in place for identifying defects. Cllr Hodgson feels that the drains in the fields need looking at, and Mick agreed that he will meet with him on site to discuss these. Cllr Swarbrick confirmed that there is an inspection regime in place and this happens like clockwork. Any defects that are spotted will be logged and repaired as a matter of course.

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

- Cllr S Cockburn-Price asked that any cast iron street signs in need of painting, or newer ones that need replacing be forwarded to her so that they can be added to the 'in progress' report.
- Colne Junior Council have chosen the best five litter campaign posters. Cllr S Cockburn-Price will forward the Trawden entry onto the Clerk which could be reproduced for Trawden.

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- The most recent Colne Youth Action Group update has been received. The Clerk to forward to all members. The Wednesday Trawden Youth Club has now ceased and this has started at the Byron Road site, in Colne.
- Cllr S Cockburn-Price has been in liaison with the Police in the hope that a CCTV register could be created so that when there is an incident, the Police can call on residents to supply images. The Police are keen to start this register and the Clerk will contact them to see how she can help.

### **Community Centre Trustees update**

- Councillors noted the report the Clerk received from the Chair of Trustees. The Royal visit is to take place on 10<sup>th</sup> April, the groundworker for the works to the rear of the library/shop has been appointed, there will be an event at in October to celebrate the 10<sup>th</sup> anniversary of the charity and six organisations have been successful in applying for funding from the charity.

### **Residents Issues**

One resident spoke briefly regarding his planning application that was on the agenda.

### **Trawden in Bloom**

- Budget figures noted.
- Councillors approved the entry fee for North West in Bloom, the mileage expenses for Mrs Robinson and the replacement of the muck spreader base.

### **Clerks update**

- Councillors noted the Clerks Report.
- It was resolved that the Clerks expenses and additional 3.75 hours be paid.
- Following the Clerks annual appraisal, it was resolved that the HR Committees recommendations be adopted regarding the Clerks uplift in salary, pension contributions and number of hours worked.
- Councillors noted that the Fire Safety officer has conducted an assessment of the office and no action is required.

### **Lanehouse Lane Playground**

- Councillors noted that the works are completed and the playground has passed the RoSPA inspection.
- It was resolved that two picnic benches be placed on the playground and the situation monitored.
- It was resolved that the Clerk contact the resident of Carr View to ask her to submit some ideas of screening to the Council for consideration at the next meeting.

### **Aisled Barn at Wycoller**

It was resolved that the Clerk write to Lancashire County Council and request regular updates on this. There have been improvements with the removal of the Heras fencing and installation of a wooden gate, but there is no planned timeline for the works required to re-open the barn. It is a Grade 2 listed building and has decayed further since its closure.

### **Ball Grove**

- Councillors thanked the Clerk for creating the 'to do' list for the building at Ball Grove.
- Councillors noted that the Clerk has written to Pendle Borough Council and the café tenant to ask that they remove any items from the building. Any expense incurred for removal of any items not belonging to the Parish Council will be recouped from the respective owner.
- It was resolved that a contractor remove the debris and internal walls from the building, at a cost of £350.
- It was resolved that the broken dog bin be replaced with a multi-purpose bin.
- It was resolved that a grot spot walk be done at 1pm on 13<sup>th</sup> April to identify issues. This inspection does not include grounds maintenance.
- Councillors noted the Friends of Ball Grove minutes and progress report.

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- It was resolved that the Clerk has delegated powers to pay the invoice for the gas, and invoice the café tenant for usage.
- It was resolved that the doors to the building be repaired, as per quote received.
- It was resolved that the Parish Council would supply 3 tonnes of stone, delivered to Riverisde Cottage, on the Park, and the residents will fill the potholes on the track.
- Councillors noted that the Fire Risk Assessment will follow.
- It was resolved that the Clerk advertise the electrical works required on the building, and invite businesses to quote for these works.

### **Grot Spot Walk**

It was resolved that:

No half gate be installed on the Tram Tracks; the area to the bottom of Ash Street would not be pursued; the banking that was dug up in 2016 will received some bulb planting; no further works are required on the Tram Tracks yet; The Clerk will ask Leo Brightley to paint the bollards at the bus terminus and Clogg Head and that the phone box will be cleaned. The Clerk to source a solar powered light for the bus terminus and report at the next meeting.

### **Launch event for NHP**

It was resolved that the Clerk will request a 4-6pm slot in the library, on either May 8<sup>th</sup>, 15<sup>th</sup> or 22<sup>nd</sup>.

### **Map of the Parish**

Cllr Hodgson was unable to borrow a map from the library in Colne. Cllr Jolley to gather some samples for the next meeting.

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

It was resolved that Cllr Barritt will inspect the garage site and Parish Council owned part of the back street and complete the template designed by the Clerk. This will be presented at the next meeting.

### **Resignation of Councillor**

Councillors were sad to see this resignation but understood the reasons behind it. Electoral Services have been informed and the vacancy notice has been issued.

### **Planning Applications**

**APPLICATION: 24/0069/FUL** PROPOSAL: Full: Erection of 4 no. dwellings and associated works. AT: Land To The South Of Green Meadow Trawden. Comments submitted: - The Councillors would like to make the following observations about this proposed development.: \* Rain water goods should not be plastic - we are in a conservation area. \* The property's design is inappropriate for the area - only the face of the houses is stone. Councillors feel that they should be fully built in stone. \* Concerns were raised over the probability of vehicles being parked outside of the curtilage for each property; therefore, causing issues for emergency vehicles, should they be required. \* Site drainage - the existing system needs to be adequate and upgraded where necessary, to ensure that further surface and foul water is allowed for. There are already issues with drainage on this site. \* The internal garage dimensions are smaller than the recommended size in the Neighbourhood Plan and, therefore, would not be used to park a vehicle. \* The proposed fencing between properties is inappropriate in a conservation area. \* Some material changes are better than the previous application. ie wooden windows. \* The layout is not aesthetically pleasing - all properties are the same. Councillors would prefer some delineation. \* If the properties were pushed back a little, this would allow for additional parking to the front of the properties. \* Our Neighbourhood Plan suggest 4 parking spaces per property.

**APPLICATION: 24/0035/FUL** PROPOSAL: Full: Demolition of existing semi-derelict three-storey dwelling, garages and other outbuildings and the erection of a two-storey replacement dwelling and detached garage with garden room above. AT: Old Chelsea House, Clogg Heads, Trawden. Comments submitted: Parish Councillors have no objections to the proposals within this application. They welcome the improvement of the development of the site and ask that any ash dieback trees that are removed, be replaced with native trees.

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**APPLICATION: 24/0115/LBC PROPOSAL:** Listed Building Consent: Erection of a single storey rear stone extension and replacement of all existing windows and doors. AT: Stable Cottage Far Wanless Farm, Hollin Hall, Trawden. Comments submitted: Parish Councillors feel that the change in windows and doors would result in a better visual appearance with the surrounding properties where they have already been developed. They feel that the extension is a better design than previous application.

**APPLICATION: 24/0091/HHO PROPOSAL:** Full: Erection of part single and part two storey rear extension, alterations to roof and insertion of new window and rooflight openings. AT: Becksie Cottage, Wycoller Road, Trawden. Comments submitted: Parish Councillors have no objections to the proposals within this application and are pleased that the applicant took the pre-planning advice.

**APPLICATION: 24/0085/HHO PROPOSAL:** Full: Erection of a domestic garage, store, work space and rear balcony with a balustrade to south elevation. AT: 25 White Lee Avenue Trawden Lancashire. Comments submitted: The building is already erected and Councillors feel that it should have a condition to state that it cannot be sold as an independent structure, it should only ever be as ancillary to 25 White Lee Avenue. Councillors feel that a balcony is in appropriate for the area or for the intended use of this building. Councillors would also like to see the permitted development rights removed which would then not allow the owner, in the future, to convert it from an outbuilding. Within the Trawden Forest Neighbourhood Plan, the size of a garage should be 3.3m x 7m which we would like to see adhered to, or if not, at least be the sizes as specified in the NPPF

**Correspondence - None**

#### **Finance**

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£5.20
Clerk's additional hours	3.75 hrs
Lengthsman hours for December, January and February	£408
Lengthsman reimbursement of cleaning solution	£24
Community Centre Trustees – Electricity for office (+ VAT) paid	£27.90
Live Play Educate – balance of payment (+ VAT) paid	£16428.50
Pendle Borough Council – Flag Pole Inspection at Ball Grove (+VAT)	£180
Reimbursement to B Robinson for travel expenses	£10.80
North West in Bloom Entry	£85

**Meeting closed 9.25pm.**

Next meeting Monday 8<sup>th</sup> April 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

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