



## **Minutes of the Meeting held on Monday 2<sup>nd</sup> October 2023**

**Meeting started 7.05pm**

**Present**

Clerk Adele Waddington	Councillor Eleanor Jolley	Councillor Malcolm Pate
Councillor Andrea Beswick	Councillor Philippa Osborne	Councillor Ann Holmes
Councillor David Barritt (left meeting at 20.40)		

**Also in attendance:** Borough Councillor Sarah Cockburn-Price, County Councillor Jenny Purcell, three residents.

**To elect a Chairperson for this meeting** – It was resolved that Cllr Holmes chair the meeting.

**Apologies accepted from:** Councillor Emma Jane MacDonald, Chairman Barry Hodgson, Councillor Mark Watts.

**Minutes** - It was resolved that the Minutes of the Meeting held on the 4<sup>th</sup> September 2023 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** –Cllr Pate declared an interest in the Donations agenda item.

**County Councillors Report**

Cllr Purcell thanked the Clerk for passing on the issues raised at the last meeting. These have been passed onto the Cabinet Member and CCllr Purcell is meeting with them on Thursday. Outcomes from the meeting will be fed back to the Clerk. Items outstanding are the collapsed wall at Spring Garden Villas, Skipton Road, the request for double yellow lines at Hollin Hall and the leaking trough at Gladstone Terrace. CCllr Purcell has been appointed onto the Roads and Transport Committee. Winewall is currently being resurfaced.

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

Cllr S Cockburn-Price is attending the grot spot walk on 7<sup>th</sup> October. The Clerk to plan a route and distribute to members.

There is an issue with water escaping from the road at Slack Booth due to field drainage. Cllr S Cockburn-Price visited and has written to Lancashire County Council regarding this. They are aware of the situation and plans are in place to remedy the issue.

The last CYAG report was issued to members and there is another one due. The solar panels are making a big difference to the electricity bills; the interior of the Byron Road building is being updated. The new kitchen has been installed and decorating is in progress.

Cllr S Cockburn-Price has written to LBS regarding the problem downpipe. She will chase this.

Response received from Pendle Borough Council advising that, due to staff issues, the circuit reported for dog fouling is on the list, and will be dealt with when time allows.

Cllr S Cockburn-Price asked about the plaque at the Recreation Ground as it has not yet been replaced. The Clerk to chase this with Pendle Borough Council. The Clerk knows where the original plaque is and has a photograph of it.

**Community Centre Trustees update**

Cllr Pate reported that the furniture for the cabin is still in progress. The planned fence around the new cabins is not being done and quotes are being sought for alternatives.

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### **Residents Issues**

- A resident attended the meeting to ask why there was differing opinions on his two planning applications. He asked the Parish Council to give a thorough and independent review on the comments made on these applications.
- Two residents attended the meeting to air their views on the response that the Parish Council had given to their recent planning application.

### **Trawden in Bloom**

- Budget figures noted.
- It was resolved that the Parish Council would financially support five volunteers to attend the North West in Bloom prize giving ceremony at £15 per head.

### **Clerks update**

- It was resolved that the Clerks expenses and additional 8 hours be paid.
- The HR committee to arrange the Clerks annual appraisal.

### **Councillor vacancy**

The Clerk has already been notified that there will be no election for the current vacancy. The Clerk has advertised this for 4 weeks.

### **Lanehouse Lane Playground**

- It was resolved that the consultation would not be extended. The Clerk to ask Kompan for a large display board, showing the additional equipment, then Councillors will run an event at Trawden School, after school hours asking parents to complete the questionnaire and offer a free ice cream for children. The Clerk will arrange a day (preferably Friday) and get copies of the questionnaire for people to complete.
- Councillors noted the summary of the annual independent inspection.
- Councillors noted that Let's Play Everywhere, from Nelson are giving a ball-park quote and some comparative alternatives for equipment.

### **Ball Grove**

- It was resolved that the transfer document and map be signed and returned to the Solicitor.
- It was resolved that the Parish Council should pay £89.60 Indemnity insurance for the land and building.
- Councillors noted that Leo Brightley has been instructed to carry out the painting of the car park barrier.

### **Christmas Lights Switch On**

Cllr Holmes will serve in the kitchen, with assistance from Mrs Barritt. Cllr Holmes will also be first aider at the event.

Cllr Osborne has agreed to purchase supplies required. The Clerk will reimburse her for these, upon production of a receipt.

The Clerk to provide donations containers. It was resolved that any donations received will be given to Church.

### **Trawden Forest Neighbourhood Plan**

- It was resolved that the Clerk would contact both Kirkwells and O'Neill Homer Planning Consultancies and see if they are interested in developing the two new policies.
- It was resolved that Cllr Osborne will chair the new group and Cllr Jolley would also like to be involved. The Clerk has had positive responses from two of the original members of the creation of the Neighbourhood Plan group, as well.

### **Grot Spot Walk**

It was resolved that this would take place on Saturday 7<sup>th</sup> October at 2pm; meeting at Harambee Surgery. The Clerk is unable to attend, so Cllr Holmes to note issues raised and pass to the Clerk for action.

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### **Email addresses**

It was resolved that Councillors will get their own Parish Council email addresses. The Clerk to arrange.

### **Jam Pan Plaque**

It was resolved that the centralised wording plaque would be produced. The Clerk to order.

### **Grants**

Trawden Celtic have withdrawn the original planning application and resubmitted with the container in a different location. It was resolved that the Parish Council grant them £700, only to be paid upon approval of planning permission.

### **Donations**

It was resolved that the following donations be granted: Church clock - £300, Friendship group - £300, Mountain rescue - £300, North West Air Ambulance - £300, Royal British Legion for the Poppy wreath - £20.

### **Safeguarding Officer**

Cllr Beswick agreed to take up the position of Safeguarding Officer. The Clerk to look for some training.

### **Benches in the Parish**

Councillors noted that Leo Brightley will paint the benches where repairs have been carried out.

### **Additional Local Green Spaces**

The Clerk has had to submit the 11 completed forms already so that they are included. She has advised that there are still three outstanding. Cllr Pate to complete these forms by end of week and send to the Clerk for urgent submission to Pendle Borough Council.

### **Remembrance Day**

Cllrs Watts and Holmes to assist at the Remembrance Day Parade. Road closure order approved by Pendle Borough Council; received 27<sup>th</sup> September.

It was resolved that Cllr Holmes will be the first aider for this event and that the Clerk to lay the wreath on behalf of the Parish Council.

### **Trawden Road Bus Shelter**

It was resolved that this be carried forward to the next agenda. Councillors to come to the meeting with ideas of what type of roofing we should look at. We would need specialist input from a structural engineer if it is anything different to the repair of the existing concrete.

### **Planning Applications**

Cllr Jolley reported an enquiry from a resident of Winewall that Councillors from this ward have been looking at. This has been reported to the enforcement office, and an official response, from the Parish Council, will be sent.

### **Correspondence**

- Councillors noted the diversion of footpaths 82, 83 and 88 at Lower Naze End Farm, Hollin Hall.
- A request from a garage tenant has been submitted to extend their garage as he cannot get his car in the existing structure. It was resolved that the garage can be extended, as per diagrams submitted, to the rear of the garage and in height, in the same materials that the garage is constructed of. Access for other owners must be maintained, and not blocked.

**23/2023**

## Finance

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£13.50
Clerk's additional hours	8 hrs
Lengthsman hours x 66hrs	£1122
Grass Cutting Contract x 2	£350
Trawden Forest Community Centre – Office Electricity (paid)	£2.17
Pendle Borough Council – Annual Independent Playground Inspection (+VAT)	£65
Leo Brightley – painting benches at Playground (£206) and cleaning Victorian Toilet (£40)	£246

- Councillors noted the half year budget situation. The Clerk to arrange with Cllr Watts, the quarterly inspection of the accounts, as per the Financial Regulations.
- Councillors noted that the next payment of the Precept is due on 30<sup>th</sup> September 2023.

## Part 2

It was resolved that the Clerk would seek advice on the obligations held on the termination of the agreements in place before we formally respond to the resident.

**Meeting closed 9.40pm.**

Next meeting Monday 6<sup>th</sup> November 2023 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

**24/2023**