

TRAWDEN FOREST PARISH COUNCIL

Minutes of the Meeting held on Monday the 7th October 2019

Meeting started 7.00pm

Present

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| Chairperson Barry Hodgson | Clerk Adele Waddington | Councillor Ruth Crompton |
| Councillor David Storey | Councillor Clare Storey | Councillor Emma Jane MacDonald |
| Councillor David Barritt | Councillor Craig McBeth | |

Apologies

Councillor Beverley Robinson, County Councillor Jennifer Purcell, Borough Councillor Margaret Foxley, Vice Chairperson Paul Reyner

Also present: Councillor David Whipp (left 7.20pm), Borough Councillor Sarah Cockburn-Price, Andrea Beswick, Mr & Mrs Hodgson, Mr Harper

Minutes

The minutes of the meeting of 2nd September 2019 were approved. Proposed by Cllr C Storey, seconded by Cllr MacDonald

Declaration of Interest

Parish Council were reminded of the requirement of the member Code of Conduct concerning the declaration of interests.

Wycoller Repairs

Cllr Hodgson advised Cllr Whipp that the over-hanging foliage from the car park into Wycoller has been cut back. Issues with Wycoller are still ongoing. Aron Cross lost his case in court but is intending to appeal. A 'humps in the road' sign has been erected in Wycoller now. Cllr Hodgson confirmed that Pendle Borough Council mended the cobbles in the ford.

Trough at Gladstone Terrace

Gareth Aspey from Pendle Borough Council has done a site visit, but due to the amount of water in the drain, he is struggling to see where the problem lies. There is a multi-agency meeting planned where Gareth will raise this issue to see if a plan can be made for further investigations. Cllr Whipp has noticed that the water is not being drained. Adele Waddington has reported 2 blocked drains to LCC for clearing.

Cllr Whipp has had a look at the issues with drainage on Burnley Road and has spoken to LCC to see if more money can be budgeted towards improvements in drainage. A lot has been spent in Lancaster recently, and Cllr Whipp is on the task group to scrutinise flooding. Their final meeting is at the end of October, and they are hoping to properly resource the work that needs doing locally. Cllr Hodgson advised that the drain has been looked at, at the bottom side of New Laithe Farm and it is not big enough for the amount of water travelling down Burnley Road. Cllr Whipp has given a list to LCC of issues that he has found around the area and advised that it appears that Pendle Council do not have the authority to carry out works on highways without LCC permission. It was agreed that, when there is next a heavy rain downfall, photos will be taken of the areas where the issues are so that they can be sent to LCC.

Borough Councillors Update

Adele Waddington has received a copy of an email advising that the white lines at the junctions of Burnley Road with Colne Road, and Colne Road with Lanehouse Lane will be re-done. Thank you to all the Borough Councillors and Cllr Purcell for reiterating the plea with LCC. They will also look at the double yellow lines, but have given a link to report vehicles parking on them should they be causing an obstruction.

Community Centre Update

Everything is going to plan with the work at the Library/Shop. The Councillors have been invited to the 5 year official re-opening of both buildings at 3pm on Saturday 19th October. 6 Councillors advised that they would like to attend.

Residents Issues

Mr Harper from White Lee Avenue attended the meeting as he has purchased part of the field off the Tram Tracks above his property. There is currently an agricultural access to the field, but Mr Harper wants to

change the field to a domestic garden. Adele Waddington feels that the Council need to seek legal advice regarding this as there is no information on the documents passed from Pendle Council regarding access. Adele to arrange.

Mr & Mrs Hodgson attended the meeting regarding the appeal Mr Wilkinson has put in about his animal shelter very close to their property. New Laithe is a Grade 2 Listed Building, and as such, its integrity should be protected. Mr Wilkinson has advised that he believes there used to be pig sties on this land, but they would have been significantly lower than the shelter that has been erected. The Councillors feel that any planning permission applied for would not have been passed in the first place due to its proximity to the listed building. Cllr Cockburn-Price has offered to assist Mr & Mrs Hodgson with their appeal. Adele Waddington to also object on behalf of the Parish Council.

Matters Arising

Lengthsman/Grass Cutting Contract

4 people have enquired about the grass cutting contract. 3 replies received so far. 2 quotes at £160 per cut - this is the cost that Ian Slater was charging, and one at £170 per cut. Councillors discussed the quotes and chose to give the contract to our current Lengthsman Andrew Crawshaw. Adele to write to the unsuccessful applicants, and confirm to Andrew he will start in Spring next year.

NWIB

Cllr Robinson has 7 people who would like to attend the Prize Giving Ceremony for NWIB in Southport at a cost of £30 per person. Cllr Crompton proposed that the Parish Council pay for all to attend at a cost of £210. This was seconded by Cllr Barritt. Put to vote – all in favour.

Colne and District Committee meeting

Cllr Hodgson advised that he was disappointed with Planning as Black Carr Mill is still showing as 'waiting decision'. Adele has been in contact with the developer, who advised they had agreed an extension for decision to 4th October. Cllr Cockburn-Price to chase this up.

Local List

Adele Waddington has been in contact with John Dransfield who would like to get the 6 or so from the original list done and completed soon. He would like to put together a group who can assist in this including Gillian Greenwood. He needs support from the Parish Council for this project. Adele has already offered support for the group. Support was also offered from Cllr Hodgson, and Cllr MacDonald can also offer some time to this.

Allotments/Garages

Tenants have requested a change of burning times at allotments. It was agreed that, from the end of October to the end of March, burning could be carried out during daylight hours on a Sunday; between the beginning of April and the end of October, burning could be 6-8pm on Wednesday and 8am – 12 noon on a Saturday. Adele to inform all tenants and do a leaflet drop to all residents who will be affected by this.

Tenant of plot 19 has given notice and will remove all items by the end of October.

Cllr D Storey asked that the tenant of plot 42 is given 10 days to tidy his allotment or vacate. Adele to send a letter.

The annual bonfire will be on 2nd November and plans are in place to burn any allotment waste that has been collected throughout the year.

An invoice was sent to an old tenant for removal of their rubbish from allotment 18. This has not been paid.

Cllr Hodgson proposed that the person should be re-invoiced with an additional admin cost of £10, but offer to accept standing order payments until it is cleared. This was seconded by Cllr Crompton. Put to vote – all in favour. Adele to re-invoice and write to the person concerned.

Garages – The new owner of 8 Proctor Croft has put the property up for rent. Adele has queried that the use of garage by a tenant would be sub-letting. The Solicitor has advised that the owner is planning on using the garage for their own purposes (storage of personal items before they move back), but the spaces in front of the garage have been offered as part of the rental agreement. The Councillors feel that the offer of the garage should be revoked and offered to the next person on the waiting list. Adele to write to the Solicitor.

Recreation Ground/Ball Grove

Cllr McBeth asked Cllr Cockburn-Price when the meeting regarding the barrier at Ball Grove was to take place. This is still being planned, but Cllr Hodgson asked that Cllr McBeth does not attend and meetings regarding Ball Grove.

There is still some information that is required from Pendle Council before a decision can be made whether the Parish Council will take ownership of Ball Grove. Adele to ask for: who is responsible for the maintenance of the road from the car park to Spring Grove Barn, we need to see the lease for the cafe and know when the rent is due for review, who pays the utility bills, do the Environmental Action Group pay for their own utilities, what is included in the maintenance contract and who would be responsible for the bridge repairs within our curtilage.

Report of confrontation with a dog walker who refused to pick up after his pet on the Recreation Ground.

Reported to Pendle Council who are arranging for the District Enforcement Team to be in regular attendance at the Rec.

Unregistered land

Adele confirmed that the area at Wellhead is not registered. Following guidance from Pendle Council, the Parish Council need to employ a solicitor to do this for us. Adele has gathered 10 years of timesheets from the Lengthsman to prove we pay for its maintenance, and also taken a photo of the plaque and found the original agreement that this would be paid for by the Parish Council too. Cllr Crompton gave a vote of thanks to Adele for finding all the information required.

Assets of Community Value

Adele has completed the forms for the Assets of Community value and will send these off to Pendle Council soon. These are Trawden Arms, Cotton Tree Inn, Trawden Church, White Lee Head Club and Library/shop building.

Swim Passes

Adele has been in contact with Paul Whittaker at Pendle Leisure who feels that the only real solution is that Trawden is issued with a different coloured pass. This would cost an additional £100 per print run (so 5 times a year). Adele advised that this is not acceptable, so what about printing one pass per child to cover all holiday periods? The costs and swim numbers for summer have been received and currently it is costing an average of £8.69 per child to swim. The figures will of course change as there are still some holiday periods to go before the end of March 2020. The centres would then have to manually log on a piece of paper when a child comes in with the different coloured pass. This would give a true reflection of the amount of times the passes are being used. Cllr Cockburn-Price to see if Colne Town Council would back the Parish Council in this suggestion.

Replacement Waste Bins

As part of the information sent back from the North West in Bloom judges, it was suggested that other forms of recycling are pursued. Cllr Robinson asked whether the Parish Council thought it was a good idea that Pendle Council replace the public waste bins with multi-choice recycle bins. It was proposed by Cllr MacDonald, seconded by Cllr Crompton. Put to vote – all in favour except for Cllr McBeth. Pendle Council have recently declared a Climate Emergency, so this could be a way of supporting this.

Speed Monitoring

Information has been sent into LCC speed team who will assess the request and advise whether it is feasible to do speed monitoring around Forest Bank area. Email response received advising that LCC will assess this road in terms of average vehicle speeds and the number of injury collisions. Following assessment the Speed Management Group, a partnership between LCC and the Police, will consider the information, and determine what action, if any, can be taken to address these issues.

Parish Matters

As there has been further dumping of spent cannabis plants off Burnley Road, Cllr Hodgson proposed that Adele should purchase a wildlife camera so that it can be put up to try and catch the people responsible. This was seconded by Cllr MacDonald. Put to vote – all in favour.

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There have recently been some comments on social media regarding the flag at the Church. Adele suggested that the Parish Council should purchase some in order for the Church to be able to keep flying them. Cllr Barrit proposed that 2 were purchased. This was seconded by Cllr C Storey. Put to vote – all in favour.

Cllr Crompton has now joined the School Governors and good links have been created. School are currently looking at funding a polytunnel for growing plants and a stage of their own for school performances. Cllr Crompton will speak to the Head and advise that the Parish Council may be able to donate some money to the projects, and they can also apply to the Borough Councillors.

The PCSO has been to school to monitor traffic and educate drivers with the risks of parking inconsiderately etc. This worked well, and the PCSO will attend more frequently to resolve the issues faced.

Cllr Hodgson reported that the footpath from Goose Green to the bottom of field is not passable. Adele to report.

Adele has been asked if it possible for a notice board to be erected at Cotton Tree as there is currently nowhere to display information. Adele has priced up a notice board at a cost of around £450, and it could be located near the entrance to Ball Grove. Adele to ask if the Community Centre Trustees if they would like to display in this and whether they would like to contribute.

Adele received a request for financial contribution towards maintenance of a footpath on Boulsworth Drive at a cost of £375. The Councillors feel that this is a well used path and that we should contribute. Proposed by Cllr Hodgson, seconded by Cllr Crompton. Put to vote – all in favour.

Planning Applications

Enforcement Appeal: 5 Hall Meadows Trawden Colne. Description: Appeal against enforcement notice Breach: without planning permission, and within the last 4 years, the unauthorised erection of a timber shed. Planning Inspectorate Ref: APP/E2340/C/19/3230682. An appeal has been made to the Secretary of State against the decision of Pendle Borough Council to serve an enforcement notice. The Parish Council will re-iterate its original objection to this proposal as it is too big, dominant on the landscape, not built to original plans and on the edge of an area designated as an area of Townscape Character.

GEN/19/0135/MISC Notice of intention to remove 5 pay phones from various sites within the Borough of Pendle. Proposed by Cllr MacDonald, seconded by Cllr Barrit. Put to vote – all in favour as the phone box has only been used 4 times in a 12 month period.

Planning Appeal Notification on 19/0210/FUL Land To The North East Of New Laithe Farm Burnley Road Trawden. Proposed Development: Full: Change of use of land to a mixed equine and agricultural use and erection of an animal shelter with pen (Retrospective).

Planning Inspectorate Ref: APP/E2340/W/19/3235878

Mr D. Wilkinson has appealed to the Secretary of State against the Council's refusal of the above planning application. This appeal is being dealt with by an exchange of written statements between the appellant and the Council and will be decided by an Inspector appointed by the Secretary of State.

Comments are that it is too close to a listed building, it detracts from the character of the building and it is in a high volume area of traffic travelling quickly.

APPLICATION: **19/0678/FUL** PROPOSAL: Full: Erection of two storey extension to the rear, porches to the front, external alterations involved in the conversion of three cottages to two dwellings and change of use of land from agricultural to domestic use (Re-Submission). AT: Higher Stunstead Farm Stunstead Road Trawden FOR: Mr C. Whiteoak. The planning application is a resubmission as the last application was refused. Any planning application for this area must enhance the heritage feeling and be in correspondence with the conservation area status. Windows and doors must be wood and any additional off road parking would always be advantageous.

APPLICATION: **19/0680/FUL**

PROPOSAL: Full: Change of use of agricultural barn to form two dwellings, external alterations, erection of single storey extension to the side, erection of a detached double. garage and change of use of land from agricultural to domestic use (Re-Submission). AT: Higher Stunstead Farm Stunstead Road Trawden FOR: Mr C. Whiteoak. The planning application is a resubmission as the last application was refused. Any planning application for this area must enhance the heritage feeling and be in correspondence with the conservation area status. Windows and doors must be wood and any additional off road parking would always be advantageous.

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APPLICATION: **19/0701/FUL** PROPOSAL: Full: Change of use from agricultural land to domestic garden and erection of a detached garage with office accommodation above (Re-Submission). AT: Thornlea Lane House Lane Trawden FOR: Mr & Mrs Nick Waring. The Councillors have no issues with changing the position of the window in the garage, but again they will not allow any use of any of the Parish Council land that is not already included in the access point to the proposed garage. The Councillors would like to see the area which has been tarmacked between the tram tracks and the property to be reinstated to a grassed verge. The Councillors would like to see no increase in size to the already approved planning application

APPLICATION: **19/0673/FUL** PROPOSAL: Full: Erection of 4 No. Camping Pods with car parking area.

AT: Land At Field No 6780 Hollin Hall Trawden FOR: Mr & Mrs M. Rowlands. The Councillors feel that the proposals are of good design, are well masked from the highway and surrounding footpaths. There is ample parking which is also set back from the highway and will not be obtrusive to road users.

Letter from Lancashire County Council regarding the Wildlife and Countryside Act 1981. Investigation for definitive map modification order. An investigation into the extent of public rights from Parson Lee to Trawden 254 and Bridleway Trawden 191. Cllr Hodgson and Adele to look at this in more details and respond.

Correspondence

Notification of a meeting of the Licensing Committee to be held on 17th September 2019

Swim pass figures received for Summer holidays

Invitation to attend the prize giving ceremony at Southport for the North West in Bloom volunteers

Invitation received from the Community Centre Trustees inviting the Parish Councillors to the Grand Re-opening on Saturday 19th October at 3pm. Please confirm attendance to Steven Wilcock.

Notification of the Policy and Resources Committee meeting on Thursday 19th September 2019.

Draft minutes of the Community Safety Partnership meeting received.

Notification of the publication of the Proposed Haworth, Cross Road and Stanbury Neighbourhood Development Plan consultation running 17th September to 12th October.

Notification of the publication of the Proposed Steeton with Eastburn and Silsden Neighbourhood Development Plan consultation running 17th September to 12th October.

Notification of the Accounts and Audit Committee meeting on Tuesday 24th September 2019.

Email received from Stormsaver to see if the Parish Council is interested in rain water harvesting.

Response received from Solicitor of 8 Proctor Croft regarding sub-letting of garage as property is a rental.

Response received from Speed Management Team regarding request for monitoring speed of vehicles in Trawden

Invitation to attend the Events Support Advisory Group following the concerns raised about the cycle race traffic. Meeting is on Monday 14th October, 10.30am at Nelson Town Hall, Cllr Hodgson to attend.

Enquiry received from a resident of White Lee Avenue to attend a site visit regarding access to his garden.

Copy of the 'Mystery Shopper' report for the Green Flag at Ball Grove received. Some remedial works need to be carried out, but Friends of Ball Grove are happy to undertake these small repairs.

Approved audit received back

Information received regarding the Cosy Homes In Lancashire scheme. Qualifying residents can apply for first time central heating, boiler replacements for owner occupiers, loft insulation and cavity wall insulation

Finance

Bank transfer of £697.50 to A Crawshaw for Lengthsman Services in September

Bank transfer of £384 to Ian Salter for grass cutting services in September

Bank transfer of £408 to PKF Littlejohn for the annual Audit

Trawden in Bloom Expenditure

Bank transfer of £136.42 reimbursed to B Robinson for £14.40 at LBC, £83.70 at Park Lane Nurseries, £14.40 at LBS and £23.92 at Stephen H Smith Garden Centre

Meeting closed 10.35pm – next meeting Monday 4th November 7pm. Meeting dates 2019: 2nd December 70/2019