

TRAWDEN FOREST PARISH COUNCIL

Minutes of the Meeting held on Monday the 3rd February 2020

Meeting started 7.00pm

Present

Chairperson Barry Hodgson	Vice Chairperson Paul Reyner	Clerk Adele Waddington
Councillor Beverley Robinson	Councillor Andrea Beswick	Councillor Ruth Crompton
Councillor David Barritt	Councillor Emma Jane MacDonald	Councillor Clare Storey
Councillor Craig McBeth (left approx 9pm)		Councillor David Storey

Apologies

Borough Councillor Margaret Foxley

Also present: Cllr David Whipp (left 7.20pm), Borough Councillor Sarah Cockburn-Price, County Councillor Jennifer Purcell, Ian Lyons – recording meeting

Minutes

The minutes of the meeting of 2nd December 2019 were approved. Proposed by Cllr Reyner, seconded by Cllr Robinson. Before the Parish Council meeting commenced, Cllr MacDonald asked Cllr McBeth why he was recording the Council meeting with no prior warning. She felt that it would affect the meeting and admitted that she felt very self-conscious and intimidated. Cllr Robinson also felt intimidated by the presence of the equipment and agreed with Cllr MacDonald's comments. Cllr Hodgson advised that some issues may have to be dealt with a little differently if Councillors required. Cllr MacDonald thought it would have a detrimental effect on meetings as people would not feel as free to speak and pointed out members of the public can attend meetings. Cllr MacDonald feels that it is colleague courtesy to inform other Councillors that recording would be taking place.

Declaration of Interest

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

Copies of the Parish Council and Pendle Council's code of conduct were distributed to all Councillors who were asked to review and come back to the next meeting with any amendments.

County Councillors

Wycoller Repairs

Nothing to report

Trough at Gladstone Terrace

After the meeting with Gareth from Pendle Borough Council, Gareth spoke to the owner of the property in the quarry above Gladstone Terrace and agreed that Mr Braithwaite would put in more drainage to divert the flow of water into the river. The other source was draining into an unused, defunct pipe which has tree roots growing into it, so is blocked. The problem seems to have been remedied.

Burnley Road - Cllr Hodgson advised that some sweeping and drain clearing has taken place on Burnley Road. Cllr McBeth advised that he had received an email from Lancashire County Council advising the same and that there should only be issues during heavy downfalls. The Clerk advised that Pendle Council are putting the issues to the multi-agency flood team to try and make some progress. The dye tests have not yet taken place to determine the water flow.

Colne Road – Cllr Robinson asked whether the drain at Hill Top had been rectified. It has been reported, but no reports have been received back from Lancashire County Council. It needs more work as it is blocked under the road. Clerk to chase.

Wycoller Road – Cllr Hodgson reported to Cllr Whipp that the road surface on Wycoller Road is starting to break up.

Mire Ridge – Cllr Robinson advised that the sides of the road repairs had washed out. Cllr Whipp is aware of this and has reported it.

Cllr Whipp advised that the County Council have started to use a small planing machine for pothole repairs and it seems to be working better. Some potholes have been repaired at the bottom of Winewall recently. Cllr Purcell has received a complaint about parking at Keighley Road and has requested double yellow lines. The Clerk has sent comprehensive maps to Lancashire County Council so that they know where the exact location is.

79/2019

Borough Councillors Update

Cllr Cockburn-Price attended the Countryside Access Forum meeting where Trawden are seen as the most pro-active Parish Council for reporting issues. Cllr's congratulated the Clerk for her work in pursuing the issues with footpaths around the Parish.

Cllr Cockburn-Price advised that there is an outstanding issue with hogweed.

Residents at Cotton Tree have raised their concerns with the road outside Blossom Tree nursery sinking. The water coming out of the pipe is now dirty where it was clear before the development at 'The Rough' started. There is a device on The Rough which slows down the water flow to 155 litres/second. There's more water than ever coming from this area which is draining into the pipe which runs into Cotton Tree Lane. United Utilities repaired this pipe a few years ago and have advised that this pipe is not theirs to repair again.

Councillors tried to get some S106 monies from the development which would have gone towards repairing this pipe, but to no avail. Cllr Cockburn-Price will keep her eye on this.

Cllr Cockburn-Price asked whether Councillors would support the District Enforcement Team. There is a meeting with leaders and the team soon. Cllr Cockburn-Price advised that, in 11 months of operating almost 80% of fines is for cigarettes and there have been 109 fines for dog fouling. Cllr's Hodgson, Robinson and MacDonald agreed to attend.

Community Centre Update

The Centre has been nominated for the Countryside Alliance Awards, and is in the last 4.

Cllr Barritt advised that volunteers are always needed. The Clerk will put this on the website and social media.

Matters Arising

Lengthsman/Grass Cutting Contract

The lengthsman is getting much better and is starting on some small jobs. Cllr Robinson advised that the footpath at the bus terminus is slippery. The Clerk to ask that it be cleaned.

Cllr McBeth advised that the footpath at the entrance to Ball Grove is slippery. The Clerk to ask that this be looked at and cleaned if necessary.

Cllr MacDonald has received a query about the steps at Chelsea. One has recently been repaired as it was loose, but the next step is very small. The Clerk and Lengthsman have already discussed this – Clerk to ask Pendle Council whether it is possible that the Lengthsman makes alterations to this step.

NWIB

The entry form for North West in Bloom has been received and the team would like to enter.

Cllr Robinson advised that one of the obelisks at CNC has broken. Cllr Robinson is trying to get a replacement. Cllr Robinson has been to Skipton to look at their public recycling scheme but there are none there. She has contacted North West in Bloom for some advice about the public recycling bins but has not received a response yet.

The willow sheep at Trawden Road are looking tatty. The team are looking at replacing it with another sheep structure made from recycled materials. One of the new displays will be a 'live', growing display.

Colne and District Committee meeting

There is a consultation on the number of Committee meeting that will take place following the restructure of Borough Councillors in May. Councillors discussed the options and Cllr Robinson proposed that the Council responds with the feeling that it would be better functioning with 4 area committees. Seconded by Cllr MacDonald. Put to vote – all in favour. The Clerk to respond.

Local List

Adele has contacted the group and called a meeting for 4th March to see the progress. It is planned to do the initial list and submit to PBC for their consideration.

Allotments/Garages

The tenant from plot 43 should now have a key and can start work.

Plots 37 and 19 are available and have been offered out.

80/2019

Cllr D Storey asked for thank you letters to be sent to John McNamara and Nick Elliot for their continued support with the work on the allotments. The Clerk to arrange.

Garages – back street of Cotton Tree Lane – contacted Gas board to see if they are willing to repair the road after traffic was diverted by the workmen along the back street. This has caused damage to the surface of the unmade unadopted access. As no work has been carried out on this stretch, the workmen advise that no remedial works would be done. If anyone has any photographs of the street before the works commenced, they may reconsider their decision. Cllr Cockburn-Price suggested sending the Council's concerns to MP Andrew Stephenson.

Ball Grove

This was discussed at the budget meeting. The Clerk has been back to Pendle Council to advise that remedial works need to be carried out before transfer of ownership. PBC have agreed to a meeting on site at some point to discuss the works.

The Clerk has been in touch with the Solicitor who has dealt with transfers for Colne Town Council. Farnworth Rose at Nelson – they have agreed to act on our behalf. They cannot give us an estimated cost until they have received the documents from Pendle. It depends on how many titles there are on the Park.

Tracey from Lakeside cafe joined the meeting. The Parish Council have given her first refusal on the additional part of the building at Ball Grove. She currently tenants just over half of the building and is interesting in expanding her business. Tracey showed her plans to the Parish Council and has various thoughts for the space. She is looking at an alcohol licence. Cllr Hodgson asked about the fishing rights. Tracey will get the contacts and pass onto the Clerk. Until the Parish Council have taken ownership of the Park, unfortunately, Tracey cannot pursue her plans any further. The clerk advised that she would be kept up to date on developments.

Budget

The budget figures for the current financial year was issued to the Councillors and proposals have been put forward for the next year. The budget meeting is to take place on 20th January in order for the 2020/21 budget and precept to be agreed.

Assets of Community Value

Letter received from Pendle Borough Council acknowledging the receipt of the proposed Assets of Community Value, and advice that they are pursuing them.

Swim Passes

This item was discussed at the budget meeting. The Clerk will liaise with school regarding swim passes from April. The suggestion is that parents/carers put their receipts in an envelope with their details on and send into school. The clerk will collect from school and reimburse. Cllr Crompton proposed that we would reimburse swimming Monday – Friday at any time of the day, not weekends, Bank Holidays or over the Christmas period. Anyone in the Parish whose child goes to an alternative school can submit their receipts direct to the PC for reimbursement if they do not get a swim pass (ie Laneshaw Bridge School). Once the agreed budget has been spent, the offer would cease. The Clerk to arrange to meet with the Head of school to discuss.

Flag Pole at War Memorial

Cllr Robinson has received an enquiry from a resident asking if there should be a flag pole at the War Memorial. This was discussed and the general consensus is that the Councillors feel it would detract from the one that was put up, by ex-servicemen, at the Community Centre/Library. They also felt that, as there is a flag at the Church as well, the village was well covered and that the focus should be on the War Memorial itself.

Budget

After the amendments councillors put forward at the December meeting, and final discussions at the budget meeting, the Parish Council will not be increasing allotment rents or garage rents for the financial year 2020/21. Income from other sources is expected to be £11575 with the overall expenditure agreed and ball Grove Park plans, the pc expect to spend £83259 therefore require and have requested a precept of £90000 at

81/2019

agreement of all Councillors.

Parish Matters

The Clerk asked that, as the Parish Council is getting larger with more responsibilities, do we want to join the Lancashire Association of Local Councils? They are a valuable source of information and expertise for smaller Councils. For the rest of this financial year it's £123.63, then £494.52 for a full year from April 2020/21.

Also, I have received notice of the new Certificate in Local Council Administration course information that Cllr Hodgson and the Clerk been talking about for a little while. It's 6 evening sessions in Penwortham, with the first being on 2nd April. This will be added as an agenda item to the next meeting.

Cllr Cockburn-Price advised that there has been an issue on the Footpath's list for some time and has low priority. It is path number 116 through Lodge Moss. There is slurry on the path and it is seeping into the field. Cllr Hodgson will take a look and we will discuss at the next meeting.

Cllr MacDonald has received a comment from a resident about the playground on Lanehouse Lane. They feel it needs updating, but the space is very limited on this area, and it will be looked at when equipment needs replacing.

The Clerk advised that a resident has raised a concern about the number of vehicles parking on the tram tracks. The Lengthsman has put some stones on the grass verge so vehicles cannot spoil this. If we stop people parking here, it will create issues in other areas. As long as the tram tracks are still accessible, the Councillors feel that this should continue to be allowed.

Planning Applications

Planning Appeal: Thornlea Lane House Lane Trawden. Proposed Development: Full: Change of use from agricultural land to domestic garden and erection of a detached garage (Re-Submission).

Original Planning Application Ref: 19/0701/FUL. An appeal has been lodged with the Secretary of State against the condition(s) (listed below) attached to the granting of planning permission. Condition(s):- Notwithstanding any indication on the approved plans, application form or supporting documents the windows and doors of the building hereby approved shall be of timber construction only. Details of the detailed design and finish of the windows and doors shall be submitted to and approved in writing by the Local Planning Authority prior to their installation. The development shall be carried out in strict accordance with the approved details and thereafter any replacement windows and doors shall be in accordance with the approved details. Reason: In order to preserve the character and appearance of the Conservation Area.
Response: The Trawden Forest Conservation Area was formed in approx 1986. Wooden windows and doors should be used as part of the conservation area status. Under the Historic England guidance, this states that these items should be wooden and this condition should not be changed. If this appeal is overturned, it could open the floodgates for all future developments within the Parish.

19/0877/FUL - PROPOSAL: Full: Change of use of stables to form a dwelling house, erection of external staircase, alterations to openings, installation of rooflights to front and rear and formation of two parking spaces. AT: The Old Vicarage, Church View Trawden

Response: The only concern raised by the Parish Council was that the area which has been identified for vehicle turning is encroaching over the curtilage outline. Is this area classed as a communal turning area/access? The rooflights on the road side of the property are much more sympathetic with the design.

19/0937/AGD PROPOSAL: Prior Approval Notification (Agricultural Buildings to Dwellings Class QA only): Change of use of 2 agricultural buildings to 3 dwellings (Use Class C3). AT: Little Thorn Edge Farm Wycoller Road Trawden

Response: The Parish Council have no objections to the plans to convert the buildings but should be done so sympathetically to their surroundings. The Councillors will give feedback as and when full plans are submitted.

19/0924/FUL PROPOSAL: Full: Conversion of existing barn into 2 No. residential dwellings (Use Class C3). AT: Little Thorn Edge Farm Wycoller Road Trawden

Response: The Parish Council would be pleased to see this small windfall development. They feel that they would be highly desirable but the landscaping must blend into and be sympathetic to the surrounding countryside. The roof should be slate as we are in a conservation area, and our Neighbourhood Plan states that

82/2019

new developments should have external electric vehicle charging points. The Councillors think that there is too much glass for this development in the area in which it sits as it is a rural utilitarian building. The Councillors feel that Rosemary Lyons should also be consulted on this development.

Correspondence

Letter received from Neil Watson to advise that the nomination forms to the Assets of Community Value have been received and are being given formal consideration.

Letter received from Friends of Walverden Park to ask that Town and Parish Councils give consideration to the professional park keeping services currently supplied by Pendle Borough Council when taking ownership of parks.

New boundary wards results from consultation received. Boulsworth will continue to have 3 Councillors, but the ward will be bigger.

Framework Newsletter received. The Barrowford Neighbourhood Plan will formally be adopted at the meeting of The Council in December 2019.

Message received from Chris Hindle asking whether it is possible for some funding to be sought for the provision of a safe cycling space for children in the village. Unfortunately, we do not have any land suitable for such a project; all the land that the Parish Council owns is either undulating or directly on the road side. The Councillors feel that a large piece of land would be required as parents/carers would probably want to park vehicles there as well, and there are already some excellent cycling facilities around Pendle.

Response received from Tom Partridge regarding the water issue on Old Chelsea.

Calderdale Local Plan – Housing Requirement Update and Potential Supply will be available for you to view and comment between 10/01/20 12:00 and 24/02/20 17:00

A Developer Contributions Supplementary Planning Document (SPD) is being prepared by Burnley Council as part of its planning policy framework. They are inviting us to comment on a draft of this document as part of an 8-week public consultation between Friday 17 January 2020 and Friday 13 March 2020

Advice received that the Accounts and Audit Committee meeting is to take place on 28th January 2020.

Meeting of the Countryside Access Forum is taking place on Monday 3rd February. List of completed jobs received.

Weekly winter bulletins received from Lancashire County Council

Free swimming poster received from Pendle Leisure Trust – passed to school to be included in the newsletter.

Response received from John Halton regarding the query as to whether our statement in the Neighbourhood Plan to not allow developments of over 10 dwellings was still acceptable. Our plan will not be affected as the ruling does not apply to rural parishes.

The Campaign for the Protection of Rural England is working hard to try to get fairness for all. Including tackling Climate Emergency, ensuring green spaces for a source of wellbeing and ensuring rural communities thrive. Is anyone interested in looking at this?

Budget consultation received from Lancashire County Council. Have we any comments to make about them raising the council tax by 3.99%; 2% of which will be for Adult Social Care. The Councillors understand the budget restraints that LCC is encountering, and the difficulties in providing provision for Adult Social Care.

They feel that the only way to ensure there is a more adequate provision is via raising funds through Council Tax. The Council, therefore do not have a problem with the proposal of LCC raising their portion by 3.99% with 2% of this allocated to Adult Social Care.

Finance

At the budget meeting, Cllr MacDonald was tasked with finding information regarding the Clerks job description and pay scale. She has matched the Clerks current roles with the nearest one online that she can find and feels that there is justification to move the Clerk onto the next pay scale. Cllr Crompton proposed that this should happen, as from April, with the additional hour of work per week. Seconded by Cllr Hodgson. Put to vote – all in favour. The new job description will be in place by 1st April 2020.

Trawden in Bloom Expenditure

Bank transfer of £18.92 reimbursed to B Robinson for products purchased from LBS

Bank transfer of £34.99 reimbursed to E Berridge for products purchased from Gardening Delights

Bank transfer of £70 to North West in Bloom for the 2020 entry