

## Notes for September Meeting

August notes approved by Cllr D Storey, Cllr C Storey, Cllr Beswick, Chairman Hodgson, Cllr MacDonald, Cllr Crompton, Cllr Robinson, Cllr Reyner

### Lengthsman

The Lengthsman has completed 39.5hrs in August.

Cllr Robinson - Andrew has been a real asset. It's so good to walk around the village and see the result of his good work.

### NWIB

Planters are on order, and have been shipped. The new vinyls have been received and the brackets are on order. There are now 7 new planters, as I have received an additional enquiry.

There has been some vandalism with some of the vinyl's being removed from the existing planters. These have been re-ordered and will be replaced ASAP.

Cllr Robinson - Things are moving rapidly! I could never have envisaged just how many sponsored containers would grace the walls when we placed the first ones up, many years ago! (It will take a lot of soil, compost and plants to fill just these containers!). I have had some very positive comments about the flowers around the village. The new sheep have been a great hit, especially with their masks! We hope it will inspire everyone to remember their masks when out in public places. I wonder if anyone else is interested in taking part in The Big Litter Pick on 26th September. I need to know asap so that streets can be allocated to the volunteers. I need contact details so that I can allocate slots. The equipment for the pick has been delivered to the Community Shop ready for distribution on the day. I will arrange for the first group to work 10.00 am – 11.30 am, and the second group 11.30 am – 1.00 pm so that it will be like doubling the number of litter pickers at our disposal. Clerk response – I've put another post out on Facebook and will send you the contact details for all those who would like to attend.

Representatives from The Prince's Trust will be visiting next week to assess whether their group can be useful in renovating the furniture, the garden features and the summer house in the Peace Garden. I will be meeting with the leader of the Nursery, this week, to liaise with the planting of some spring bulbs in the Peace Garden, by the children. We are being very well supported at the Community Shop, by people donating and buying our plants. They have financed a new barrel outside the Community Shop, all the materials for the new sheep and an animal feeder for later planting.

Cllr Macdonald: vandalism – do we think this is the children. Is this ongoing? Has it stopped? Clerk response – new vinyl's have been ordered for the existing planters, and I've put off installing the new ones until the children are back at school. There has been no further vandalism of the planters since. We do think it was children, but this was reported to the Police and they also think that it was the group who have been hanging around and causing issues at Ball Grove and in the Chinese.

### Neighbourhood Plan Local List

The whole list has been submitted to Pendle Council. I'm waiting on Rosemary Lyons to look at the documents and feedback on them.

Cllr Robinson - We should be really proud of our Neighbourhood Plan. We were so far ahead of other councils and have been diligent in updating it. It is a great success.

### Allotments

The waiting list is growing every week. We currently have 26 people on it.

Cllr C Storey reported that everything is currently going well although there are a couple of plots that are still unkempt. Cllr Hodgson and the Clerk will visit and write to the tenants if applicable. Cllr

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Hodgson and the Clerk have visited the plots and the Clerk has written to 3 tenants who are currently letting the fabulous allotment area down. They have been given until 24<sup>th</sup> September to come back with a response as to whether they are giving commitment to their plot or whether they are handing back the tenancy to the Parish Council.

Cllr Beswick - I've seen no issues with fires, I'm really glad the allotments are popular, keeping our area green. Clerk response – I still think that we need to look at the fires situation. I cannot handle another year like this year for complaints! I am looking at other Parish Council's and their terms and conditions regarding fires. I am also in contact with Pendle Council.

Cllr Robinson - It is so pleasing to learn that our allotments have become so popular, with so many people on the waiting list. It is a great tool for ensuring that people obey the rules, with so many other eager to take their place! Thank you David and Claire for helping to make the allotments so well organised, I wonder whether a date for a single fire can be agreed upon. I am sure that the resultant wood ash would be useful for the growers.

Cllr Crompton - thanks to Dave and Claire for their continued hard work.

#### Wild Camping at Wycoller

Information received from a resident who has set up a wild camping area in Wycoller. They have all the necessary permissions and insurance in place. Enquiry received from a resident in Wycoller with some concerns but I've advised them that they need to report any issues to Pendle Council as they are the local authority. Councillors have been given the information and maps for the area involved.

Cllr Reyner – I think we need to monitor this.

Cllr Hodgson – could you please find the guidance on this so that we are fully aware of how long and when the campsite can operate? Clerk response – yes no worries. I've gathered some information and will pass it to you. I will keep a copy too so that we can monitor.

Cllr Crompton - Some concerns about wild camping in Wycoller, access particularly but will wait to see what the resident in question receives in response!

#### Ball Grove

There has been a lot of anti social behaviour happening at Ball Grove over the last month. Mainly teenagers of around 14-16 years old. The Police have added the area to the patrol and are speaking to the young people on a regular basis. Cllr Margaret Foxley is also making every effort to visit the park on a daily basis to see that there is no damage or groups causing issues. Thank you to the Borough Councillors for your support with this issue, and let's hope it is resolved quickly.

Cllr Beswick - we have been there a bit recently, it seemed ok, even when busy.

Cllr Macdonald: Thank you to all involved

Cllr Crompton - I agree that this playground particularly needs to be kept an eye on as I was there one day last week, after school had finished and my child was playing on the playground, as were several other young children And I noticed two older lads, probably 14 years old ish, riding bikes within the playground, which is prohibited and then they started swearing very crudely and loud, close to the younger playing children

I was going over to approach them and they rode off!!!! So yes, please police and Margaret to keep an eye on it would be great!

#### Remembrance Day Arrangements

Still waiting for confirmation that the Order has been approved and raised.

#### New CCTV

Another 2 requirements from the CCTV on the Church corner to provide footage in the interests of crime prevention.

The payment has been made to the Information Commissioner, so that we will now appear on the register and everything is legal and above board. The contact for footage will always be the Clerk to

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the Council.

Cllr Beswick – Glad this has been installed – seems to be useful

Cllr Robinson - This has already proved its worth, providing evidence to the police about crimes in the village.

#### Map of interesting places

Cllr McBeth – could you please let me have a progress report on this project?

#### Colne Road collapse

This has been added to the 'work list' and has been inspected on 16<sup>th</sup> June. Still waiting for repairs to be undertaken.

Cllr Robinson - The drain at the top of Colne Road, which has not been operational for years, has been investigated, at last! It has been dug up and exposed but work seems to have stopped. It has been surrounded by barriers for a few weeks. The drain is still flooded.

#### Bus Shelter

Bus shelter has been delivered and erected by CBE. Once all invoices have been received, these will be paid and copies passed onto the insurers for them to reimburse the costs.

Cllr Hodgson – well done for completing this task Adele. I know that it's been time consuming and hard with the Covid 19 restrictions in recent months.

#### Vegetation from gardens

Has anyone delivered any of these leaflets yet? Please let me have details of where you have posted these. Complaint received from the Head at Trawden school advising that the bushes are very overgrown on the path from Back Lane to the school. The Clerk asked the Lengthsman to cut back, but as the responsibility of this lies with the land owner, he has been written to to ask him to carry out the work in future. If this does not happen, a report can be sent to Pendle Council who will carry out works but invoice the land owner.

Cllr Beswick – Thanks for progress being made on vegetation- by the clerks Leaflet and communication efforts.

Cllr Robinson - Sorry Adele, I was unable to open the leaflet. If you can send me a copy, I will be able to put it on my printer to copy it.

Cllr Crompton - Yes school path very overgrown and weedy particularly near to Back Lane end!! Looks awful!!

#### Defibrillator Signage

We have differing opinions on this. I think this would be beneficial to discuss at the next face to face meeting.

Cllr Macdonald: Last month's minutes noted a differing of opinion. Face to face meetings could be a while off – perhaps we could have a summary of people's thoughts?

#### Boundary/parish stones

I think that this would be beneficial to discuss with Karl at an actual meeting. I've advised him that I will let him know when the next face to face meeting will be and invite him.

Cllr Hodgson – Can Karl plot these on google maps? Would this help?

#### Parking problems

I have been discussing the leaflets with PC Lunney and to see if there is anything that I can put together for parking on pavements as this is not against the law. I am still working on this in order to get the information absolutely correct.

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Cllr Hodgson – This has been highlighted recently in the press and we can monitor the progress nationwide.

Cllr Macdonald: Thank you . I reported a pavement parker to the police yesterday (PE01091142CLDKJ). Outside no2 church street. This blocked the footpath making pedestrians go out into the road. This was at school leaving time so was even more problematic. I asked that the nursery could be reminded of these issues. Could you mention again to PC Lunney please?

#### Trees to the perimeter of the play ground

The owner of the property at Carr View has made significant headway with cutting their bushes back. I have seen her and thanked her for her continued efforts.

Mr MacDonald at the Old Vicarage has also arranged for a tree surgeon to come and cut back the trees on his side of the play ground.

#### Guidance on face-to-face meetings

Would Councillors consider having face to face meetings once the most recent restrictions have been lifted? We can use the large room in the Community Centre and have a booking system for anyone who would wish to attend in order to adhere to the maximum number allowed in the space.

Cllrs D&C Storey – should we only meet face to face when it's necessary?

Cllr Beswick - I think face to face are possible if room large enough and we are read out a little list of rules we have to stick to. As time goes on I believe we are missing something by not.

Cllr Cockburn-Price - I would be keen to resume meetings. Teams and Zoom both work well. In addition, I am happy to have face to face meetings in the Community Centre.

Cllr Hodgson – I think it's positive if we meet, if only briefly, just to catch everyone up. Please find the guidelines that we can work to. Clerk response – Yes, will do. The Trustees have already marked out the hall for safe social distancing, but I feel we should have a commitment from people who want to attend. Anyone who just turns up should not be allowed in. If people feel comfortable wearing face coverings, then that would be a positive. Everyone would have to follow the guidelines put in place by the Trustees, otherwise they would not be allowed to attend.

Cllr Robinson - If the social distancing is in operation and face masks are compulsory, I think it would be okay.

Cllr Macdonald: I am still very apprehensive about this. We have Councillors who are classed as vulnerable and extremely vulnerable. The fact that schools have returned, to some extent, increases the risk.

Cllr Crompton - Yes, I'm happy to resume these as soon as local restrictions are lifted and it is safe to do so!

#### Old Mill to the rear of Church Street

Following the query from Cllr MacDonald last month, Cllr Hodgson has spoken to the owner of the mill and has been advised that the mill has not been sold. There was someone interested, but they could not agree to certain terms, so it is currently up for sale.

Cllr Macdonald: thank you

#### British Red Cross request for financial support

Cllr MacDonald suggested that we could donate to a more local cause. Either to Maggie Owens at the Commercial Pub who helps with the homeless, or the Citadel on Swan Croft. What are your opinions on supporting one or both of these instead? We still have money in the budget for donations.

Cllrs D&C Storey – we think that the money should be donated locally.

Cllr Bewick - Agree with Cllr MacDonald - Colne Salvation Army or local homeless charity or a local church that provides food parcels -possible Barts or St. John's? Or does Trawden church do similar?

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Cllr Cockburn-Price - I think we need a **formal policy for TPC donations**. I think most precept payers would like to see money raised in the Village, staying in the Village. To that end, I think you should consider making donations to Friends of Ball Grove and Friends of Trawden Park.

Cllr Hodgson – certainly we should support local charities. I feel that this would be welcomed by the residents.

Cllr Robinson - There are some very needy causes where the Red Cross is vital. Maybe we could send donations locally and to the Red Cross, if the budget allows.

Cllr Macdonald: Links to Citadel and PAC – another local charity providing good work .•

<https://www.neighbourly.com/project/58b8128ec7ac882148d89aec> .•<https://www.p-a-c.org.uk/>

Cllr Crompton - Yes, I think a local cause is a great idea! Well said Councillor MacDonald.

Personally, I would prefer the homeless via Maggie Owens at The Commercial to benefit But I have no problem with The Citadel benefitting either!

### Return to the office

As the Community Centre Trustees have appointed someone for their vacancy of caretaker, I have raised concerns about the shared office space. As I work part time, the desk in the shop is available for others to use when I am not in; it would need to be thoroughly cleaned each time it was used before the next person used it. Cllr Hodgson, Steven Wilcock, Liz Berridge and I have met to see if it is possible to utilise some space in the Community Centre lounge. I suggested that one of the cupboards in the lounge be adapted to make a pull-out desk facing the window so that I can see anyone walking down the car park. The door can be set so it doesn't open when it is approached. Steven and Liz think that this would work perfectly as everything would then be closed away when the office is closed. I have made the alterations already.

Cllr Macdonald: This has obviously been well thought through. Needs to be regularly assessed to ensure it continues to be working effectively. Adele's safety should be our main concern.

Cllr Robinson - I think that is a perfectly good solution to your working conditions and to the use of the C.C. You have considered the safety issues thoroughly.

We would need our own printer as it is not practical printing to the one in the shop then going across to pick it up. I've found a HP one which does everything that I need it to do at a cost of £99.96 + VAT. Do Councillors agree that this is purchased? It will be closed and locked away when I am not in the office.

Cllr D Storey – Both Clare and I agree to the office move and to purchase of new equipment in order for Adele to be able to carry out her duties.

Cllr Beswick - Good idea, yes to printer. Although consider Epson or other as HP ink very expensive in my experience, I've used Epson for years. Actual printer half that price too. Mine copies, scans & prints, A4 only though. Clerk response - Thanks for the advice, I'll take a look, but also need it to print A3. I'll see what's the best, most efficient one I can get.

Cllr Macdonald: agree

Cllr Crompton - Yes that's an excellent idea, Please purchase and excellent for your new office space too!

### Parish Matters

Cllr Hodgson, Cllr Cockburn-Price and Cllr M Foxley have attended a meeting with the Police regarding the amount of anti social behaviour we are experiencing in the Parish at the moment. They have been reassured that the Police are recruiting more officers to work in the area and that officers phone numbers will be available for residents to contact direct should they need to.

Cllr Robinson - There was a good report on FB. We certainly need more officers to supervise such a large area. I wonder if antisocial behaviour will decrease now that the schools have reopened!

Cllr Macdonald: Thanks for the work on this.

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Cllr Crompton - Excellent too that the police telephone numbers will be more accessible too!

I've received copies of correspondence from the owners of Parson Lee Farm to Lancashire County Council advising that there has been damage to a delivery vehicle and that they will no longer deliver to the property. The owner has also sustained damage to his vehicle. Cllr Purcell is following this up with Highways and has asked that more permanent repairs are made to the road.

End of year report received from Pendle Borough Council footpaths officer detailing all of the issues that have been inspected/repaired in the year 2019/20. This is attached.

Cllr Macdonald: noted

I have received an email from Mark Chung regarding funding from LCC around Rights of Way. Please see attached and let me have your feedback on this.

Cllr Beswick - Not sure what we comment on? I see a list but Costs? It may be in other emails.? This is why face to face /online would be better in my opinion.

Cllr Cockburn-Price - Re the £500 for the LCC Rights of Way, CTC took the money. We have super active Cllrs who walk these paths, so I'd ask E-J and Ruth whether they'd be happy to note what needs doing re small tasks, such as cutting back (see removal of pallet in our work done list) and ask our lengthsman to do it, or if it is really simple, do it themselves.

Cllr MacDonald - I think this was discussed and we felt that the maintenance of the number we have in Trawden (255 at last count!) would cost far more than £500. I still stand by this, unless Mark can put forward a more viable option.

Cllr Hodgson – Can you contact Tom Partridge and ask for the benefits of this? Clerk response – yes will do. It looks like the money is paid up front then we would have to report back works carried out with relevant receipts and supporting photos.

Cllr Macdonald: As per previous discussions, the amount is disproportionate to our 255+ footpaths. Therefore it is impractical and potentially expensive

The Clerk has received information that the dog bags on the Recreation Ground are being taken in bulk. 600 bags have been taken in 10 days. This is unacceptable and the service is being abused. I am proposing that the Parish Council removes the bag dispenser as I am still receiving complaints that there is a vast amount of dog fouling still on the Rec. Do Councillors agree? The approximate cost of the 600 bags is £36.

Cllr Beswick - agree. Parish council tried to be helpful but evidently people taking the proverbial! Probably too late to put warning sign "Take only what you need" & hidden camera up is it!?

Cllr Hodgson – I think we should remove this and put up a sign stating why it has been removed. We can always reinstate it should we need to. Clerk response – I think that the one near to school should be kept as this doesn't seem to be being abused. I will make a sign.

Cllr Robinson - Though poo bag availability was a good idea initially, the system is obviously being abused and I agree, it should be removed. People should take their own bags. I wonder, is the recreation ground still being monitored by the group which campaigned to keep it open for exercising dogs! Clerk response – I have tried to get a response from the group, but have not received anything.

Cllr Macdonald: I agree to remove. As usual, it the abusers of the system that affect it for everyone. Do we have lots left? Perhaps we could give to the football teams. The unfortunately have to clear before games. Clerk response – the football teams do have supplies as they have been putting them in for us. We can continue to supply some to them.

Cllr Crompton - I'm very sad that this has happened and the inconsiderate people that are taking bags out in bulk, but you are right that it will have to be removed as we cannot afford to keep refilling the dispenser. Please could this be put on our Parish council Facebook Page, and maybe the Colne

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Times notified, as I feel we must publicise how inconsiderate these bulk users are, and how by their actions the dispenser has to be removed!! Clerk response – yes I can publicise this and note that Foulridge are also having the same issues.

Cllr MacDonald has reported some potholes. They are W516483 – Keighley Road where it floods. This has been assessed and work will be undertaken. W516735 – Coal Pit Lane near to Cemetery House. She is also walking the footpaths in Trawden and reporting any issues she comes across. Outcomes will be reported back once received.

## Finance

### Trawden in Bloom

#### Parish Council

£99.96 + VAT for a new office printer

£300 office rent to the Clerk for home office as agreed at the budget meeting

£30 to Leo Brightley for cleaning of the Victorian Toilet

£2588.40 to Pendle Borough Council for the Enhanced Countryside service option

(footpaths)

£592.50 for Lengthsman completed hours in August

£320 for the grass cutting contract

The Clerk has accrued 30 additional hours over recent months. Cllr Hodgson proposes that these hours should be paid. Do Councillors agree with this?

In the agreed 2020/21 budget, Councillors agreed to fund a new laptop for the Clerk. The one currently being used is nearly 4 years old and is getting temperamental. I have been loaned a brand new Lenovo laptop which already has Windows 10 and the Microsoft packages loaded onto it. It should be £430, but we have been offered a discount of £15. If I feel that this is suitable, will Councillors approve purchase?

Cllrs D&C Storey – approve all payments including the payment of additional hours. Go ahead with the new laptop purchase. Again, in order for Adele to be able to carry out her duties.

Cllr Beswick – Agree to payments and yes to new laptop.

Cllr Reyner – thank you for your valued contributions on our behalf and in particular the interests of the local community.

Cllr Hodgson – approve all payments.

Cllr Robinson - Certainly. You should not be expected to work for nothing. Computers and computer software need to be updated regularly. I agree to the purchase.

Cllr Macdonald: Agreement of all

Cllr Crompton - Finances all approved and yes to paying the Clerks extra 30 additional hours, and please add thank you very much to Adele, who is doing an amazing job, especially in these difficult, uncertain times! Yes, I totally agree this is an excellent and necessary purchase of this new laptop for our clerk

## Planning

Consultation on a proposed public path order: Proposed Diversion of Part of Footpath Trawden 188 at Parson Lee Farm, Wycoller Road, Trawden, Pendle Borough. Attached is the consultation on diverting a footpath at Parson Lee Farm. It currently runs through a building. Comments by Monday 14<sup>th</sup> September please.

Cllr Beswick - agree, providing it is a short diversion on similar ground.

Cllr Cockburn-Price - I am perfectly happy with the footpath diversion there.

Cllr Whipp – looks OK to me.

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Cllr Reyner – no problem with this.

Cllr Hodgson – I have no issues with this. The diversion is the best option.

Cllr Robinson - A footpath which runs through a building needs to amended!

Cllr Macdonald: comments in separate email to follow

APPLICATION: 20/0501/HHO. PROPOSAL: Full: Erection of a two storey side extension. AT: Cottage Alderhurst Head Farm Hollin Hall. FOR: Mr Simon Shuttleworth

Comments sent: The Parish Council do not have any objections to the proposed extension, but whilst the extension roof isn't following the line of the house, it does follow the line of the existing porch, which will remain. It is not dominating the landscape and would be hidden by the surrounding buildings and trees. It is being built on the footprint of existing decking.

Parking is not affected. We are concerned however re the windows that go the full height (and beyond) of the building. They are not in keeping with a building of this style (although the ground floor matches the existing garden room doors) nor is the grey fibreglass roof.

APPLICATION: 20/0507/HHO. PROPOSAL: Full: Erection of a single storey rear extension. AT: 35 Lane Top Winewall Colne. FOR: Mr M. Pashley

Comments sent: The Parish Council do not have any objections to the proposed extension, It appears to be hidden on most sides by existing walling and the Councillors feel that it will have no detrimental effect on the surrounding area.

#### Other News.

A big thank you to Cllr MacDonald for her support with queries regarding CCTV whilst I was on leave and looking after the Facebook page.

Cllr Crompton - Finally thanks to Cllr. MacDonald For all her hard work whilst our Clerk was on leave !!

The pay increase for NJC workers has finally been agreed at 2.75%. This will be backdated to 1<sup>st</sup> April 2020 and paid at the end of September.

Cllr Macdonald: Good news – at last. Could you please distribute the job description/contract to all councillors for their 'authorisation'. Clerk response – yes, I have now done this. Thank you

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