



TRAWDEN FOREST
PARISH COUNCIL

**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 17th May 2021, at 7.00pm
at Trawden Forest Community Centre**

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

1. To receive Apologies
2. To consider and approve the Minutes of the meeting held on 12th April 2021 (enclosed)
3. To receive Declaration of Interest
Members are to be reminded of the requirements of the member Code of Conduct concerning the declaration of interests
4. County Councillors Report - for information only
Lancashire County Council have inspected the junction of Winewall Lane and Cotton Tree Lane and raised an order for the road markings to be refreshed.
They are aware of the sunken manhole cover at Trawden Road and a Section 81 has been raised for the utility company to investigate and repair in due course.
With reference to vehicles parking within the central double white line system on Cotton Tree Lane, this is an offence which the police enforce and therefore I would recommend instances are reported to the police their non-emergency number 101. Traffic officers for the area will also raise this concern at the next Pendle District Traffic Liaison Meeting with the police representative.
5. Borough Councillors Update - for information only **(10 minutes)**
6. Community Centre Trustees Update – for information only
7. To adjourn the meeting for public participation for their Issues – 5 minutes per item. This meeting will be a physical meeting, but members of the public are not permitted to attend. If you would like to attend via Zoom, please contact the Clerk before 12 noon on the day of the meeting.

Members of the public may make representation during this period and raise issues of local concern, however, please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda for the meeting. Such items may be considered for a future meeting. A member of the public is defined as a person, other than Parish Council members or officials.

Chairman to reconvene the meeting

8. **Parish Council Vacancy for Winewall, Wycoller and Cotton Tree** (15 minutes)
There have been 2 applicants for the current vacancy in the area. Councillors to consider the 2 applications and, if they feel there is a suitable candidate, then they should co-opt the best one.
9. **Lengthsman.** (6 minutes)
Clerk to report on the Lengthsman's tasks completed for the previous month, and ask Councillors to consider any tasks that should be added to his schedule for the upcoming month.
10. **Trawden in Bloom.** (5 minutes)
Councillor Robinson to report on the work carried out by the Trawden in Bloom team.
Councillor Robinson has asked the Clerk to cost up some small wooden signs to place in the containers.
The new barrels have been purchased and are being filled.
11. **Allotments and Garages.** (6 minutes)
To note any issues Councillor Storey reports regarding Allotments and Garages.
Email received from an allotment tenant regarding verbal harassment from a tenant of Cotton Tree Lane. See enclosed.
Query regarding potential rental of one of the spaces at the parking area at Skipton Road. Terms and Conditions sent – waiting response.
12. **Ball Grove Park.** (10 minutes)
The working group met with the owner of the White House and representatives from Pendle Borough Council to try and agree how to progress with the issue of the barrier. Pendle Borough Council to cost up the knee rail fencing and drop-down bollards which will potentially run across the road to the left of the playground, and along with grassed and concrete area to the right-hand side of the playground to stop people parking on this land. This fencing is also proposed to be installed between the end of the playground and the trees to stop vehicles driving on the grass. The Clerk has emailed the Solicitor to see who should be responsible for drawing up an agreement to state that any issues with parking along the access road to the properties would be the responsibility of the properties, and not of the Parish Council. There are also queries with regards to the repair of the road. It has been proposed that there be a 3 way split for any maintenance costs of the road. The Clerk has asked the Solicitor whether it would be wise to enter into such an agreement when Pendle Council are advising that they have no liability for maintenance.
13. **Map of interesting places.** (5 minutes)
Cllr MacDonald and the Clerk have given details to the interested person who advises that the requirements of the Council are within her remit. A cost for the project has been requested. It will be a document that can be printed or viewed via the website.
14. **Colne Area Committee – for information only** (5 minutes)
15. **Friends of Trawden Playground** (10 minutes)
The Clerk has written to the group to advise that the Parish Council grant them permission to upgrade the existing playground equipment, but the Council have final approval of the plans.
16. **Swim Passes.** (4 minutes)
The Clerk has spoken to school regarding reimbursement of swimming receipts for pupils during their school holidays. School agree that reimbursement should be by bank transfer and this will be communicated through the newsletter.

- 17. Dog Fouling Issues (5 minutes)**
As reported at the last meeting, more complaints are being received regarding dog fouling. Cllr Crompton to update Councillors on any progress made regarding a poster for display in Parish Council notice boards and to be offered to holiday accommodation.
- 18. New Notice Board outside Community Centre. (3 minutes)**
The Clerk has purchased the new notice board and it has been erected in the bus shelter outside of the Community Centre. The old one has been removed and is being used at the Allotment Site.
- 19. New Office Space (10 minutes)**
Cllr Hodgson and the Clerk have met with representatives from the Community Centre Trustees who advise that they have received enquiries for hiring the lounge during the day. This means that the Parish Council need to find an alternative to use as an office. It has been suggested that the Trustees purchase an office portacabin that would be erected to the rear of the Library, for use by the Parish Council. Councillors to consider the proposal.
- 20. Trawden Tram Tracks (10 minutes)**
A resident has been into the Office to see the Clerk with regards to the section of rail at the top of the tram tracks, and the general state of repair at the top section where the cobbles have sunk. He is aware of a couple of incidents where vehicles have been damaged by the rail. He feels that the setts are getting worse. There is, in particular, an area that has been dug up in the past, but has not been repaired very well. Councillors to consider carrying out remedial works following an inspection report and costs of repairs required. There is a covenant in the transfer deeds that states that the properties who use the tracks to access their properties are liable for some of the repair costs. Inchmarlo is apparently excluded from this.
- 21. Tree Spirals on Land adjacent to Ball Grove (3 minutes)**
The Clerk has located the owner of the land and has spoken directly with her. She was unaware of the issue with the broken tree spirals but will make a continued, ongoing effort to remove these. Due to the size of the area, it may take some time, but she wants to assure everyone that, now this is on her radar, she will make the improvements required.
- 22. To consider Planning Application:**
- 21/0364/HHO** – Chelsea Rose Bungalow, Back Lane, Trawden. Demolition of single storey side extension and erection of single storey side extension.
- 21/0228/CND – 31 Hollin Hall, Trawden. Partial discharge of conditions.
Comments already submitted : The Parish Councillors have no objections to this proposal
- 21/0219/HHO 17 Wellhead, Winewall. Erection of a single storey extension to the rear.
Comments already submitted : The Parish Councillors have no objections to this proposal.
- 21/0257/HHO – Stone House, Dean Street, Trawden. Erection of two storey side extension.
Comments already submitted : The Parish Councillors have no objections to this proposal, although with the property being quite new, they would have expected wooden doors and windows.
- 21/0240/FUL – Prospect Barn, Colne Road, Trawden. Demolition of existing porch and erection of single storey extension to west elevation and attached canopy.
Comments already submitted : The Parish Councillors have no objections to this proposal
- 21/0260/HHO) – 6 Foulds Road, Trawden. Erection of single storey side extension.
Comments already submitted : The Parish Councillors have no objections to this proposal.

21/0287/HHO – 11 Rye Croft, Trawden. Erection of a detached garaged.
Comments already submitted : The Parish Council support this application.

21/0312/VAAR – Removal of condition regarding affordable housing at Black Carr Mill.
Comments already submitted - Whilst we do feel for the developer, as this has been a problematic site, the Parish Council cannot support this. It is stipulated in our Neighbourhood Plan that affordable housing should be included in developments, and we therefore cannot support this proposal.

23. **Correspondence** – to consider and resolve to take action on the attached correspondence.

24. **Finance** - To approve, or otherwise the following payments:

Lengthsman's hours	£487.50
Trawden Furniture for new barrels purchased (grant money received for this project).	£165
Andrew Crawshaw for the repairs to the new bench at the Millennium Garden. (Barnfield Construction to fund this)	£75
Andrew Crawshaw for the new steps at the end of Lambeth Street and repair of steps to Ball Grove Drive (grant money received for this project).	£300
Andrew Crawshaw for the erection of new posts and gate at the top of Cotton Tree Tram Tracks (grant money received for this project).	£300
Andrew Crawshaw for grass cutting contract	£160
Any additional hours for the Clerk.	
Councillors to consider a donation to Pendle Dogs in Need which is the chosen charity by Cllr Reyner's family.	

Members to note that the receipts have been received for the grant given to Trawden Bowling Club. They have also made a notice board and displayed the contact information for the club. Thank you also received.

All outstanding invoices for garages, allotments and sponsorship have been chased.

25. **Councillors Issues** - To bring to the attention of the Parish Clerk any outstanding issues requiring attention. The Clerk should then pass these onto the relevant authority for action, or add to the agenda for the next meeting.

Councillors to note that the Tree Preservation Order for the tree to the rear of Cotton Tree Lane has been sealed by Pendle Borough Council and the Clerk has received a copy.
Trawden Forest Parish Council is now a fully paid-up member of the National Association of Local Councils.

Next meeting on 7th June 2021. Commencing at **7.00pm**.