



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 4th April 2022, at 7pm
at Trawden Forest Community Centre**

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

1. **To approve Apologies**
2. **To consider and approve the Minutes** of the meeting held on 7th March 2022 (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 (5 minutes)**
 - Any progress on remedial works to the wall at Gladstone Terrace?
 - Councillors to consider the attached response from Lancashire County Council regarding the parking issues on Hollin Hall.
 - Councillors to advise the Clerk of any issues that need raising with the County Councillors prior to the meeting.
5. **Borough Councillors Update - for information only (8 minutes)**
 - Cllr S Cockburn-Price to update the Parish Council on the current situation.
 - Councillors to advise the Clerk of any issues that need raising with the Borough Councillor prior to the meeting.
 - Cllr S Cockburn Price to update the Parish Council on the parking issues at Cotton Tree.
6. **Purchase of Speed Indicator Devices (5 minutes)**
The Clerk has queried the LTN13 from National Association of Local Councils to ask whether the new remit includes speed indicator devices that collect data only. Councillors to consider the attached response.
7. **Colne Area Committee – for information only (5 minutes)**
8. **Community Centre Trustees Update – for information only.**
9. **To adjourn the meeting for public participation for their Issues – 5 minutes per item.** Members of the public are permitted to attend. If you would like to attend, please contact the Clerk before 12 noon on the day of the meeting. If you have not pre-booked with the Clerk, you may not be permitted entry due to limits on the number of people permitted in the building at any one time.

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.

- 10. Trawden in Bloom. (3 minutes)**
Trawden in Bloom Litter pick took place on 2nd April 2022.
Councillor Crompton has offered to sit, as Chair, on the Trawden in Bloom Subcommittee.
Councillors to consider the attached Terms of Reference and Volunteer Policy.
- 11. Lengthsman (5 minutes)**
The grass cutting has commenced and will be carried out in line with the issued contract.
The Lengthsman and Clerk have received their ROSPA qualification badges.
The Lengthsman reports that the grass at Wellhead is saturated and feels there may be an issue with drainage. Councillors to consider how to approach.
- 12. Allotments and Garages. (3 minutes)**
 - Councillors to consider the request from a resident of Cotton Tree Lane that tenants should only be allowed to occupy one garage. See attached correspondence.
- 13. Area at top of Tram Tracks (5 minutes)**
The request was put on social media and on the Parish Council website inviting quotes. Two enquiries received.
- 14. Potential Defibrillator at Recreation Ground and at Cockhill Club (5 minutes)**
Councillors to consider the attached costs for supplying 2 defibrillators at the above locations.
- 15. Ball Grove Park. (5 minutes)**
The correspondence to the outstanding complaint has been sent and this is now closed.
There is another complaint for the HR committee to consider in part 2 of this meeting.
- 16. Friends of Trawden Playground (5 minutes)**
 - Councillors to consider the minutes of the meeting held in January and March 2022.
- 17. Clerks update (3 minutes)**
 - Cllr MacDonald has requested a potential increase in working hours of the Clerk. Over the past year, the Clerk has worked an additional 75 hours.
 - Councillors to consider paying the Clerk for the additional 8hrs worked in March 2022.
- 18. Grot Spot Walk (5 minutes)**
This took place on 26th March. Councillors to note the attached list drawn up for follow-up.
- 19. Policies (5 minutes)**
Councillors to consider the re-adoption of the Policies required by the Parish Council as per the attached list.
- 20. Poetry Garden (3 minutes)**
Councillors to consider the suggestion that, the Parish Council invite children from Trawden School to write a Queens Platinum Jubilee themed poem for inclusion in the Poetry Garden.

- 21. Training opportunity (4 minutes)**
Councillors to consider the offer from Colne Town Council, who have spaces available on a 3 day, Quallsafe certified, First Aid Course from Monday 11th July 2022. Cost is £125 per person.
- 22. Road to the rear of Cotton Tree Lane (3 minutes)**
Councillors to consider the repair of potholes to the rear of Cotton Tree Lane on Parish Council owned land.
- 23. Tram Track Access (5 minutes)**
Councillors to consider the attached letter received from our Solicitor from Mr & Mrs Harper with reference to access to their holiday let building plot.
- 24. Planning Applications:**
- Councillors to consider the Terms of Reference for the Planning Committee, and whether they should be approved.
 - Councillors to note the report attached regarding training attended by councillor MacDonald.
- 25. Correspondence**
Councillors to consider the invitation to attend the service at Blackburn for the Queens Platinum Jubilee.

26. Finance

To approve, or otherwise the following payments:

Lengthsman Hours	£195
Some of grass cutting contract	£80
LALC Subscription	£512.73
Clerks additional hours x 8hrs	
Clerks Expenses	£7.47

Next meeting 9th May 2022 which includes the Annual Parish Meeting and the Annual Parish Council Meeting. Commencing at **6.30pm**.

The Part 2 of this meeting excludes any public, press or others in attendance at the meeting