



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 7th March 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 February 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)**
 - Query on ownership of Gladstone Terrace wall and the responsibilities.
 - 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 and Cllr Hodgson will attend the meeting at 5pm on Tuesday 8th March 2022 at Colne Town Hall.
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)**
Councillor Robinson confirmed that Trawden in Bloom will arrange the litter pick for the Great British Spring Clean. Details to follow once organised.
- 11. Lengthsman (4 minutes)**
The Contract for the Lengthsman and Grass Cutting is due to be renewed on 1st April. Councillors to consider the attached document and advise whether it should be re-issued or whether any amendments are required. The Lengthsman is happy to re-contract to the Council.
- 12. Allotments and Garages. (7 minutes)**
• Nick Elliot presents to the Parish Council, the attached, proposed Constitution for a new Allotment Association.
- 13. Area at top of Tram Tracks (5 minutes)**
The request was put on social media and on the Parish Council website inviting quotes. No response received.
- 14. Ball Grove Park. (5 minutes)**
• I NEED TO BUY THE TREES
• Councillors to consider the attached minutes from the friends of Ball Grove meeting.
- 15. Friends of Trawden Playground (5 minutes)**
• 3 quotes have been received by the group. There was a meeting on 1st March 2022 with one of the companies who have designed the space.
• Response received from the group regarding the use of the Summer House at the Peace Garden. See attached.
- 16. Clerks update (3 minutes)**
• The Clerk has accumulated 10.25 additional hours during the last month and £13.05 in travel expenses during the last month. Councillors to consider payment for these.
• The Clerk and Lengthsman attended the ROSPA Operational Playground Inspection course and have successfully completed the course. They await their certificates and badges.
• The Clerk still has 19.35hrs of annual leave to take before the end of March. Councillors to consider payment for these, or any other suggestions.
- 17. Trawden Forest Leisure trust (5 minutes)**
Councillors to consider who to invite to this meeting and when it should be held.
- 18. Request from Lancashire County Council (3 minutes)**
Councillors to consider the attached request from Lancashire County Council, who are asking for items to be included on an equipment list. See attached documents.
- 19. Grot Spot Walk (5 minutes)**
Councillors to decide when the next Grot Spot walk will take place.
- 20. Policies (5 minutes)**
Councillors to consider the adoption of the Policies required by the Parish Council as per the attached list.

21. Planning Applications:

Councillors to consider the Terms of Reference for the Planning Committee, and whether they should be approved.

APPLICATION: 22/0086/HHO PROPOSAL: Full: Demolition of conservatory, erection of two storey rear extension and loft conversion (Re-Submission). AT: Hollin Hall Barn Hollin Hall Trawden

APPLICATION: 21/0996/FUL PROPOSAL: Full: Change of use from an agricultural barn to a dwelling. AT: Seg Hole Farm Hollin Hall Trawden

APPLICATION: 21/0997/LBC PROPOSAL: Listed Building Consent: Change of use from an agricultural barn to a dwelling. AT: Seg Hole Farm Hollin Hall Trawden

APPLICATION: 22/0052/FUL PROPOSAL: Full: Demolition of former poultry sheds, removal of silo feed hoppers and erection of agricultural building (For storage of equipment) measuring 15m x 10m x 5.2m in height (To ridge). AT: Hilldene Rock Lane Keighley Road.

APPLICATION: 22/0067/HHO PROPOSAL: Full: Erection of single storey glazed extension to rear (South East) elevation and replacement of all windows and doors. AT: Stable Cottage Far Wanless Farm Hollin Hall

22. Correspondence

Councillors to consider the email received from the owners of Parson Lee Farm regarding advance warning of a function.

23. Finance

To approve, or otherwise the following payments:

Lengthsman Hours x 15.5	£232.50
Clerks additional hours x 10.25	
Clerks Expenses	£13.05

Next meeting 4th April 2022. Commencing at **7.00pm**.