



**Members of the Council are summoned to the
Parish Council meeting to be held on Monday 4th July 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 6th June 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)**
 - The wall at Gladstone Terrace is not owned by either Lancashire County, or Pendle Borough Council. Neil Watson arranged inspection to see if it is a concern.
 - 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 (5 minutes)**
 - Cllr S Cockburn-Price to update the Parish Council on the current events.
 - Councillors to advise the Clerk of any issues that need raising with the Borough Councillor prior to the meeting.
6. **Colne Area Committee – for information only (5 minutes)**
7. **Community Centre Trustees Update – for information only.**
8. **To adjourn the meeting for public participation for their Issues – 5 minutes per item.** Members of the public are permitted to attend.
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.
9. **Trawden in Bloom. (8 minutes)**
 - The new planters for Skipton Road will be installed after 12th July 2022.
 - Councillors to consider a request from the group that, if the NWIB judges are to be in the village at lunchtime, the Parish Council will supply lunch for them.

- Councillors to consider approving the attached Risk Assessment for all locations worked on, by Trawden in Bloom.
- In order to comply with the Risk Assessment, the group need another small step ladder. Councillors to consider the attached proposal and decide whether to purchase.
- Councillors to consider the request from Bev Robinson to remove the Summer House from the Peace Garden, due to continued vandalism, and replace with a bench.
- A replacement Councillor is required to replace Cllr Crompton, on this group, in order for Trawden in Bloom to continue as per the Terms of Reference. Councillors to decide who this will be.

10. Lengthsman

The Lengthsman is investigating the repairs to the roundabout at Lanehouse Lane Playground and will report back.

11. Allotments and Garages.

(8 minutes)

- Cllr D Storey to advise whether the asbestos garage has been removed. If it has not been removed, Councillors to consider the proposals from the last meeting, for the council to remove the structure and invoice the owner for its removal. The owner was given to the end of June to remove, or, at a cost of £1050 + VAT, the Parish Council will remove and invoice the owner.
- Nick Elliot to verbally update the Parish Council in the progress of the Allotment Association.

12. Map of Interesting Places

(3 minutes)

The Clerk has requested updates on this project, for several months to no avail. Councillors to decide whether we pursue or whether the plotting of our Heritage Assets on the Growth Lancashire Map will suffice.

13. Lanehouse Lane Playground

(10 minutes)

- Councillors to consider the attached proposals from the Friends of Trawden Playground Group regarding the quotes received for the various options that they have been pursuing. Councillors to decide, or otherwise, on one proposal and put this out to public consultation.
- Councillors to decide on the course of action on a report from a resident that the fencing to the top of the playground needs attention. Children are pulling the fence away from the wall in order to access nearby gardens to retrieve their ball.
- Councillors to note that the Clerk has sent out 3 letters to parents of children identified, for causing the above damage.
- The Clerk has been notified of an excessive amount of bird fouling on the playground swings. Councillors to consider the request, by the Clerk, for her to investigate some bird deterrent measures and report back at the next meeting.

14. Clerks update

(3 minutes)

The Clerk has accrued 5hrs in additional working hours. Councillors to consider paying the Clerk for this.

15. Grot Spot Walk

(5 minutes)

- The Wycoller Grot Spot took place on Saturday 11th June. Councillors to consider actions required on the attached report.

16. Policies

(5 minutes)

Councillors to consider approval of the Publication Scheme and Expenses Policies.

17. Road to the rear of Cotton Tree Lane

(3 minutes)

Cllr's Hodgson and D Storey to update members on the progress.

18. Tram Track Access

(5 minutes)

Councillors to consider the attached proposed Licence for the holiday let access via the Tram Tracks and the response required to the Solicitor.

19. Better Working between Lancashire County Council and Parish Councils

(3 minutes)

Councillors to consider adopting the attached proposals from LCC regarding better working between authorities.

20. Consideration of Councillors to replace Chairperson

(5 minutes)

Councillors to consider who will, potentially be, the new Chairperson following the announcement at the Annual Parish Council Meeting, that Cllr Hodgson would like to step down from Chair, this year.

21. Ball Grove

(4 minutes)

- Trevor Dawson has done an appraisal on the building. This will be sent to all Councillors once received.
- Councillors to agree to, or otherwise the proposal from Pendle Borough Council regarding 2 areas where they would like to mow less often, as per attached.

22. Recreation Ground

(3 minutes)

The Clerk has requested contact details from user groups of the Recreation Ground so a meeting can be called with a view to creating a Management Committee. Councillors to consider who, from the Parish Council, will also attend this meeting.

23. Parking problems at the entrance to Ball Grove, and around this area

(3 minutes)

Cllr Mike Goulthorp is making an appointment with relevant bodies to establish the problems.

24. Dog Gloves

(3 minutes)

The Parish Council has now used the stocks of dog gloves for the dispenser near to Trawden School. Councillors to consider purchasing these, in smaller quantities, as per the attached.

25. Remembrance Day

Councillors are to note that the Road Closure Notice, and associated documents have been submitted and approved by Pendle Borough Council and Lancashire County Council.

26. Parking along Hollin Hall

(5 minutes)

The Clerk is aware that there have been issues with double parking along Hollin Hall again, over the weekend, where the road was blocked. Councillors to consider again, whether anything can be done to alleviate this issue.

27. Planning Applications: None

28. Correspondence

- Councillors to consider the attached correspondence from a resident regarding the Green at Well Head, and to decide on the best course of action to deal with the issues raised.
- Councillors to note the thank you card received from Trawden in Bloom for their visit to Dent House.

29. Finance

To approve, or otherwise the following payments:

Lengthsman Hours	£682.50
Grass cutting contract	£320
Clerks additional hours x5	
Mandeleigh Plants	£30.25
Hey Farm Plants	£33.97
Re-registration with the Information Commissioners Office - CCTV	£40
Marlyn Engineering – Planter Brackets	£48
SLCC Extension to Clerks CiLCA Course	£50

- Councillors to note that a response has been received from the Finance Department at Pendle Borough Council, who advise that the Parish Council will receive 100% of the precept requested, over the quarterly payments as advised.
- The Clerk submits the attached, quarterly budget situation. Councillors to give any feedback required to the Clerk. Councillor Watts has approved the quarterly inspection of the accounts, as per the Financial Regulations.

Do Councillors require a meeting in August, as per the provisional one booked for 1st August?

Commencing at **7.00pm**