



Minutes of the Meeting held on Monday 12th May 2025

Present

Clerk Adele Waddington

Councillor Jonathan Wiggins

Councillor David Barritt

Chairman Barry Hodgson

Councillor Andrea Beswick

Councillor Lester Spencer

Councillor Mark Watts

Also in attendance: Borough Councillor Sarah Cockburn-Price, Adrian Foulkes

Apologies accepted from: Councillor Philippa Osborne, Councillor Ann Holmes, Councillor Eleanor Jolley

Minutes - It was resolved that the Minutes of the Meeting held on the 7th April 2025 be signed by the Chairman as a true and accurate record.

Declaration of Interest – None

Co-option of new Councillor

It was resolved that Adrian Foulkes be co-opted onto the Council for the vacant seat for the Cotton Tree, Winewall and Wycoller ward of the Parish.

County Councillors Report – Neither of the new County Councillors attended the meeting.

Borough Councillors Update/ Colne and District Committee

It was resolved that the Clerk would write to the two new County Councillors detailing the outstanding issues for our Parish. The Aisled Barn at Wycoller, waiting restrictions/double yellow lines in Trawden and the proposed introduction of a 20mph zone.

Cllr S Cockburn-Price advised that she attended a tour of the allotment site with Trawden School and learned a lot. She was very grateful to Nick from the Allotment Association, for his time to show them around.

Cllr S Cockburn-Price reported on the Pendle Local Plan and it is being examined soon. She will attend.

Community Centre Trustees update

Councillors noted the report sent by the Chair of Trustees which included that there is no confirmed date for the installation of the fuel store but it will be early June; The library checking in and out system is in use but it is encountered some teething problems so it is not yet fully operational; A BBC film crew will be visiting sometime soon (date to be confirmed) to put together a piece to be broadcast in volunteer week (1-7 June). It will include an interview with a volunteer about the impact on their life; March was an exceptional month for the shop, with 400 more customers than the best month ever and that there have recently been some problems with anti-social behaviour. Initially this affected the shop and a social media post appealing to parents for their support has appeared to help. Unfortunately, there have been some incidents outside, which has led to damage to the community centre. The offenders have been caught on CCTV and the support of the PCSO has been requested. Cllr S Cockburn-Price asked the Clerk to remind the Trustees that information can be shared with her, Colne Youth Action Group and the police to refer them to the Youth Referral Panel.

Residents Issues – 5 residents attended the meeting to raise their concerns over the proposed double extension at 1 Sydney Terrace. Cllr Hodgson urged each person to write their objections to Pendle Borough Council, and Cllr S Cockburn-Price will request that it is 'called-in' to the Colne and District Committee meeting, where the residents should attend.

01/2025

Trawden in Bloom

- It was resolved that the Clerk will purchase 38 bags of Sylvagrow 100% organic compost for the group and have it delivered to Cllr Spencer's business. He will then liaise with the group and arrange delivery to their allotment.
- It was resolved that the Clerk will write to the organiser of the group and outline that the village is looking great and their efforts have lifted the feeling of the parish. It looks loved and well cared for and the social aspect of this group also has great benefits for its members.

Ball Grove

- It was resolved that Northern Forestry and Arb would be contracted to carry out the necessary tree works, as identified by Bowland Tree Consultants.
- The Clerk confirmed that permission for the works to be carried out has been granted by Pendle Borough Council, following her application.
- The information for the over-stickers for signage at Ball Grove needs collating by Cllr Jolley. Once this has been done, the Clerk should request a quote.
- Councillors noted that the Clerk has requested that the Chair of Friends of Ball Grove mark a map of where the trees from the applied for community tree pack are to be planted.
- It was resolved that the Clerk will ask the angling group if they are prepared to contribute 50% of the cost of drawing up a new lease for the lake. The quote is for £800-£2000, or whether they have a solicitor, as part of their group, who could do this.
- It was resolved that the Clerk would respond to the letter received from the resident of Ball Grove stating that the Council stands by the last letter and is offering a dedicated rented parking space, on the hard standing area to the side of the property, annually, for a cost of £10/yr. A map would be supplied upon agreement.
- It was resolved that the meeting for the decision on a design for the building would take place on 14th June 2025 at 10am. The Clerk to check this date with the designer and amend if necessary.
- Cllr Hodgson will meet with the volunteer who opens and locks the car park gate to look at a solution for keeping the top barrier locked.
- It was resolved that the Clerk will raise a purchase order for £650 for cost of repairs to the safety surfacing under the zip wire.

Land at Trawden Road - Councillors noted that the Clerk awaits the layout plan from Cllr Watts before submitting the pre-planning application for the site. Cllr Watts will ensure this is completed as soon as possible.

War Memorial/VE Day

- Cllr Hodgson thanked Cllr Osborne and Cllr Spencer for helping the Clerk with the VE Day celebration. He thanked the Clerk for organising this and for arranging for Craig Smith and Leon Ashworth to assist.
- Councillors noted the thanks to Cllr Spencer for cleaning the War Memorial.
- Councillors noted that the plaque is scheduled to be cleaned, by the professionals, w/c 28/5/25.

Garage Site Inspection - It was resolved that this would be added to the September agenda with a view to purchasing some stone for the potholes in the back street and the raised manhole cover near to 105 Cotton Tree Lane.

Policy Review - It was resolved that the policies on Financial Regulations, Risk Management and IT be adopted and published on the website.

Grot Spot Walk - It was resolved that this would take place at the same time as the meeting regarding the design for the building at Ball Grove, as this is the area to be inspected.

Garden Festival Scarecrow Sponsorship - It was resolved that the Parish Council would sponsor a scarecrow for the festival at a cost of £30.

Planning Applications – The Planning Committee have responded to the following application and Councillors approved the comments: **Application 25/0191/HHO** 1 Sydney Terrace Trawden Lancashire BB8 8RH Full: Erection of a two-storey side extension with decking area to front and the erection of a detached store to the rear. **Response:** Councillors have no objection to this extension, and feel that, as part of the Conservation Area, the materials used should match those used on the original terrace, namely natural stone and real slate and the roof lights should be heritage roof lights.

The extension should be subordinate under Pendle SPD and should be set back 1 metre from the front of the original terrace. The plans show a marginal set back of 400mm.

The plans add a bedroom, moving it from two to three. It is potentially taking away a parking space with the shed. There are already parking issues in this area and this extension could exacerbate this with the potential removal of any current parking spaces.

There are concerns that digging into this banking could result in landslip so this would need to be taken into consideration at the time of the build.

Correspondence - none

Councillors noted the items below:

- **Office printer** - The new printer has been delivered and installed.
- **Defibrillator at Ball Grove** – The defibrillator at Ball Grove has been installed.
- **Mole issue at Ball Grove** –The Clerk has raised the Purchase order for the works required to remove moles at Ball Grove.
- **Dangerous Driving on Dean Street** –The Police have responded to the Clerk advising that the PCSO's will liaise with her and school to attend at convenient times and educate drivers.
- **Updating the Neighbourhood Plan** - Cllr Osborne and the Clerk to make an appointment with Neil from O'Neill Homer to take this project forward. Both consultants have been advised who won the contract.
- **Recreation Ground** - The queries raised at the last meeting regarding the water pipe and who will deal with bookings have been referred to Pendle Borough Council, via our Solicitor

Finance

- Councillors noted that most invoices have been paid, and the Clerk is dealing with those that remain outstanding.
- Councillors noted that the first precept payment has been received.
- Councillors to note that the annual insurance is due for renewal on 1st June 2025. Zurich, the current insurer has quoted £1764.43. Quote requested from Charity and Community Insurance and Clear Councils but the Clerk has not received a response. It was resolved that Zurich be the Parish Council insurer for the next year.
- As the Parish Council precept has been less than 5% of the Borough Councils net expenditure budget for the last 2 years, the precept should have been paid in two instalments. This was not the case in 2023/4 and 2024/5. As a result, the Borough Council have calculated that they owe us a total of £1623.46 in interest. This payment has been received.

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£20.80
Andrew Crawshaw, Lengthsman Hours	£688.50
Andrew Crawshaw – Grass Cutting Contract	£350
Andrew Crawshaw – reimbursement for weedkiller	£187.20
Lancashire Association of Local Councils annual subscription	£512.37
ACS Electrician – Installation of Defibrillator at Ball Grove	£195.80
Leo Brightley – Ball Grove Car Park Sweeping	£50
British Gas – Electricity at Ball Grove (paid DD)	£361.21
British Gas – Gas at Ball Grove (paid DD)	£87.32
Community Centre Trust – Office electricity charges March (paid)	£16.65
Community Centre Trust – Office electricity charges April (paid)	£9.19
David Barritt – reimbursement for paint for muck spreader for TiB	£31.96

PART 2

It was resolved that the Clerk respond to the Solicitor with the outstanding queries on the renewal of the café lease.

Meeting closed 9.10pm

Next meeting Monday 2nd June 2025 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

04/2025