



TRAWDEN FOREST  
PARISH COUNCIL

**Members of the Council are summoned to the  
Parish Council meeting to be held on Monday 5<sup>th</sup> July 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 7<sup>th</sup> June 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 **(10 minutes)**
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, and 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.

*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 (5 minutes)**  
Vacancy for co-option advertised on 15<sup>th</sup> June, and the cut off is 30<sup>th</sup> June 2021. One application form attached, but Councillors will be presented with any additional candidate applications before the meeting.
9. **Parish Council vacancy for Trawden (5 minutes)**  
Vacancy for co-option advertised on 15<sup>th</sup> June, and the cut off is 30<sup>th</sup> June 2021. One application form attached, but Councillors will be presented with any additional candidate applications before the meeting.

10. **Lengthsman.** (6 minutes)
- The Lengthsman has been on holiday for 10 days, but has carried out his duties as we require. The 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.
11. **Trawden in Bloom.** (15 minutes)
- Councillor Robinson to report on the work carried out by the Trawden in Bloom team.
  - 2 new containers for the wall at Skipton Road on order, 2 will be re-used.
12. **Allotments and Garages.** (15 minutes)
- To note any issues Councillors D&C Storey reports regarding Allotments and Garages.
  - Note to councillors that the garage swap will not take place. 1 garage has been sold and the new tenant has returned their tenancy agreement.
13. **Ball Grove Park.** (10 minutes)
- Philip Mousdale at Pendle Borough council has proposed that the large gate and pedestrian gate after the turn off for Spring Grove Barn, the short fencing and bollards between the car park and the play area and the fencing on the small patch of land across the river shall be paid for by them. Councillors to consider whether Pendle Borough council should carry out these works, or whether the Parish council requests the funds from them and finds a contractor to carry out the works.
- Philip to also write a report to the Colne and District Committee to inform all area Councillors of the proposals.
14. **Map of interesting places.** (5 minutes)
- Cost received of £600 for this project. Quote attached.
15. **Colne Area Committee – for information only** (5 minutes)
16. **Friends of Trawden Playground** (10 minutes)
- Judy Yacoub to attend the meeting to talk about fund raising for the project. The link for the picnic benches that the group would like to purchase is [Recycled Plastic Multicoloured Junior Picnic Table \(kedel.co.uk\)](http://Recycled Plastic Multicoloured Junior Picnic Table (kedel.co.uk))
- Sam Eastell to attend the meeting to give an update.
- The Clerk has contacted the FOTP committee member who advised that Thorn Security would be in touch, to advise she has not heard anything from them yet. Waiting contact in order to invite them to a meeting.
17. **Swim Passes.** (4 minutes)
- One receipt received and refunded. The children and parent were very grateful to the Parish Council for funding this. This will be promoted again before the next school holidays.
18. **Dog Fouling Issues** (5 minutes)
- Councillors to consider which of the amended posters is approved for print.
19. **New Office Space** (10 minutes)
- The Trustees are to request a site visit and speak to someone to have plans drawn up for the introduction of the new office structure.
- The Community Centre staff are carrying out more cleaning due to COVID and have asked the Parish Council for a contribution towards the cleaning costs of the office. Councillors to consider how much to pay in addition to the office rent.

- 20. Trawden Tram Tracks (10 minutes)**  
The land registry for the area has been sent to the Solicitor to try and find out whether the residents are responsible for 25% of the cost per property or 25% collectively. The Solicitor has also been asked whether it is possible for her to identify the properties that are responsible for contributing to the cost of repairs.
- 21. Tree Survey (5 minutes)**  
3 tree survey companies have been contacted. Two quotes attached.
- 22. Bench on Tram Tracks (5 minutes)**  
The Cockhill Club advise that they are willing to sponsor a bench for the Tram Tracks. The Clerk is waiting for confirmation as to whether they will purchase the bench and plaque before the Councillors agree its positioning.
- 23. Mirror on Colne Road (5minutes)**  
Cllr MacDonald and the Clerk met to discuss the best place to position a mirror on Colne Road to alleviate the view issues. A 60cm mirror would cost around £90, then there would be the cost of a post around £10. Councillors to consider the proposal of purchasing and erecting the mirror. In comparison, a 45cm mirror would cost around £40.
- 24. Planning Applications:**  
Councillors to consider and give comments on the following planning applications:  
21/0469/HHO – Demolition of existing garage and erection of a single storey side extension at 73 Skipton Road, Trawden.  
21/0511/HHO – Erection of a detached garden room at Naze End Barn, Hollin Hall, Trawden  
21/0497/HHO – Erection of a detached garage at Slack Booth House, Hollin Hall, Trawden  
21/0519/HHO – Demolition of existing timber structure, removal of part of retaining wall and boundary wall, erection of a single storey extension and double garage at 2 Pendle View, Winewall  
21/0530/FUL – Use of detached garage to use as a granny annexe at Will O th Moor, Burnley Road, Trawden
- 25. Correspondence** – to consider and resolve to take action on any attached correspondence.
- 26. Finance** – Councillors to consider the quarterly accounts as presented by the RFO. (enclosed). The Parish Champions Funding is now open for applications until March 2022.

To approve, or otherwise the following payments:

Lengthsman's hours	TBA
Andrew Crawshaw for grass cutting contract	TBA
CCTV Data Protection Fee	£40

- 27. Councillors Issues –**  
Councillors to consider sending a letter to the 'Trawden Arms – more than a pub' team for their immense efforts in securing funds to purchase the pub.  
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.

Next meeting on 6<sup>th</sup> September 2021. Commencing at **7.00pm**.