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**Briercliffe with Extwistle Parish Council**

**Thursday July 11th 2024 7.30pm**

**Present:** Councillors Gordon Lishman, (Chair), Roger Frost, Michael Greenwood, , Pippa Lishman, John Marlow, Michael McFarlane,

**In Attendance:** Borough Councillor A Kelly, R Greenwood (Temp Clerk)

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| The Chair opened the Meeting and welcomed all to the meeting. | | | |
|  | **Actions by Clerk** | **Cllr Support** | |
| **23/24/130 Announcements** | | | |
| All were informed that the meeting would be recorded for training and monitoring purposes |  |  | |
| **23/24/131 Apologies for absence** | | | |
| Cllrs Balmer, Sagar and Lalor gave their apologies and reasons for absence. C Cllr C Townley and PCSO Jody Hudson gave their apologies. These were accepted. |  |  | |
| **23/24/132 Disclosable Pecuniary Interest.** | | | |
| Cllr R Frost declared an interest in Planning and the Acorn Fund  Cllr P Lishman declared a non-pecuniary interest in the Garages  Cllrs G Lishman and Frost declared a non-pecuniary interest in the Internal Auditor appointment. |  |  | |
| **23/24/133 Minutes of the last meeting** | | | |
| Amendment to 23/24/127: this should read the George VI Recreational Ground. The minutes were then signed as a true record. |  |  | |
| **23/24/134 Matters outstanding from the minutes** |  |  | |
| The football club lease had been signed and Cllr Sagar thanked for his work on this.  The sale of LCC land at the library site will be discussed under finance.  The overpayment of an allotment deposit will be dealt with by letter.  The Roggerham Gate sign and planter will be repaired by Cllr M Greenwood.  The closure of the John Halstead Charity is being managed by Cllr R Frost | Clerk | PML  MG  RF | |
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| **Reports from Working Groups** | | | |
| **23/24/135** Planning Working Group – there have been no planning applications that the Parish Council has objected too. With regards to the Solar Panel Application and the Wind Farm application the recent change in Government might mean that these applications are subject to change. The Parish Council is to write to the new MP and request that consideration is given to Burnley’s existing housing issues rather than consideration for new builds.  **23/24/136** Communication Working Group – Weebly, the Parish Council is to write to Weebly and ask them to shut down the old website. The rationale for this is as some of the information on this site is wrong, i.e., the Small Grant Applications and the Working Policies.  The new website, [www.briercliffe-pc.gov.uk](http://www.briercliffe-pc.gov.uk) will upload all the financial details as Scribe is updated and the financial income and expenditure is on each month’s published Minutes. Each Councillor will now have their own dedicated email address as will the Clerk.  The newsletter is nearly ready for publication. A spend of £402.89 was agreed for the printing of the newsletter, Proposed JM, Seconded MG, All in favour.  Cllr Greenwood left the room. A request has been made by Cllr Greenwood to advertise his business in the newsletter paying the same rate as any other resident. As there has already been a precedent of other Cllrs advertising in the newsletter this was not deemed to be a conflict of interest.  **23/24/137** Contactor Working Group. The Interim Lengthsman contract will continue until the end of the grass cutting season (September) Cllrs Lishman, Marlow and Greenwood have been undertaking some of the other Lengthsman duties in a voluntary role. The new contract for the Lengthsman will include a full job description and more duties than just the grass cutting. Advertisement for this position will be published on the notice boards and website later in the year.  **23/24/138** Allotment and Garages Working Group.   * 9 new applications for allotments / garages have been made * 2 have been allocated to plots * 1 new applicant needs a specific allotment to cater for disability and this will be allocated in due course * 3 applications are on hold at the applicant’s request * 3 applicants want pens * 2 applicants want gardens * 14 allotment tenants will get letters requesting they tidy up their plots. * 40 tenants have not paid their bills for 24/25, copy invoices will be forwarded to these tenants * 1 new tenant has signed up for a garage.   The grant application for footpaths has failed. The Parish Council will pay for the work out of the allotment account. Work is to start on the 27th and 28th July.  The allotment tenants BBQ will be on the 20th July from 2pm, a spend of £200, from the allotment account was approved. Proposed MM, Seconded RF, All in favour.  Allotment Committee: a proposal is to be put before the Parish Council detailing changes to the current policy. There will not be an election for tenants to the Committee but volunteers requested with decision by the Council. All financial decisions will be referred to the Parish Council. This item will be on the agenda for the next meeting.  With regards to complaints about allotment tenants, Councillors will speak to the tenants directly and undertake to resolve.  **23/24/139** Projects Working Group   * A family fun day is in the pipeline * There is to be a community bed race. * The Gala went well. Work regarding the license will commence for next year. * There is to be a Garden Competition, it was resolved that a budget of £200 was proposed by MG, seconded by GL and All in agreement. Anyone wishing to volunteer as a judge to contact the Parish Council. A request will be made to Borough Councillors inviting them to be judges.   **23/24/140** Policy Working Group.  Work on the policies continues, the new Financial Regulations will be approved under Finance. Work on the Risk Management, and Risk Assessment are underway  Cllr G Lishman will bring Standing Orders policy to next meeting. | Clerk  Clerk  Clerk  Clerk  Clerk  Clerk | GL  PML  MG  PML  PML  MG  JM  PML  PML  MG  PML  Project Group  RS  PML | |
| **23/24/141 Members of the Council updates and feedback.** | | | |
| Cllr MM fed back from attending a course via LALC – notes have been circulated to all other Councillors for reference.  Cllr PL - on the 20th July from 2pm. a cyclist is finishing a cycle from Grantham to Lane Bottom. arriving around 4pm. so it would be lovely to get lots of friends there to line the road into Lane Bottom. This is to raise Funds for Our Cops Charity.  Cllr PL – the litter picking group continues to meet on the 1st Sunday of each month, meeting at the allotments and targeting local grot spots.  Cllr RF – the road next to the Bowling Green, the road behind Lodge Terrace and Sutcliffe Street are to be reviewed to see if they are registered and adopted. Information will be sought from the Land Registry. Some of these roads need repair. |  | PML  RF | |
| **The meeting was adjourned to allow for Public Participation.** | | | |
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| **23/24/143 Police Written Report** | | | |  |  |
| The Police report of local crimes is attached to the Minutes and has been circulated to all Councillors. |  |  | |
| **23/24/144 Public Questions.** | | | |
| At Lane Bottom there is a boundary marker stone for Lane Bottom Mill Park with no plaque. This has been referred to the Project Working Group, to propose a name and budget. The boundary stones at Cockden, and the Allotment entrance also need plaques replacing. Local residents were thanked for their work maintaining these areas at their own expense.  There has been a report of Surveyors at the rear of McLindon Court and on Halifax Road. They were checking the road width for long vehicles but would not say the destination of these long vehicles.  Residents have voiced concerns that if the library is moved to Queen Street Mill will the village lose the Mobile Library Service. | | | |
| **23/24/145 Complaint to Burnley Borough Council regarding the website.** | | | |
| A complaint has been received by Burnley Borough Council as to why the minutes and agenda were not published on the old website. The Parish Council does not have access to this website and has developed a new website in line with best practice guidelines. |  | |  |
| **23/24/146 County Councillors Report** | | | |
| CCllr Townley is encouraging the Community Centre to move into Queen Street Mill, however prices and opening times at QSM are restrictive for a lot of the local groups. |  | |  |
| The Parish Council has considered purchasing the former library building and land including the site of the Community Centre from LCC. With due diligence, the Parish Council employed a surveyor to check out the building. The report identified major structural problems which is not fit for purpose. The Parish Council will not proceed with the purchase unless the price is reflective of the poor state of the building. Cllr G Lishman will explain the position to CCllr Towneley |  | | GL |
| **23/24/147 Borough Councillors Report** | | | |
| The Borough Councillors report is tabled below. |  | |  |
| **Formally reconvene the Parish Council Meeting** | | | |
| **23/24/148 To approve the new financial regulations** |  | |  |
| The new Financial Policy has been circulated to all members, based on NALC template. Proposed PL. Seconded MG. All in agreement. |  | |  |
| **23/24/149 Accounts of income and expenditure** |  | |  |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Expenditure | |  |  |  | £ | £ | |  |  | DD |  | Easyweb | 300.00 |  | | 31.05.24 |  | chq 1888 |  | Croner | 773.22 |  | | 10.06.24 |  | chq 1889 |  | G54 deposit allotment refund | 100.00 |  | | 12.06.24 |  | chq 1890 |  | Reissue of chq 1886 D Joss | 240.00 |  | | 12.06.24 |  | chq 1891 |  | Holland House Nursery, paid with the Biodiversity Grant | 298.80 |  | | 12.06.24 |  | chq 1892 |  | Garage 4 deposit refund. | 100.00 |  | | 11.07.24 |  | chq 1893 |  | Community Centre rent x 3 Meetings | 48.00 |  | | 11.07.24 |  | chq 1894 |  | Water Plus for allotments | 332.12 |  | | 11.07.24 |  | chq 1895 |  | David Joss interim Lengthsman | 120.00 |  | | 11.07.24 |  | chq 1896 |  | Holland House Nursery, paid with the general account | 52.50 |  | |  |  | STO |  | Steven Watson | 457.80 |  | |  |  |  |  |  |  | **2,822.44** | | Income |  |  |  |  |  |  | |  |  |  |  |  |  |  | | 03.07.24 |  | Bank Transfer | | Burnley Borough Council Admin Grant | 258.00 |  | | 31.05.24 |  | Paying in slip 265 | | Allotment Pen rent | 52.60 |  | |  |  |  |  |  |  | **310.60** | |  |  |  |  |  |  |  | |  | |  |
| **23/24/150 Internal Auditor** |  | |  |
| It was resolved that KM Accountants be appointed as the Internal Auditor. Proposed PL, Seconded GL, All in favour except Cllr RF who knows the accountant personally | Clerk | | GL |
| **23/24/151 Tarmac for the Bowling Green.** |  | |  |
| Four quotes were received for the tarmacking work at the Bowling Green. The Parish Council needs to liaise with the local residents and the Bowling Green Committee but it was resolved to accept the quote from K Morphet Surfacing at £2500 Proposed JM and Seconded MG | Clerk | |  |
| **23/24/152 Orchard Grant** |  | |  |
| The Orchard Grant process is nearly complete. It has been decided to get the trees at the end of the growing season. 24 fruit trees will be needed for this project. The Orchard will be at the bottom corner of the George VI Recreational Ground. |  | | MG |
| **23/24/153 Heritage and Environment in Briercliffe** |  | |  |
| Cllr RF proposed that Roggerham, Haggate and Thursden have no heritage information signs. There is heritage information sign for Duke Street Gardens with funding of £600 secured. Cllr RF proposed that interactive signs, using QR codes etc., be installed at Roggerham, Haggate and Thursden. It was suggested that these signs incorporated a notice board on which to publish events / agendas etc. Proposed by RF seconded by MG. All in agreement. | Clerk | | RF |
| **23/24/154 Date of future meetings.** | | | |

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| August 8th 2024  September 5th 2024  October 10th 2024  November 7th 2024  December 5th 2024  January 16th 2025  February 6th 2025  March 6th 2025  April 3rd 2025  May 8th 2025 (Annual) |

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| The meeting closed at 10.06pm |

Police Report.

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| BRIERCLIFFE AREA 1st June 2024 – 7th July 2024 | | | |
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| INCIDENTS REPORTED - 100 | | | |
|  | | |  |
| NO | TYPE OF INCIDENT | LOCATION | DETAILS |
|  | | | |
| 3 | Burglary | Cross Street  Todmorden Road Briercliffe  Harrison Street | Offender walks into house and when seen by victim walks off.  Offenders knock on at the address asking for directions, later it is discovered that items have been taken along with victims vehicle.  Allotment broken into and items taken. |
| 1 | Criminal damage | Halifax Road | Isolated incident |
| 2 | Theft | Balderstone Lane  Walshaw Lane | Suspects take items from the skip and leave a mess.  Items taken from within address believed to be isolated incident. |
| 0  2 | Vehicle crime  Theft of vehicle | Duke Street  Queen Street | Vehicle taken by unknown means.  Caravan stolen and later found in Manchester. |
| 10 | Nuisance | Nelson Road    Lydgate  Saxifield Street  Briercliffe Road  Todmorden Road  Halifax Road x2  Holgate Street  Balderstone Lane  Lydgate | Person on a motorcross bike driving at speed wearing a balaclava.  Informant believes people firing a air rifle – no trace when patrols search the area.  Male collapsed on back steps.  Antisocial vehicle parked up.  Neighbourhood issues.  Speeding vehicles  Male stumbling into the road  People throwing rubbish around in the recycling centre  Escooters being driven around the estate. |
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| Many thanks Jody Hudson PCSO 7738. | | | |

Borough Councillors Report

**Briercliffe Parish Council**

**Borough Councillors’ Report – July 2024**

1. Work being done overnight at Briercliffe Health Centre has been very noisy. Having identified the source of the problem, Cllr Maggie Lishman contacted the Health Centre manager and then the manager of the work being undertaken. Residents are now monitoring to ensure that the promised improvement happens.
2. The Borough Planning Department is still awaiting a planning application for land at rear of Lydgate, Horning Crescent and around. Any current activity should now have ceased as the Planning Department have been called out and warned the owners.
3. Cllr Maggie Lishman is setting up a meeting with the builders on land above Standen Hall and Saxifield to liaise over the new build estate where building appears likely to commence soon. Her aim in discussion with the developers is to establish a Liaison Group with residents and developers, particularly to monitor the impact of the building work and delivering materials.
4. The Councillors have requested cutting back of overgrowth by the County Council in ginnels at various sites in Briercliffe.
5. Cllr Maggie Lishman is meeting next week with Highways representatives from the County Council to discuss state of Burnley roads. Please let her know about any Briercliffe issues. It is intended to highlight the extremely poor road markings across the town as well as potholes. One is the crossroads at Haggate (again).
6. Cllr Anne Kelly reports that she has heard reports about surveyors in the fields behind McLindon Court but there is no firm information except that Extwistle Hall and land may have been sold.
7. Cllr Maggie Lishman is meeting the new Police and Crime Commissioner in two weeks’. Any issues that Briercliffe residents would like to raise please email her at address below or at [MLishman@burnley.gov.uk](mailto:MLishman@burnley.gov.uk)
8. The Councillors are monitoring a concern re parking and behaviour of some residents of the home on Church Street following issues being raised with all three Councillors.
9. Congratulations to all involved for a very successful Briercliffe Gala.