



## Briercliffe with Extwistle Parish Council

**Monday, 16<sup>th</sup> January 2017**

**Present:** Councillor Dack (in the Chair), Councillors Bailey, Frost, Hawkes, Kelly, Lishman and Sweetman.

**Others:** Stephen Hayward (Assistant Allotment Manager), PCSO Dave Johnson, S. Watson (Clerk), plus 5 residents.

### Agenda

Actions by  
Clerk

Cllr  
Support

### Parish Council Agenda

Councillor Dack opened the meeting and welcomed everyone.

#### **16/17/080 Apologies for absence**

Apologies were submitted on behalf of Councillors Royle and Vincent who were away.

#### **16/17/081 Declarations of Interest / Code of Conduct**

There were no Declarations of Interest.

#### **16/17/082 Formally adjourn the meeting to allow for public participation**

**RESOLVED: That the meeting is adjourned to allow for Public Participation.**

#### **(a) Calico Proposals Royal Court**

Calico were not in attendance, they have indicated they will be attending in February.

#### **(b) Public Questions**

No public questions were submitted in writing prior to the meeting.

Signed ..... Date 20<sup>th</sup> February 2017

**(c) Public Questions at the Chair’s discretion**

A resident advised that youths were congregating on the corner by the Turning Circle and throwing snowballs at cars, she had contacted the Police to no avail. A camera was suggested but it would need to be infrared due to the low light levels. It was noted that PCSO Johnson is back in Briercliffe and he advised he has a camouflage camera he will install in the resident’s home. An incident was reported on the 10<sup>th</sup> January but there was no evidence. The dummy car camera is to be requested from the Council and the Borough Councillors are to put pressure on Inspector Catherine Platt to attend the February meeting. Evidence is needed and it was advised that catching 2 or 3 youths usually solves the problem. A recent incident on Queen Street was resolved by the resident involved.

Cameras D Johnson  
Invite Clerk

2 residents attended who wish to reinstate the Briercliffe Gala. They requested permission from the Parish Council to use the Recreation Ground and outlined their ideas for how the gala could be a success. A music festival was suggested but would need to break even financially. Ticket sales before the event may work and a football tournament would bring in people. Sponsorship is to be sought from local businesses. LCC are to be approached about use of the Car Park for funfair rides and a possible date was the 29<sup>th</sup> July. Programme sales were suggested to bring in an upfront income. The Parish Council agreed in principle to the idea of a Gala and North West Services agreed to sponsor £250. A further plan is to be brought back to the next Parish Council Meeting.

The No Parking Sign has been sawn down leaving a dangerous spike and needs reporting.

Report sign Clerk

**(d) Police report**

PCSO Dave Johnson provided a report that is attached as appendix B. This outlines that there had been 68 incidents and 11 crimes. The Police Landrover is due its MOT in February.

PCSO Dave Johnson was thanked for his report.

**(e) County Council Report**

There was no County Council report and no update on the resident only parking zone.

**(f) Borough Council Report**

There was no update on the future of Queen Street Mill. It was suggested that the Council gets SmartWater for the stone thefts on Halifax Road and use the Lengthsman night vision camera to get vehicle registrations. Signs will also be displayed.

**RESOLVED: That the purchase of SmartWater and signs is delegated to the Clerk in consultation with the Chair and Vice-Chair dependent on costs.**

Smart Water Clerk

**16/17/083 Formally reconvene the Parish Council Meeting**

**RESOLVED: That the meeting is formally reconvened for Parish Council Business**

**16/17/084 Minutes of the last meeting**

The minutes of the last meeting held on 21<sup>st</sup> November 2016 were submitted for approval as a correct record.

**RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 21<sup>st</sup> November 2016 are approved as a correct record.**

**16/17/085 Matters outstanding from the minutes**

Paul Halstead is due back at work and will provide a copy of the Bowling Club Lease as it may be due for renewal in April.

Lease AK

**16/17/086 Clerk’s Report including Administration – for information only**

The Clerk’s Report and correspondence was circulated prior to the meeting and noted. The Chair declined the invite to the Buckingham Palace Garden Party.

**16/17/087 Updates and Reports (for information only)**

**Members of the Council**

A long list of Lengthsman jobs has been agreed as Councillor Sweetman needs a down time for personal reasons. Councillor Bailey has agreed to continue with the garages. It was noted that the orchard trees can be left in the present location as the lead levels are considered low. Trees for Burnley will replace the deceased trees and the Lengthsman is to do 2 strims and 1 prune each year. A gentleman is interested in renting or buying a piece of land and it was agreed that the land would be offered for sale at a true valuation.

Income from the calendars is not yet known as it has not been collected from the shops. 20 Jubilee Street garage has a new owner and a garage tenant has outstanding rent. A former garage tenant who now left has an old garage with asbestos and it was agreed to remove the garage with the correct procedures. A Church Street Garage is to be checked for outstanding rent. It was noted that everything is in order for a tenant being removed on 1<sup>st</sup> April. A recent allotment plot transfer went smoothly and the Parishioners Survey results were circulated and noted. The survey competition winner is to be invited to the February meeting to receive her prize. The chain, lock and key have been returned to the Assistant Allotment Manager.

Cash Prize Clerk  
Invite AK

It was agreed to get more spray to identify dog fouling problem areas and residents are to be encouraged to report problems. Dogs on the Allotments must be kept on leads and the signs are to be checked.

Spray AK

## Community Centre Update

The Community Centre are doing the yearend balance sheets and it is indicated that they are financially balanced but do need the support from the Parish Council. The Library building has been chosen as not being suitable for sale and may be demolished. If it is demolished the area could be used for a car park and the lease needs to be checked.

Lease

AK

## Website

Website statistics were available, with 82 unique visitors and 289 page views.

## Newsletter

The newsletter has been delivered, the next edition is to be delivered in March. The Newsletter Working Group is to be reformulated with Terms of Reference to the next Full Council Meeting. Councillor Frost is to source prices from alternative printers for the Working Group to consider.

TOR  
Prices

Clerk  
RF

## Calendar

The Calendar was discussed earlier.

## 16/17/088 Finance

1. Accounts to be approved for payment as per the attached Payments list. Receipts and bank balances are also included in Appendix A.

(Appendix A).

**RESOLVED: The bills outlined above are paid, the Receipts and bank balances are Noted.**

The budget monitoring report, petty cash report and bank reconciliations were circulated.

**RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted. The Petty Cash is to be returned to £100.00 with a further transfer of £69.89.**

New St. Georges Day and Armistice Day flags are to be purchased and uniform groups are to be formally invited to attend future Armistice Day events.

Flags

Clerk

## 16/17/089 2017-2018 Budget and Precept

A draft Budget Report was circulated that outlined a balanced budget for 2017-2018 and proposed a Precept of £15,000.

**RESOLVED: That the Budget is agreed and the Precept is set at £15,000.**

A grant request had been received from a resident undertaking a voluntary project abroad. The Parish Council is not able to provide grants to individuals but can provide a raffle prize to help raise funds.

**RESOLVED: That vouchers for a local Spa are provided at £50 and the Spa is to be asked to also contribute.** Vouchers AK

**16/17/090 To receive reports from Committees and consider the Recommendations**

1. *Allotments Committee*

The Allotment Committee of the 5<sup>th</sup> December was inquorate and minutes were therefore not available. A car is still on the allotments and Dave Johnson is to be asked to check ownership. It was suggested that the car is blocked in and a charge made for its removal. Ownership Clerk

2. *Planning Committee*

The Planning Committee had not met as there were no Planning Applications to consider.

3. *Finance and Strategic Planning Committee*

The Committees have not met.

**16/17/091 To receive reports from Working Groups – for information only**

1. *Planning Working Group (excluding planning applications) -*

*There was no further report*

2. *Community Involvement Working Group*

The Community Involvement Working Group has not met.

3. *Lengthsman Working Group*

The Working Group has met and agreed a list of jobs that have been circulated.

4. *Finance working group*

The Group is due to meet on the 30<sup>th</sup> January at 7:00pm at the Chair's House.

5. *Strategic Planning working group*

The Group is due to meet on the 30<sup>th</sup> January at 7:00pm at the Chair's House.

6. *Lengthsman Tender Working Group*

The Group is due to meet on the 1<sup>st</sup> February at 7:00pm at the Chair's House, it was agreed that Councillor Hawkes would be a member of the Group.

**16/17/092 Matters identified for future consideration**

The Newsletter Working Group needs to be reconvened and membership will include Councillors Bailey, Frost, Kelly and Lishman and the Clerk is to attend.

It was agreed that a review of the Clerk's salary would be undertaken.

Review

AK

**16/17/093** It is proposed that in view of the sensitive and confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

An update was provided.

**16/17/094** The next meeting of the Parish Council is due to be held on Monday 20<sup>th</sup> February, 2017 at 7:45. With a meeting of the Planning Committee at 7:15pm.

## Appendix A

### 9. Finance

#### 9.1 Accounts to be approved for payment

9.1.1	Clerk Salary	£385.89	SO PAID
9.1.2	A Kelly Christmas Parcels	£135.20	1226 PAID
9.1.3	GDS Garage Doors	£317.00	1227 PAID
9.1.4	Springwood Nursery	£83.80	1228 PAID
9.1.5	Competition Winners Cash	£150.00	1229 PAID
9.1.6	Lanlee	£227.60	1230 PAID
9.1.7	Howarth Timber	£56.28	1231 PAID
9.1.8	LALC Subscription	£602.34	1232 PAID
9.1.9	P. Bailey Christmas	£99.95	1233 PAID
9.1.10	Blakeys Keys	£18.82	1234
9.1.11	Pennine Print Calendars	£426.00	
9.1.12	Pennine Print Newsletters with inserts	£660.00	
	TOTAL	£1,086.00	1235
9.1.13	T&F Steel	£96.00	1236
9.1.14	Briercliffe Community Centre	£85.00	1237
9.1.15	R Frost Remembrance Day Wreath	£19.50	1238
9.1.16	Greenwoods Lengthsman (£212.50) Allotments (£50)	£262.50	1239
9.1.17	S Watson – Petty cash Transfer	£69.89	1240

#### 9.2 Income Received see attached Receipts List

9.2.1	Electricity North West	£22.83
9.2.2	Allotment Deposit	£50.00

Signed ..... Date 20<sup>th</sup> February 2017

9.2.3	Garage Rent Church Street	£54.00
9.2.4	Christmas Parcels	£50.00
9.2.5	Unclaimed Photo Winner	£50.00
9.2.6	Calendars	£75.00z

**Up to here**

**9.3. Bank Balances to 31<sup>st</sup> December 2016**

▪	Current a/c –	£ 199.78
▪	Deposit a/c –	£ 9,709.65
▪	Petty Cash -	£ 30.11
▪	Garages -	£ 14,560.33
	Total	£ 24,499.87

Appendix B – Police Report

NOT PROTECTIVELY MARKED

## Police Report

Briercliffe area for 30 days to January 16<sup>th</sup> 2017

AREA	INCIDENTS REPORTED	CRIME REPORTED
Briercliffe	68	11

The above figures compare with 79 incidents in the same period last year with 13 crimes.

11 CRIMES REPORTED: 2 Detected and 2 with no further action.

1 Theft – mobile phone taken whilst left on bench.

3 Vehicle crime – damage to taxi following argument over payment.  
Damage to bus on Hillingdon rd  
Theft from van on Queen st – possibly left unlocked.

4 Criminal damage – damage to door during neighbourhood dispute -Detected  
Damage to garage door during attempt break – nothing stolen  
Paint sprayed on house wall – removed by landlord.  
Damage to wooden door during domestic argument – No further action.

1 Harassment – text messages to ex partner – no further action

1 Rape allegation – female alleges possible offence by taxi driver.

1 Sexual offence – inappropriate photo sent to 15 year old. - Detected

ASB – 12 incidents due to local youths. 3 at Eastern Delight

Notes – camera at Andy Jackson’s possibly identify youths throwing stones. If any footage can be copied and youths identified all parents will be visited and shown footage.

NOT PROTECTIVELY MARKED

Signed ..... Date 20<sup>th</sup> February 2017