



Briercliffe with Extwistle Parish Council

Monday, 17th July 2017

Present: Councillor Dack (in the Chair), Councillors Frost, Hawkes, Lishman and Vincent.

Others: M. Greenwood (Lengthsman), J. Greenwood (Allotment Manager), S. Hayward (Assistant Allotment Manager), Steve Watson (Clerk) plus 2 residents.

Councillor Dack opened the Parish Council Meeting.

Agenda

Actions by Clerk

Cllr Support

Parish Council Agenda

Councillor Dack opened the meeting and welcomed everyone.

17/18/027 Apologies for absence

Apologies were submitted on behalf of Councillors Bailey, Kelly and Royle who were working and Councillors Lishman and Royle who were away.

17/18/028 Declarations of Interest / Code of Conduct

There were no Declarations of Interest.

17/18/029 Formally adjourn the meeting to allow for public participation

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

The Police asked if they could report first as they needed to get away.

(a) Calico Proposals Royal Court

As there was no progress Calico did not attend. The agenda item to state "if update is available" in future.

Agenda item change

Clerk

(b) Public Questions

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

(c) Public Questions at the Chair’s discretion

A resident raised concerns about the amount of traffic using the road from Haggate to Worsthorne. The road is national speed limit and speed bumps were suggested either side of the blind summit, however these are not permitted on Roads over 30mph. The County have been asked to cut hedges to remove the blind bends, but this is not carried out until August. A convex mirror was also suggested, but these are no longer used due to the hazard of sun blindness. A Quiet Lane was also suggested and Councillor Frost will progress this. The Road Signs need cleaning and the summit sign needs turning round. The County are to be asked to review the safety measures on this stretch of road and report back to the Parish Council.

Quiet Lane RF
Review Clerk

(d) Police report

There was no Police Report

(e) County Council Report

There was no County Council Report.

(f) Borough Council Report

The Borough Councillors reported that the no dog sign on the playing fields was in the wrong place and will be relocated to the play area. The no ball sign on Lydgate needs to be re-hung. The Borough Council also had complaints about the rave and were not happy with the police response. Hallam Street verge needs cutting but the Council won’t do this due to the amount of dog fouling. The dog spray needs using again, it was suggested that the area is given 1 cut then wild flower seeds are spread. Councillor Frost will email the dog fouling report.

Dog Fouling RF

17/18/030 Formally reconvene the Parish Council Meeting

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

17/18/031 Minutes of the last meeting

The minutes of the last meeting held on 19th June 2017 were submitted for approval as a correct record.

RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 19th June 2017 are approved as a correct record.

17/18/032 Matters outstanding from the minutes

The website has been updated, the driving school letter is to be chased. The Planning agent has been appointed. The Community Centre lease has been secured and county are to be asked for a land transfer for £1.00, litterbins have been requested.

Driving school Clerk

RESOLVED: That Kirkwells are appointed as Planning Consultants.

17/18/033 Clerk’s Report including Administration – for information only

The Clerk’s Report and correspondence was circulated prior to the meeting and noted. The courses from LALC were considered.

17/18/034 Updates and Reports (for information only)**Members of the Council**

A further Social Event is being held in October with a Halloween theme. It was agreed to set up a Facebook boost budget of £100.

RESOLVED: That a Facebook Boost budget of £100 is approved.

Calendar adverts were discussed and it was suggested that Councillor contact details should be used to fill any blank spaces. Councillor Dack was thanked for providing the Allotment Skip.

Community Centre Update

The porch has been rendered for £800 however the builder provided a stabilizing spray free of charge.

Website

Website statistics were available, with 97 unique visitors and 229 page views.

Newsletter

The newsletter has been distributed.

Calendar

The calendar is ready to go to print.

Heritage Items

The information board for the end of Duke Street has been ordered. Councillors Kelly and Lishman planted up the flowerbeds.

17/18/035 Finance

1. Accounts to be approved for payment. Additional bills included.

1.1	<i>Clerk Salary</i>	£385.89	SO PAID
1.2	<i>Materials for benches - PAID</i>	£327.49	001275
1.3	<i>HMRC Clerk Tax April and May - PAID</i>	£202.00	001277
1.4	<i>Lanlee - PAID</i>	£25.34	001278
1.5	<i>Howarth – PAID</i>	£262.88	001279
1.6	<i>Briercliffe Community Centre Association</i>	£112.00	001280
1.7	<i>HMRC Clerk Tax June</i>	£101.05	001281
1.8	<i>Burnley Hire Centre</i>	£96.00	001282
1.9	<i>Lanlee</i>	£16.87	001283
1.10	<i>Nu-Age Newsletter</i>	£475.00	001284
1.11	<i>Springwood Nursery</i>	£180.12	001285
1.12	<i>Greenwoods Lengthsman PAID</i>	£400.00	SO
1.13	<i>Greenwoods Lengthsman Extra hours</i>	£727.50	
1.14	<i>Greenwoods Allotments</i>	£160.00	
	<i>Total</i>	£887.50	001286
1.15	<i>L. Abram Internal Audit</i>	£170.00	001287
1.16	<i>P. Vincent Facebook Boost Budget</i>	£100.00	001288

RESOLVED: The bills outlined above are paid.

2.	Income Received	
2.1	Hanging Baskets	£90.00
2.2	Allotment Rents	£85.76
2.3	Council Owned Garages	£617.38
2.4	Natwest Interest	£0.08
2.5	Hapton Scribe Contribution	£85.67

It was noted that only 1 Allotment Rent is outstanding.

3. *Bank Balances to 30st June 2017*

▪	Current a/c –	£ 17,895.86
▪	Deposit a/c –	£ 9,220.11
▪	Petty Cash -	£ 86.56
▪	Garages -	£ 9,342.83
	Total	£ 36,545.36

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.**16/17/036 To receive reports from Committees and consider the Recommendations**

1. *Allotments Committee*

The Allotment Committee Minutes of the 3rd July were noted and the recommendation contained within were approved. There are plans in for various requests. There was an attempted flag theft but the criminals were disturbed and a stolen car was abandoned. The Assistant Allotment Manager is looking into an electronic gate. The Ratman has been and the Council should get a report.

Report

RH

2. *Planning Committee*

A Planning Application is due that will be of interest to the Parish Council.

3. *Finance and Strategic Planning Committee*

The Committees have not met. It was agreed to hold meetings on the 21st August at 7:30pm in the Community Center and the six monthly budget monitoring will be carried out.

16/17/037 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 is due a meeting.

4. *Lengthsman Working Group*

The Working Group is to be removed from the agenda.

5. *Finance working group*

The Group has no met.

6. *Strategic Planning working group*

The Group has no met.

7. *Newsletter and Calendar Working Group*

It was noted that the newsletter is heavy and lighter paper should be used.

16/17/038 Matters identified for future consideration

There were no matters identified.

16/17/039 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 on an Allotment Tenant was provided. It was noted that the Forest Nurse application has been approved and a lease is to be drawn up, the costs are to be met by the applicant. Borough Councillors will collect paper copies of the plans.

Lease costs SD

16/17/040 The next meeting of the Parish Council is due to be held on Monday 18th September, 2017 at 7:45. With a meeting of the Planning Committee at 7:30pm.