



Briercliffe with Extwistle Parish Council

Monday, 20th March 2017

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

Others: S. Watson (Clerk), plus 10 residents.

Agenda

Actions by Clerk

Cllr Support

Parish Council Agenda

Councillor Dack opened the meeting and welcomed everyone.

16/17/095 Apologies for absence

Apologies were submitted on behalf of Councillors Royle and Sweetman. PCSO Dave Johnson had also sent his apologies.

16/17/096 Declarations of Interest / Code of Conduct

There were no Declarations of Interest.

16/17/097 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 as there were still outstanding legal issues and the Planning Applications has yet to be submitted. They will be written to and asked to either attend the next meeting or provide a written report.

Contact
Calico

AK

(b) Public Questions

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

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(c) Public Questions at the Chair’s discretion

A resident had attended for an update from PCSO Dave Johnson on a couple being suspicious. Dave had attended the property but not provided an update. It was noted that the Police Landrover was provided to tackle more rural crimes. Dave will be asked to visit the resident.

PCSO Visit AK

Representatives of the football club reported that the pitches have not be usable this year due to flooding and they have lost 3 teams as a result. The pitches are owned by the Parish Council and maintained by the Borough Council. There is now a stream running through the MUGA onto the pitches and it may be a burst pipe. A full survey of the whole drainage system was suggested and a site meeting will be arranged with Simon Goff and United Utilities.

Site Survey AK

A Sports England bid was suggested and a joint working group will look into this. Councillor Vincent agreed to lead the Working Group.

Bid PV

A resident who worked locally with technology and recently graduated from UCLAN is looking at a business model to generate community outreach projects to put assets back into the community. The sale of the library may provide some assets for the community. An article is to be provided for the website and the next newsletter.

Article Resident

(d) Police report

PCSO Dave Johnson provided a written report that is attached to the minutes as Appendix B.

A resident had attended for an update on youth nuisance. He expressed his gratitude for the work done by Councillors Kelly and Lishman. Youth nuisance had reduced this month and the Police had sent 24 letters, issued 3 Acceptable Behaviour Contracts and given 1 public order offense. Councillor Kelly reported that the lights on the MUGA have been moved to stay on until 9:30 and will be put back to 10:00pm next week.

PCSO Johnson was thanked for his report.

(e) County Council Report

There was no County Council report. It was noted that the resident only parking would not get progressed.

(f) Borough Council Report

Councillor Frost reported that the condition of roads in Briercliffe were appalling and a Burnley Express Column will ask residents to identify the worst areas. Briercliffe Road roundabout and Cockden Road were identified. A website and Facebook article are to be provided. The County Council received an additional £23M funding but none of this has been allocated to East Lancashire.

Contact shops RH

Articles Clerk/JS

Councillor Kelly reported that a resident would be 100 years old next week and it was agreed to provide flowers, chocolates and a card. A school choir was suggested but the school will have broken up.

Flowers AK/ML

RESOLVED: That £30 is provided for the flowers, chocolate and card.

16/17/098 Formally reconvene the Parish Council Meeting

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

16/17/099 Minutes of the last meeting

The minutes of the last meeting held on 20th February 2017 were submitted for approval as a correct record.

RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 20th February 2017 are approved as a correct record.

16/17/100 Matters outstanding from the minutes

The MUGA lights have been sorted and Inspector Platt provided a reply to the invite.

16/17/101 Clerk's Report including Administration – for information only

The Clerk's Report and correspondence was circulated prior to the meeting and noted.

16/17/102 Updates and Reports (for information only)

Members of the Council

Councillor Vincent was not able to attend the training on external funding, Councillor Hawkes provided information, the next stage is a site survey and quotes for the work required. Councillor Frost will provide maps for the biological heritage site.

Maps

RF

Councillor Hawkes attended the funding course and had sent pictures of the problem behind Spar.

It was reported that the camera had again been placed to monitor the stones, the County need to make repairs as it encourages more stones to be taken and the Smart Water will be used when the weather permits. The Hodgson garage is to be chased.

Flowers and tubs have been ordered and there's an option for free flowers from the Borough Council. The email regarding dog mess has been responded to and Councillor Kelly has been out spraying, there is some spray left for hot-spots.

Contractors employed by LCC blocked the community center entrance. When they returned to move the barriers they blocked the fire escape, the issue has now been resolved.

Community Centre Update

Councillor Kelly has taken over the Chair of the Community Centre from Councillor Frost. A new lease is needed and the option to asset transfer should be considered. A balance sheet was provided and will be circulated. The insurance company went bankrupt and a new company was sourced at no additional cost to the group. The Secretary will not receive a payment in future and a booking agent fee is overdue. The balances are positive due to little maintenance work being carried out this year. The guttering at the front and rear is to be cleared.

Email County Clerk

RESOLVED: That the negotiations for an asset transfer or new lease are delegated to the Chair and Clerk.

Website

Website statistics were available, with 101 unique visitors and 270 page views.

Newsletter

The next newsletter is due from the printer anytime.

Calendar

Pen and ink drawings are to be checked for how many there are. Historic photographs are to be sent to the Clerk and a Calendar Group will look at choosing pictures and will consist of Councillors Bailey Frost and Hawkes.

Drawing Photos RF

16/17/103 Finance

1. Accounts to be approved for payment as per the attached Payments list. (Appendix A).
Additional bills included.

9.1.6	P3 Toners	£244.80	001247
9.1.7	Howarth Timber Allotments	£67.54	001248
9.1.8	Transfer from Garage Account to Current Account transfer PAID	£2,000.00	
9.1.9	NatWest Charges	£40.00	DD
9.1.10	Greenwoods Lengthsman	£460.00	001249

RESOLVED: The bills outlined above are paid.

2.	Income Received	
	2.1 Garages	£398.34
	2.2 Calendar	£105.00
	2.3 Newsletter Advert	£15.00

3. Bank Balances to 28th February 2017

▪	Current a/c –	£ 2,381.33
▪	Deposit a/c –	£ 9,219.88
▪	Petty Cash -	£ 70.40
▪	Garages -	£ 9,796.58
	Total	£ 21,468.19

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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 and £2,000 is transferred from the Garage Account to the Current Account to cover bills.

2 new garages are to be costed and a report provided back to the Council.

Report

PB

16/17/104 To receive reports from Committees and consider the Recommendations

1. *Allotments Committee*

The Allotment Committee Minutes of the 6th March were noted and the recommendation contained within were approved. The Allotment Policy was agreed and it was asked why dogs were included in this when the decision had already been taken.

RESOLVED: That the recommendations within the Allotment Committee Minutes of the 6th March 2017 are noted.

2. *Planning Committee*

The Bowling Club has been asked to consider the sale of some land to provide access.

3. Finance and Strategic Planning Committee

The Committees have not met.

16/17/105 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.

4. *Lengthsman Working Group*

The Working Group is working well. The Tenders advert has been published. Magnetic strips for the Lengthsman’s vehicle were agreed.

RESOLVED: That magnetic car strips are to be provided.

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*

Advert money is to be collected when the newsletters are delivered. A receipt book *Receipt Book RH* is to be provided to Councillor Frost for adverts.

16/17/106 Matters identified for future consideration

The Community Centre Lease is to be agenda item. Agenda Item Clerk

16/17/107 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.

The Chair reported that he had done a review of the Clerk’s working hours and the Clerk was currently working an average of 10 hours additional hours each month. It was noted that things had been busy recently with the Newsletter, allotment policies, the new allotment database and rent letters.

RESOLVED: That the Clerk’s hours are increased by 8 hours per month and are kept under review.

16/17/108 The next meeting of the Parish Council is due to be held on Monday 17th April, 2017 at 7:45. With a meeting of the Planning Committee at 7:30pm.

**Briercliffe Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
157 Clerk Salary	01/02/2017		Current	SO	Clerk Salary	Steve Watson	Z	231.72	0.00	231.72
158 Administration	01/02/2017		Current	SO	Clerk Salary	Steve Watson	Z	54.17	0.00	54.17
159 Lengthsman	01/02/2017		Current	SO	Clerk Salary	Steve Watson	Z	100.00	0.00	100.00
165 Lengthsman Labour	20/02/2017		Cash	001243cancelled	Lengthsman	Greenwoods	Z	600.00	0.00	600.00
166 Maintenance Labour	20/02/2017		Cash	001243cancelled	Allotment Maintenance	Greenwoods	Z	680.00	0.00	680.00
169 Postage	13/02/2017		Cash		Stamps	Post Office	Z	55.00	0.00	55.00
172 Postage	11/03/2017		Cash		Stamps	Asda	Z	39.60	0.00	39.60
176 Maintenance Materials	01/02/2017		Current	001241	Allotment Materials	Howarth Timber	S	50.27	10.05	60.32
177 Maintenance Materials	20/02/2017		Current	001241	Allotment Materials	Howarth Timber	S	9.54	1.91	11.45
178 LALC Subscription	20/02/2017		Current	001242	Subscription	LaLc	Z	549.84	0.00	549.84
181 Maintenance Labour	20/02/2017		Current	001244	Allotment Materials	P Bailey	Z	37.78	0.00	37.78
182 Misc Projects	20/02/2017		Current	001246	Vouchers	A Kelly	Z	50.00	0.00	50.00
183 Clerk Salary	01/03/2017		Current	SO	Clerk Salary	Steve Watson	Z	231.72	0.00	231.72
184 Administration	01/03/2017		Current	SO	Clerk Salary	Steve Watson	Z	54.17	0.00	54.17
185 Lengthsman	01/03/2017		Current	SO	Clerk Salary	Steve Watson	Z	100.00	0.00	100.00
Total								2,843.81	11.96	2,855.77

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Police Report

Briercliffe area for 30 days to 20th March 2017

AREA	INCIDENTS REPORTED	CRIME REPORTED
Briercliffe	59	14

The above figures compare with 99 incidents in the same period last year with 25 crimes.

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

2 Theft

7 Vehicle crime

1 Criminal damage

1 Harassment

2 Burglary

1 Assault

ASB – ONLY 3 incidents due to youths!!! No major problems for a month.

Notes – Youth referrals given to 4 youths and parents visited.

CPN issued to one youth, ABC to another.

Letters sent to 24 youths regarding behaviour