



Briercliffe with Extwistle Parish Council

Monday, 15th May 2017

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

Others: PC Rabina Ahmed, PCSO, County Councillor Cosima Towneley, Andrew Booth and Karen Baldwin from Calico, M. Greenwood (Lengthsman), S. Hayward (Assistant Allotment Manager), Steve Watson (Clerk) plus 4 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.

17/18/015 Apologies for absence

Apologies were submitted on behalf of Councillor Hawkes who was working and Councillors Lishman and Royle who were away.

17/18/016 Declarations of Interest / Code of Conduct

There were no Declarations of Interest.

17/18/017 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.

(d) Police report

PC Ahmed reported that it had been a better month, although there had been 5 assaults, 4 were domestic violence related, 1 burglary, 3 harassments, 1 burnt out vehicle, 2 vehicle crimes and 4 youth nuisances of which 3 were footballs on cars and 1 a noisy party.

It was agreed to keep the PACT priorities as:

1. Youth Nuisance although this has greatly reduced, the summer holidays are due.
2. Parking, and
3. Thefts

Plants are being stolen from the planters and flowers beds. Residents have volunteered to have cameras on their properties to cover Parish Council land, it was suggested they speak to the Police before installing them.

PC Ahmed was thanked for her report

(a) Calico Proposals Royal Court

Andrew Booth and Karen Baldwin attended the meeting to provide an update.

The site now has a secure gate with padlock and weekly inspections have been carried out. Nothing can be done with the water pooling as this is due to the clay soil, the issue will continue to be monitored and any reports of properties being affected will be investigated. The grass has been cut, though there were a few false starts, this has now been reduced to a level where it can go back into the maintenance schedule. A Harrison Street resident advised that weeds were growing through her back fence, these will be checked. A meeting has been held with the County Council and Calico have secured additional land from the library site to provide an improved access. It is hoped that the highways will be adopted.

A full and detailed topographic report has been produced. The retaining walls need repairs though there will not be a need for additional retaining structures. A new perimeter fence is to be provided and the footpath down the side could be improved with benches and litter bins.

There is an initial proposal from the architect, but this hasn't been engineer tested so is not yet available. Once this is available a public consultation event will be arranged.

Andrew and Karen were thanked for attending the meeting.

(b) Public Questions

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

(c) Public Questions at the Chair's discretion

There were no Public questions from the floor.

(e) County Council Report

The new County Councillor was welcomed to the meeting. She explained that hedges were not cut before the 26th July and if they were private a letter would be sent. Volunteers to help trim the hedge were suggested. There is a working group for Queen Street Mill and there is some filming taking place shortly. The Business units have been removed and a reply from highways is still outstanding for the wall to Lane Bottom.

(f) Borough Council Report

The Borough Councillors reported that Burnley Planning Department have said an application is needed for storage containers on the Turning Circle, the plan is for 2 additional garages and 3 storage units. A quote has been requested from Kirkwell's to act as Planning Agent for the application and will be circulated once received. A designated parking area was suggested. Phase 3 of the Turning Circle is to be a priority project

Quote RF

17/18/018 Formally reconvene the Parish Council Meeting

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

17/18/019 Minutes of the last meeting

The minutes of the last meeting held on 15th May 2017 were submitted for approval as a correct record.

RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 15th May 2017 are approved as a correct record.

17/18/019 Matters outstanding from the minutes

The website has been updated, the driving school letter is to be chased and the dog spray poster will be done after the newsletter has been delivered. Copy leases for both the Bowling Green and Community Centre are to be sought.

Driving school leases Clerk Clerk & AK

17/18/020 Clerk's Report including Administration – for information only

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

17/18/021 Updates and Reports (for information only)

Members of the Council

It was noted that the County Council has redefined a pot-hole as being deeper than 2". Burnley Council are sending a judge to the garden competition which will be judged at the end of July. There is some WOF money available and it was suggested this could fund a new path on the allotments. The project money budget is to be used for the work on the Woodland Walk and Councillor Bailey was thanked for painting the benches.

A Social Event held at the Community Centre on Saturday was a success with over 50 people attending. There will be a further event in the autumn with the school getting involved.

Residents have asked for the play areas to be refurbished and external grants will be considered. Stephen Haywood was thanked for the loan of his "wacker" for the Woodland Walk.

Additional litter bins are needed behind the Church and around the new houses, Street Scene are to be approached.

Litterbins Clerk.

Community Centre Update

Councillor Frost represented the Parish Council at the induction of the new Minister, a final quote for the rendering has been requested.

Website

Website statistics were available, with 111 unique visitors and 297 page views.

Newsletter

The newsletter is almost ready to go print.

Calendar

The calendar is ready to go to print and is estimated will cost £3.86 a copy to be sold at £5.00.

Heritage Items

There was no report

17/18/022 Finance

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

1.1	<i>Greenwoods</i>	£2,055.00	001270
1.2	<i>Clerk Salary</i>	£404.21	SO PAID
1.3	<i>Aon</i>	£471.94	001271
1.4	<i>Blakeys</i>	£19.34	001272
1.5	<i>Stationery</i>	£38.26	001273
1.6	<i>Lanlee</i>	£411.82	001274
1.7	<i>Holland House Nursery</i>	£240.00	PAID
1.8	<i>HMRC</i>	£202.00	001275

It was suggested that the Lengthsman Bill was high this month, though it was noted that the Lengthsman Budget has not taken the pay increase into account. The Lengthsman Budget is to be increased by £720.

RESOLVED: The bills outlined above are paid.

2.	Income Received		
9.2.1	Hanging Baskets	£4,785.00	000192
9.2.2	Hapton Stationery	£204.00	000193
9.2.3	Hanging Baskets	£15.00	
9.2.4	Rents	£233.17	
9.2.5	Worsthorne Stationery	£357.00	000194
9.2.6	Hanging Baskets	£390.00	000195
9.2.7	Garages	£692.38	
9.2.8	Rents	£288.90	
9.2.9	Bank Interest	£0.08	

3. *Bank Balances to 31st May 2017*

▪ Current a/c –	£ 17,950.17
▪ Deposit a/c –	£ 9,220.11
▪ Petty Cash -	£ 16.65
▪ Garages -	£ 8,650.45
Total	£ 35,837.38

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. That Petty Cash is brought back up to £100.00 (Cheque 1276).

It was noted that both Worsthorne and Hapton parish Councils have agreed to contribute to the Scribe Software, Worsthorne have also agreed to provide the next Parish Laptop.

16/17/022 To receive reports from Committees and consider the Recommendations

1. *Allotments Committee*

The Allotment Committee Minutes of the 5th June were noted and the recommendation contained within were approved.

2. *Planning Committee*

The Planning Application for houses at Lane Bottom has been withdrawn. A complaint about the change to the urban boundary has been submitted.

3. Finance and Strategic Planning Committee

The Committees have not met.

16/17/023 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 on the Woodland Walk.

5. *Finance working group*

The Group has no met. A meeting is to be scheduled for after the holidays.

6. *Strategic Planning working group*

The Group has no met. A meeting is to be scheduled for after the holidays.

7. *Newsletter and Calendar Working Group*

Calendars are to be made available in local shops and the BAGS hut. It was asked if there would be a collage at the flower show as there wasn't one last year.

16/17/024 Matters identified for future consideration

There were no matters identified.

16/17/025 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. A meeting with the Solicitor has been arranged.

16/17/026 The next meeting of the Parish Council is due to be held on Monday 17th July, 2017 at 7:45. With a meeting of the Planning Committee at 7:30pm.