



## Briercliffe with Extwistle Parish Council

### Virtual meeting held over Zoom due to Government Restrictions

**Tuesday, 17<sup>th</sup> November 2020**

**Present:** Councillor Russell Hawkes (in the Chair), Councillors Adam Dack, Simon Dack, Ben Eastwood, Nik Higham and Pam Vincent.

**Others:** Steve Watson (Clerk).

Councillor Hawkes opened the Parish Council Meeting and welcomed everyone.

<u>Agenda</u>	<u>Actions by Clerk</u>	<u>Cllr Support</u>
<b><u>Parish Council Agenda</u></b>		
<b>20/21/065 Apologies for absence</b>		
Apologies were given by Councillors Roger Frost and John Stewart who weren't able to access remote technologies and Duncan Maclver who was working. Apologies were also submitted on behalf of County Councillor Cosima Towneley who was unwell.		
<b>RESOLVED: That above apologies and reasons given are approved.</b>		
<b>20/21/066 Declarations of Interest / Code of Conduct</b>		
There were no Declarations of Interest.		
<b>20/21/067 Formally adjourn the meeting to allow for public participation</b>		
<b>RESOLVED: That the meeting is adjourned to allow for Public Participation.</b>		

<b>(a) Police Report</b>		
The written Police report was read out and is attached. The Chair outlined the Lancashire In the Know scheme, Anti-Social Behaviour is still a problem with youths from other areas getting taxis to the area.		
<b>(b) Calico Proposals Royal Court</b>		
There was no update.		
<b>(c) Public Questions</b>		
There were no Public questions.		
<b>(d) County Council Report</b>		
The County Councillor recently had an accident and best wishes were given for a speedy recovery.		
<b>(e) Borough Council Report</b>		
The Borough Councillor Report was read out and is attached. The Standen Hall Drive application has gone to appeal though the Borough Council stance is for the application granted. An abandoned car on Halifax Road has damaged the wall and the drivers insurance should pay for the repairs.		
Everyone was thanked for their reports.		
<b>20/21/068 Formally reconvene the Parish Council Meeting</b>		
<b>RESOLVED: That the meeting is formally reconvened for Parish Council Business</b>		
<b>20/21/069 Finance</b>		
1. Accounts to be approved for payment. Additional bills included.		
1.1 Clerk Salary	£432.88	SO Paid
1.2 S. Watson Clerk Pay Rise	£24.94	#001589
1.3 HMRC	£114.46	#001590
1.4 G.S.A.	£610.00	#001591
1.5 Durkin Premier Landscapes #301	£2,094.00	#001577
1.6 Royal British Legion	£17.00	#001592
1.7 S. Watson Petty Cash	£82.10	#001593
1.8 Durkin Premier Landscapes Benches	£504.00	#001594
<b>RESOLVED: The bills outlined above are paid.</b>		
A new Standing Order is to be set up for the Clerk's salary.		
2. Income Received		
2.1 Garage rents		£567.72

<p><b>3. Bank Balances</b></p> <ul style="list-style-type: none"> <li>▪ Current a/c – £ 8,103.64</li> <li>▪ Deposit a/c – £18,932.51</li> <li>▪ Petty Cash - £ 17.90</li> <li>▪ Facebook Boost - £ 100.00</li> <li>▪ Garages - £ 2,341.61</li> <li>▪ Total £29,495.66</li> </ul> <p>The amount remaining of the Facebook boost is to be repaid.</p>		
<p><b>RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted.</b></p>		
<p>The Internal Audit report was noted. VAT from 2018 and 2019 has now been claimed.</p>		
<p><b>RESOLVED: That the Internal Audit Report is noted.</b></p>		
<p><b>20/21/070 Minutes of the last Parish Council meeting</b></p>		
<p>To approve, as a correct record the minutes of the virtual Parish Council meeting held on Tuesday, 20<sup>th</sup> October 2020.</p>		
<p><b>RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting, on the 20<sup>th</sup> October 2020 are approved as a correct record and will be signed as such once Government restrictions are lifted.</b></p>		
<p><b>20/21/071 Matters outstanding from the minutes</b></p>		
<p>The allotment list is requires a new letter to include possible termination for non-payment of rent. The wheelie bin has been relocated by the PCSO and will be reported for removal if this happens again. A list of farms is to be provided to the Police. The Following Policies have been updated:                  Standing Orders - It was agreed that there should be further references added: (a) to cover the current COVID situation and effects on operations of the PC in adapting to online meetings and different ways of working. (b) on facilitating decisions being made by majority email reply.                  Financial Regulations                  Risk Assessment                  Freedom of Information                  Asset Register</p>	<p>Farms</p>	<p>JS</p>
<p><b>RESOLVED: That the above policies are approved.</b></p>		
<p>Items on the Asset Register are to be checked with the Bowling Club.</p>	<p>Assets</p>	<p>PV</p>
<p><b>20/21/072 Clerk’s Report including Administration – for information only</b></p>		
<p>The correspondence was noted.</p>		
<p><b>20/21/073 Updates and Reports (for information only)</b></p>		
<p></p>		

<b>Members of the Council</b>		
The Chair's report was circulated and is attached.		
The Christmas Hampers will be mince pies and custard this year so that they can be posted through letter boxes. The list for recipients has been updated.		
Information for the Haggate Church sign has been sent, an area has been identified for the sign and it is hoped there will be a Spring unveiling.		
The Christmas lights are up on Duke Street and are due to be switched on, on the 20 <sup>th</sup> November. The bowling Green lights should be switched on at the same time.		
It was noted that the Hare and Hounds did an excellent job for Remembrance Sunday and it was suggested that wooden soldier silhouettes and large poppies are put on the Boundary stones next year as well as large poppies on lampposts; the lampposts are to be counted. The large poppies at the Allotment entrance and the crocheted poppies around Briercliffe were excellent and whoever was responsible was thanked.	lampposts	NH
<b>Community Centre Update</b>		
The Community Centre is still closed and BPC are waiting on estimates for external repair work.		
<b>20/21/074 To receive reports from Committees and consider the Recommendations</b>		
2. <i>Planning Committee</i>		
1.1	<b>HOU/2020/0493</b> Proposed three storey side extension, rear dormer and internal alterations Kenmuir Burnley Road Briercliffe	
1.2	<b>HOU/2020/0462</b> Single storey side extension Cockden House Farm Todmorden Road Briercliffe	
1.3	<b>TPO/2020/0434</b> Application to carry out pruning works, crown reduction to One No. Sycamore Tree covered by the Burnley (Higher Saxifield Farm) TPO 1991 Higher Saxifield Farm Standen Hall Drive Burnley	
1.4	<b>FUL/2020/0514</b> Conversion of dwellinghouses to two separate dwellinghouses. Demolition of existing porch and erection of two porch extensions to principal elevations to create two separate accesses. Insertion of a door and two first floor window openings to the rear elevation of No. 85, alterations to the rear window fenestration of No. 87 and internal alterations consisting of the restoration of the party walls. 85-87 Halifax Road Briercliffe Lancashire	
Concerns about application 0493 have been submitted to the Borough Council. There were no objections the remaining applications.		
<b>20/21/075 To receive reports from Working Groups – for information only</b>		
1. Allotment Working group		
There was 1 new application and the waiting list has been updated. There are now 16 for gardens, 18 for pens, 20 for garages and 7 for containers. Most tenants are putting plots 'to sleep' for winter. 1 pen is available but needs to be strimmed before it is let. The contractor has arrange to repair the road and chipping have		fencing SD AD BE (RH)

been ordered, <b>these are for road repairs only</b> . Emails have been sent regarding condition of plots and 4 rents have been paid. The fence repairs are to be chased, the asbestos kits have arrived and garage tenants are to be contacted to ascertain who has which garage, this may require letters stuck on doors.		
A project proposal for the new garage colony is to be drawn up.	<i>containers</i>	SD
The new BAGS Hut tenancy has been returned and the livery plot tenancy has also been signed.		
The remaining transferring tenants have been sent new tenancy agreements.		SW (AD)
<b>20/21/076 Matters identified for future consideration</b>		
There were no matters identified.		
<b>20/21/077 It was agreed that the next virtual meeting of the Parish Council will be held on Tuesday 19<sup>th</sup> January 2021.</b>		
<b>The Chair thanked everyone for attending.</b>		

BRIERCLIFFE AREA      October - November			
INCIDENTS REPORTED - 110			
NO	TYPE OF INCIDENT	LOCATION	DETAILS
3	Burglary	Sandiway Drive Portsmouth Avenue	Out building, shed and a garage break
2	Criminal damage	Talbot Drive Burnley Road	Damage to fence Smashed window
1	Theft of vehicle	Milton Street	Motorbike stolen
4	Vehicle crime	Talbot Drive Lydgate Burnley Road Sandiway	Work vans broken into Smashed wing mirror Stolen number plates
27	Nuisance	Burnley Road Granville street	Group of youths causing ASB
<p>There has been a slight increase in logs within the Briercliffe area of Burnley. Briercliffe Neighbourhood Policing team has noticed an increase of youths gathering in the area and as such have flagged the area up as a hot spot. A designated tasking patrol will be tasked with the general Briercliffe area each evening. I would like to encourage residents to report any issues to the Police via the online reporting method, none emergency number 101 or if an emergency call 999.</p>			

**Briercliffe Parish Council  
Borough Councillors' Report - November**

There are still continuing noise issues from the industrial estate for residents of Lydgate and the surrounding area. The councillors are continuing efforts to get the Environment Agency to take action with the help of both Borough and County Council Departments.

The original planning application for 130 houses on land above Standen Hall Drive is now subject to an appeal despite the success of their application for a reduced number of houses. The Burnley Borough Council will be defending the original Development Control decision later this month.

Various fly tipping and rubbish removals have been actioned.

Briercliffe's Borough Councillors laid a wreath at the War Memorial.

A meeting has taken place with Briercliffe Surgery and a newsletter is being prepared for circulation to patients. We have some ideas about how to get the widest circulation when it's finished and welcome other ideas. The Patient Participation Group has re-started and is looking for new members.

The police are looking to sign up residents to receive regular emails about problems that come in Briercliffe. We recently welcomed the information they sent round about police time in the area to address gatherings of young people and reports of anti-social behaviour. It appears that local people are heeding the advice about reporting problems which is leading to increased activity.

Like a lot of other people in Burnley, the Councillors have had personal experience of the effect of COVID infections. We **strongly** advise people to follow the rules and advice to avoid spreading the virus.

All three councillors were involved in addressing the problem created by a car abandoned on Halifax Road halfway down the hill from Haggate. We talked several times with the police who ensured that the car's owner had it removed. Since then, we have had a look round the area to see if there is any damage that could create new problems.

The Council has adopted a plan for post-COVID economic recovery for Burnley which was prepared by Cllr Maggie Lishman, supported by Councillor Gordon Lishman. We are now expecting to see the community recovery plan which has been delayed. We hope that residents will be reassured that the Council, across all parties, is taking seriously and planning for the longer-term impact of the pandemic.

**Councillors:      Anne Kelly                      Gordon Lishman                      Maggie Lishman**

Chair's Report List for October – November 2020

- Comms – Tenants re: Horses
- Christmas parcels – contacted Anne Kelly for an update...discuss ideas/ order? PV/ DM
- Prep for Nov Meeting – Comms SW/ PV = draft Agenda / Livery Plot – new tenant/ Policies/ Reports/ Planning Apps/Allotment Waiting List Update – new applications/ Contractor Invoices
- Comms with current Livery Tenant – rents/ tenancies / horse and stabling request
- Notice Boards – Remembrance notices removed and Church Newsletter put up
- Created video of Remembrance and added to Website/ FB
- Remembrance Sunday – wreath laying 9am (PV)
- Comms BE Contractor job related & drainage
- FB update “Click the link below to listen to an online reading of the Remembrance Sunday Service usually followed at the Briercliffe Bowling Green Memorial...”(scheduled for Sunday)
- Website and FB updated — No Public Remembrance Service reminder
- Notice Boards updated (all but Com Centre PV) – No Public Remembrance Service reminder
- Barrier key for Ss checked and works – passed on to ML (prompted by early kick-off am visits)
- Emails/phone - Informed Councillors/ Borough Councillors and Bowling Club Contact - Colin Brierley and replied directly to Roger's email about Remembrance 2020 (All 3 Churches were part of the process prior to decision to cancel).
- Put together an online presentation voice over version of the “Order of Service” for Briercliffe Remembrance Sunday (normally at the Bowling Green)
- Re-typed original (pdf) “Order of Service” for Briercliffe Remembrance Sunday (normally at the Bowling Green)
- Made Remembrance Info Poster for Notice Boards, FB and Website
- Comms – GSA/ BE (SD)-job list related (WW?) and drainage problem on Allotments... being investigated Thur 5<sup>th</sup> November
- Comms – Parishioner on Allotment Waiting List 2<sup>nd</sup> call to explain the process regarding becoming an allotment tenant – informed AD lead Councillor
- Email sent to PC Ahmed, PCSO Mark and Jodi re: Bin with stones problem 26/10/20
- Contractor job list update 26/10/20
- Allotment leak report investigated (Comms- Tenant Stephen Haywood in attendance) – most lightly drains backed up will need looking at. Lower water shut-off valve could not be located?? Top one is relatively inaccessible (under-water at arm's length – this needs addressing...)(Comms AD- Tenant directed to AD for barrier key) 26/10/20
- Local cheques posted...remainder posted on to Clerk for distribution 25/10/20
- October PC Meeting video work and uploaded onto our website
- Cheques signed – PV and BE (socially distanced)