



## Briercliffe with Extwistle Parish Council

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

**Tuesday, 20<sup>th</sup> October 2020**

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

**Others:** Steve Watson (Clerk) and County Councillor Cosima Towne155.

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>20/21/052 Apologies for absence</b>		
Apologies were given by Councillors Roger Frost and John Stewart who weren't able to access remote technologies.		
<b>RESOLVED: That above apologies and reasons given are approved.</b>		
<b>20/21/053 Declarations of Interest / Code of Conduct</b>		
There were no Declarations of Interest.		
<b>20/21/054 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. Councillors stressed that fireworks are being set off in the middle of the night and early hours of the morning.		

<b>(b) Calico Proposals Royal Court</b>																																										
The most recent proposals for a fence are being consulted on and new quotes are being obtained.																																										
<b>(c) Public Questions</b>																																										
A request for a Halloween walk has had to be denied now the Borough has moved to tier 3. There is a National Pumpkin spotting initiative.																																										
<b>(d) County Council Report</b>																																										
The County Councillor reported that she has been out with the PCSO in the Parish Land Rover and will be going out again on Thursday. The Landrover is holding up well and the PCSO is now aware of how local tracks link up. The County is looking at the issue with Care Homes and a new protocol for visitors is being developed. The chimney is finished and Queen Street Mill was hoping to reopen for a short period in December, but a further issue has arisen. The Road Safety Partnership is being chased about speeding problems.																																										
<b>(e) Borough Council Report</b>																																										
The Borough Councillor Report was read out and is attached. There is a sign on the Allotment barrier advising that a key is available with Councillor Eastwood so the barrier shouldn't be an issue for emptying the dog waste bin. The Covid testing sites in Burnley are to be relocated.																																										
Everyone was thanked for their reports.																																										
<b>20/21/055 Formally reconvene the Parish Council Meeting</b>																																										
<b>RESOLVED: That the meeting is formally reconvened for Parish Council Business</b>																																										
<b>20/21/056 Finance</b>																																										
<p>1. Accounts to be approved for payment. Additional bills included.</p> <table border="0"> <tr> <td>1.1</td> <td>Clerk Salary</td> <td>£432.88</td> <td>SO Paid</td> </tr> <tr> <td>1.2</td> <td>S. Watson Clerk Pay Rise</td> <td>£24.94</td> <td>#001581</td> </tr> <tr> <td>1.3</td> <td>HMRC</td> <td>£114.46</td> <td>#001582</td> </tr> <tr> <td>1.4</td> <td>G.S.A.</td> <td>£1,119.30</td> <td>#001583</td> </tr> <tr> <td>1.5</td> <td>LITE</td> <td>£3,120.00</td> <td>#001584</td> </tr> <tr> <td>1.7</td> <td>Allotment Deposit Return</td> <td>£50.00</td> <td>#001585</td> </tr> <tr> <td>1.8</td> <td>Asbestos Sample Kit (2 Areas) Includes 24hr Lab Testing (RH)</td> <td>£36.95</td> <td>#001586</td> </tr> <tr> <td>1.9</td> <td>G Howell replaces cheque 001576</td> <td>£75.00</td> <td>Cash</td> </tr> <tr> <td>1.10</td> <td>Rapid Rubbish Removals pre-approved</td> <td>£500.00</td> <td>#001587</td> </tr> <tr> <td>1.11</td> <td>Winter Planting pre-approved</td> <td>£229.30</td> <td>#001588</td> </tr> </table>	1.1	Clerk Salary	£432.88	SO Paid	1.2	S. Watson Clerk Pay Rise	£24.94	#001581	1.3	HMRC	£114.46	#001582	1.4	G.S.A.	£1,119.30	#001583	1.5	LITE	£3,120.00	#001584	1.7	Allotment Deposit Return	£50.00	#001585	1.8	Asbestos Sample Kit (2 Areas) Includes 24hr Lab Testing (RH)	£36.95	#001586	1.9	G Howell replaces cheque 001576	£75.00	Cash	1.10	Rapid Rubbish Removals pre-approved	£500.00	#001587	1.11	Winter Planting pre-approved	£229.30	#001588		
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<b>RESOLVED: The bills outlined above are paid.</b>																																										

2.	Income Received		
2.1	Garage rents	£567.72	
2.2	Allotment Rents and deposits	£69.23	
2.3	Bank Interest	£0.03	
2.4	Fence Post Sales – Cash	£111.00	
3.	<b>Bank Balances</b>		
	▪ Current a/c –	£16,429.15	
	▪ Deposit a/c –	£ 2,932.41	
	▪ Petty Cash -	£ 100.00	
	▪ Facebook Boost -	£ 100.00	
	▪ Garages -	£15,794.89	
	Total	£35,356.45	
	The late invoice from GSA was approved and it was noted how reasonable the costs were for what had been achieved. The weeds at the Allotment entrance are to be tidied with a strim. Some garages are still empty.		
	<b>RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted.</b>		
	<b>20/21/057 Minutes of the last Parish Council meeting</b>		
	To approve, as a correct record the minutes of the virtual Parish Council meeting held on Tuesday, 2 <sup>nd</sup> September 2020.		
	<b>RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting, on the 22<sup>nd</sup> September 2020 are approved as a correct record and will be signed as such once Government restrictions are lifted.</b>		
	<b>20/21/058 Matters outstanding from the minutes</b>		
	The allotment list is to be prepared by the end of the week. The rogue Wheelie Bin It cannot be pinpointed who is moving it and needs a Police visit. The work of the Council has been published online and through Parish noticeboards. The Community Centre noticeboard needs some repairs. An information board has been agreed on for a local project.		
	<b>20/21/059 Clerk’s Report including Administration – for information only</b>		
	The correspondence was noted.		
	<b>20/21/060 Updates and Reports (for information only)</b>		
	<b>Members of the Council</b>		
	The Chair’s report was circulated and is attached. The Chair was thanked for all the work behind the scenes he carries out.		
	The Christmas Lights have been installed and will be switched on when the tree is delivered. A date to check the policies is to be agreed.		
	Polices		NH SW
	It was suggested that letterbox sized presents or vouchers replace the traditional Christmas gifts to those parishioners 80+ in light of the current health situation.		
	The contractor has done an excellent job and there will be lots of colour when the spring bulbs come through. Other jobs/areas to address: to cut back foliage		

around the Commemorative Oak trees on the WW, bottom hedge WW; foliage to cut back around the dog bin on entry to the WW; Commercial triangle plot clean-up; allotment hedge work (bottom of the sloping allotments adjoining Harrison St garages); PC owned garage maintenance - wood treatment/ anti vandal...		
It was asked if the Landrover had been to all 3 parishes and the list of farms is to be requested so that Cllr. Stewart can update it further.	Farms	CC CT
The old H&F TV Shop is applying for an alcohol license and has stated it will be an off-license "with a difference."		
<b>Community Centre Update</b>		
The Community Centre is still closed.		
<b>20/21/061 To receive reports from Committees and consider the Recommendations</b>		
2. <i>Planning Committee</i>		
1 <b>HOU/2020/0399</b> – Proposed demolition of porch and construction of single storey orangery with boot room and cloak, 1 Higher Fennymoor cottage, Walverden.		
There were no objections the above. A private dwelling planning application approaching Haggate has been turned down and Councilors raised an issue with 2 containers above Cockden Farm which have now got a roof installed?		(RF)
<b>20/21/062 To receive reports from Working Groups – for information only</b>		
1. Allotment Working group		
There have been no new applications and the waiting list has been updated. A site inspection was carried out; most plots are now being put to sleep. Contractors approached to carry out fencing replacement are to be chased up. The newly vacant plot and the adjacent one previously "taken over" by a non-tenant resident are to be split into 3 new allotments.	<i>fencing</i>	SD AD BE (RH)
There has been 1 enquiry for the Paid Allotment Manager proposal.		
Fence repairs - was covered earlier and there was nothing further to report on garages.		
The new BAGS Hut tenancy has been sent out but no reply has been received. A final reminder will be sent before the deadline.		
The remaining transferring tenants will be sent new tenancy agreements.		SW (AD)
<b>20/21/063 Matters identified for future consideration</b>		
There were no matters identified.		
<b>20/21/064 It was agreed that the next virtual meeting of the Parish Council will be held on Tuesday 17<sup>th</sup> November 2020.</b>		
<b>The Chair thanked everyone for attending and the amount of work everyone does for the Parish.</b>		

BRIERCLIFFE AREA 20/09/20 - 17/10/20			
INCIDENTS REPORTED - 87			
NO	TYPE OF INCIDENT	LOCATION	DETAILS
1	Vehicle crime	Burnley Road	Vehicle Damage
2	Thefts	Granville street	Stolen Quad bike
		Rottherham gate Todmorden road	Theft of an E bike
1	Burglary	Lydgate	Garage Break
26	ASB	Halifax road	Gathering reports
		Queen street	
		Talbot street	
		Lydgate	Off road bikes
		Briercliffe road	Parties being reported in addresses
		Atkinson street	
Burnley road			
Halifax road	Firework reports		
Holgate street			
Harrison street			
New Taylor fold			
Widow Hill			
1	Criminal Damage	Harrison street Garages	Report of smashing coming from the garages a number of youths in the area reported.
<p>There has been a noticeable decrease in calls to the police compared to last report.</p> <p>There is slightly more ASB being reported of which most are related to Covid and gatherings being reported in the area.</p> <p>Some reports are related to Off road bikes in the area.</p> <p>Also increase in reports re Fireworks being set of on the street.</p> <p>There was also report on Friday of a damage to the garages on Harrison street it was reported that there was a number of youths in the area of the Garages and the Allotments.</p> <p>If message could be passed out to Allotment holders to check, there allotments and if there is anything untoward then to please ring police on 101 to report any damage etc.</p>			

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

The testing site by Tesco is now appointment only and for people with symptoms. To get an appointment either ring or obtain one via the internet. Cllr Anne Kelly and her husband John are still recovering from Covid 19. Anne in particular is very clear this is **not** always a mild illness and we strongly advise taking precautions to avoid it. **Wash your hands, keep your distance and wear a mask.**

Noise problems continue from the industrial estate. Over one weekend, Cllr Gordon Lishman spent time at one business trying to contact the owner of the premises, the key-holder company, the police and the Borough Council to deal with a continuing intruder alarm noise. It's now been sorted; it was a fault in a new alarm system. The business has apologised, put it right and offered to help with village projects. Problems with noise from another site has started again and the Borough Councillors have requested our County Councillor to push for urgent action from the relevant County department.

Local residents are very concerned about noise and smells from the garage on Townley St, Harle Syke which is in the middle of a terraced row of houses. It's been a garage for over 100 years when it belonged to the mill and so has no written planning conditions. The councillors are looking to see what can be done.

Cllr Maggie Lishman is still arranging to meet the new practice manager at the Briercliffe Surgery who has been off work for some time. She will discuss the things we have heard about, get the Patient Participation Group re-started and start the process of getting them to do a newsletter.

Dog bins at Lydgate and on allotments: Cllr Maggie Lishman organised an urgent empty. The barrier to allotments sometimes means the bin is not accessible. She has requested a key for Streetscene use from the Parish Council.

Anne Kelly has been taking up the problem of wagons hitting the opposite wall when they turn into the Bed Centre in the middle of Harle Syke. It's happened quite a few times before and we are looking for a solution. One suggestion is a sign asking lorries to use the turning circle, but the footpath isn't wide enough.

Various fly tipping removals sorted.

Speeding cars on Halifax, Nelson and Todmorden Roads still causing concerns. Reported to authorities.

Vandalism at the football club site reported to the police.

Two items of playground equipment reported and made safe.

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

### Chair's Report List for September - October 2020

- Comms - Calico/ Borough Councillors/ Police/ Contractor GSA invoicing/ Updated Chairs Report List (SW) 20/10/2020
- Updated Waiting List online 20/10/2020
- Prep. for Oct Meeting - Comms PV Planning; DM Sept Mins - Rent Report; BE contractor invoices/ jobs; AD - Allotments- MLish barrier key, Allotment inspection, other related allotment issues...
- Comms Haggate Baptist Church Remembrance and Platform sign PV/(RF)
- Comms Contractor - Boundary Stones and Plaques info
- Comms GSA PV plants and Hanging basket enquiry...discussion about jobs on to-do list (after discussing it with BE)
- Emails/ texts/ phone calls then (socially distanced) meet-up with Gary Howell - (ecologist) to pay cash and have cheque returned
- Comms BE/ AD/ Al Turner- allotments skip enquiry and other info. Relayed to AD.
- Letter to JG/MG about incident, BE to send (SW)
- Various Comms: BE/ JGreenwood / SW / Contractors - "fence post gate!"
- Zoom meeting with AD regarding Allotment Inspection/ rents not paid and next steps...
- Email informing AD and SW of a tenancy termination and that on inspection the plot is ready for a new tenant and that deposit needs to be given back to G Murray...
- Email sent to Clerk re: people not getting replies?!
- Emails with G Mills (tenant)...rent letter resent and database updated with new contact details 05/10/2020
- Phone discussion PV - various inc. parishioners not getting replies from the Clerk
- Scanned Football Club Lease for Solicitors copy... Leases to exchange
- Allotment inspection Thursday 1<sup>st</sup> Oct with PV...organise Zoom meeting afterwards with AD
- Comms: Ben - waste removal discussion
- Comms: GSA - rubbish removal - more to shift / SW advice/ SD
- Comms with AD, PV, Tenant G Murray P6 tenancy termination, Garry Howell 29/09/2020
- GSA discussion - jobs on list and Allotment Managers Job
- Worked with Sept meeting video and uploaded to Website (Mins added SW)
- Updated Fb and website with Allotment manager Job advert
- Local cheques delivered to GSA Gordon Atkinson/ Garry Howell and those to post on to our Clerk (inc. Councillor signed bank account virement instructions). 28/09/2020
- Sept approved cheques written and Councillor signatures collected...

### Chair's Report List for September - October 2020

- Update allotment info added to allotment and turning circle notice boards... Allotment manager Job advertisement added
- Updated Fb and/or Website with: Allotment photo and description post, Borough Councillor Reports, Policing info, Next meeting info.

- Updated Waiting list spreadsheet and online lists 22/09/2020
- Phone discussion with Steve Dunleavy - on Garden/pen Waiting List - he left voice message last night re: as people say allotments are free he wants to get on one and that as Adam Dack and "them" no longer run it... Have updated him and explained procedures...
- Phone discussion with Haggate Baptist Church Remembrance 22/09/20
- MP (4<sup>th</sup>)  
) reply moderated SW Draft AD PV - when right to go to Full Council vote... 19/09/20 and then amended second response and "final" reply from his reply to the previous...
- Have Discussed Remembrance with Hill Lane - Mr. Iain McIver
- Discussion with Fr Paul Payton St James re: Remembrance public event cancelled... 19/09/2020