



Briercliffe with Extwistle Parish Council

Monday, 18th September 2017

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

Others: County Councillor Cosima Towneley, PCSO Dave Johnson, S. Hayward (Temporary Allotment Manager), Andrew Booth (Calico), M. Greenwood (Lengthsman), Steve Watson (Clerk) plus 3 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.

17/18/041 Apologies for absence

Apologies were submitted on behalf of Councillors Frost who was unwell and Councillors Lishman and Royle who were away.

17/18/042 Declarations of Interest / Code of Conduct

There were no Declarations of Interest.

17/18/043 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

A public consultation meeting has been arranged in the Community Room on Thursday 5th October, a copy will be provided for the website and Facebook and a mailing list has been devised of interested residents. All technical information is back and the development will be small 2 bedroom bungalows for the elderly for a sale market. Plans should be available prior to the meeting. Access is still uncertain due to the county not knowing what is happening with the library, although there is a workable back-up plan. A Planning Application is to be submitted before

Christmas with the Development starting next Summer. Weekly inspections will continue and residents directly affected are being kept informed. There have been no further complaints about water problems. Posters for the event will be displayed in the noticeboards

Posters

AK

(b) Public Questions

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

(c) Public Questions at the Chair's discretion

A resident asked how the Land Management Policy came about. It was explained that there were no policies in place to allow the Council to manage their land properly, therefore the policies were developed. A resident asked if an allotment pen could be re-classified as a small holding to house goats. It was explained that there was still an issue of 2 pens being let to one household, however, the Lengthsman explained that his pen was classified as the Lengthsman Pen and was not his personal pen. It was noted that the majority of Councillors were not in agreement with changing the policy at present and that the land would not be re-classified as a small holding to allow goats.

It was also explained that the recent issues with the Courts had highlighted that the Council needed policies to refer to when dealing with problem tenants. It was also explained that the policies were advertised, consulted on, amended at a meeting and finally implemented and tenants had an opportunity to influence the policies.

It was also explained that the land at Douglas Way was not designated as Allotment Land and was therefore not covered by the Allotment Land Management Policy.

A resident asked if compensation would be paid for the investment in the dog kennels, the Council was not considering compensation at this stage. It was suggested that legal advice is sought with regards to changes to the tenancy.

Legal advice

Clerk

(d) Police report

PCSO Dave Johnson reported that there had been 66 incidents and 15 crimes with very few actually in the village. Crimes included 5 burglaries outside the Parish, 6 cars stolen, 3 vehicle crimes, and 2 males causing damage to cars caught on CCTV, 2 thefts with 3,000 Euros stolen from Brockhouse Avenue. There were also 5 criminal damage including Briercliffe school with damage to the shed and stone thefts on Nelson Road but these have been returned. Windows have been damaged at Queen Street Mill and there was 1 Domestic violence related harassment. 50% of crimes were detected and only 1 crime was in the actual Parish.

Youth nuisance reports are down and a group by the bus stop will get parental visits.

Dave was thanked for his report.

(e) County Council Report

Following a useful meeting with the Head of Highways there has been little progress and Councillors cannot meet with Officers. The wall to Haggate will be repaired with ordinary paving stones and there has been confirmation that land

owners are responsible for hedges on highways, county will only cut and recharge if dangerous. A list of land owners is to be requested. Costs are to be sought for cutting the hedges and land owners are to be approached.

It was noted that the County is no longer considering 20mph zones and the Clerk of Cliviger will provide contact details for the speed van.

There have been reports of problem parking outside the school and the crossing patrol staff have received abuse. A body camera was suggested and details are to be passed to PCSO Dave Johnson.

The County Councillor will check the grant terms for an application to pay for insurance of a group using the Community Centre.

Cosi was thanked for her report.

(f) Borough Council Report

There was no Borough Council report.

17/18/044 Formally reconvene the Parish Council Meeting

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

17/18/045 Minutes of the last meeting

The minutes of the last meeting held on 17th July 2017 were submitted for approval as a correct record.

RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 17th July 2017 are approved as a correct record.

17/18/046 Matters outstanding from the minutes

Quiet Lanes and dog fouling will be dealt with next meeting. The safety review was covered earlier, further information is needed for the rat report and a company is to be sought. The lease costs are to be chased.

Quiet Lanes	RF
Dog Fouling	RF
Lease	Clerk

17/18/047 Clerk's Report including Administration – for information only

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

17/18/048 Updates and Reports (for information only)

Members of the Council

3 resident meetings have been held about the Woodland Walk and the Council are working with CVS to put together a funding application, funds are available from the Heritage Lottery and Lancashire Enterprise. 3 estimates are to be sought and to include the County Council. The Chair will provide a meter stick to measure pathways. The application will be included with the options appraisal for Queen Street Mill.

A garage rent is to be chased and a further rent payment to be checked. A Spreadsheet is to be set up for the Council Owned Garage Payments.

Spreadsheet	Clerk
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Community Centre Update

The trees and hedges have been tidied and the rendering has been completed, the board is to be covered.

Board

PV

Website

Website statistics were available, with 97 unique visitors and 301 page views.

Newsletter

The newsletter should be finished this week.

Calendar

The calendar are ready for sale.

Heritage Items

There was no report.

17/18/049 Finance

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

9.1.1	Clerk Salary - PAID	£404.05	SO
9.1.3	HMRC Clerk Tax July & August	£202.10	001299
9.1.4	Springwood - PAID	£30.00	001289
9.1.5	Smith Sutcliffe – PAID	£355.00	001290
9.1.6	P3 - Paid	£254.40	001291
9.1.7	Greenwoods Aug - PAID	£1,812.50	001293
9.1.8	Kirkwell - PAID	£792.50	001294
9.1.9	FWM - PAID	£107.88	001295
9.1.10	Nu-Age Calendar - PAID	£350.00	001296
9.1.11	A Kelly Flowers - PAID	£40.00	001297
9.1.12	Vantex Plaques – PAID	92.40	001298
9.1.13	Greenwoods Lengthsman PAID	£400.00	SO
9.1.14	Greenwoods Lengthsman Extra hours	£190.00	
9.1.15	Greenwoods Allotments	£465.00	
	Total	£655.00	001300
9.1.16	PWLB – Standing Order	£1,096.43	SO

RESOLVED: The bills outlined above are paid.

2. Income Received

9.2.1	Newsletter Adverts	£120.00
9.2.2	Key Deposits	£25.00
9.2.3	Council Owned Garages	£802.38
9.2.4	Calendar Advert	£15.00
9.2.5	Calendars Sold	£15.00
9.2.6	Allotment Rents	£32.00
9.2.7	Bank Interest	£0.08

3. Bank Balances to 31st August

▪	Current a/c –	£ 11,123.26
▪	Deposit a/c –	£ 9,220.35
▪	Petty Cash -	£ 66.40

▪ Garages -	£ 10,647.59
Total	£ 31,157.60

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.

16/17/050 To receive reports from Committees and consider the Recommendations

1. *Allotments Committee*

The Allotment Committee Minutes of the 4th August were noted and the recommendation contained within were approved. The Allotment Manager has retired and it was agreed to appoint Stephen Hayward as a temporary Allotment Manager until a formal decision can be taken.

Youths have flooded part of a pen and the tenant is to be advised to box the tap. Youths are playing in a shed and the tenant is to be asked to make the area safe.

Proposed dogs on leads signs were approved.

It was agreed to place a post at the side of the Recreation Ground to prevent vehicle access.

2. *Planning Committee*

There was no further report.

3. Finance and Strategic Planning Committee

The Finance and Strategic Planning Committee minutes of the 21st August were approved.

RESOLVED: That the Finance Committee recommendation to accept the review of the following documents is agreed:

- 10.3.1 Standing Orders**
- 10.3.2 Financial Regulations**
- 10.3.3 Asset Register**
- 10.3.4 Risk Assessment**
- 10.3.5 Publication Scheme**
- 10.3.6 Effectiveness Of Internal Audit**

16/17/051 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 providing a Halloween event from 4:00pm to 7:00pm on the 31st October in the Community Centre.

4. *Lengthsman Working Group*

Post is to be put on the Recreation Ground, the footpaths between Ellerbeck and Oakenbank, Lydgate and the Back of Harrison Street are to be included on the list, the garages are to be tidied and leaves swept.

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*

The group to be taken off the agenda as covered earlier in the meeting.

16/17/052 Matters identified for future consideration

There were no matters identified.

16/17/053 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.

16/17/054 The next meeting of the Parish Council is due to be held on Monday 16th October, 2017 to immediately follow the Planning Committee at 7:30pm.