



Briercliffe with Extwistle Parish Council

Virtual meeting held over Zoom due to Government Restrictions

Tuesday, 22nd September 2020

Present: Councillor Russell Hawkes (in the Chair), Councillors Adam Dack, Ben Eastwood, 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> |
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| <u>Parish Council Agenda</u> | | |
| 20/21/040 Apologies for absence | | |
| Apologies were given by Councillor Simon Dack who was away, Councillor Nick Higham who was unwell, Councillor MacIver who was working and Councillors Roger Frost and John Stewart who weren't able to access remote technologies. | | |
| RESOLVED: That above apologies and reasons given are approved. | | |
| 20/21/041 Declarations of Interest / Code of Conduct | | |
| There were no Declarations of Interest. | | |
| 20/21/042 Formally adjourn the meeting to allow for public participation | | |
| RESOLVED: That the meeting is adjourned to allow for Public Participation. | | |
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| (a) Police Report | | |
| The written Police report was read out and is attached. Speeding is a problem and has been reported to the Police. | | |
| (b) Calico Proposals Royal Court | | |
| A meeting has been held with residents and the CEO of Calico. Proposals to address some of the issues were discussed and agreed to, and further considerations are being looked into. | | |
| (c) Public Questions | | |
| A request from the MP regarding an allotment plot has been responded to and the issue is now closed. | | |
| (d) County Council Report | | |
| The County Councillor report was read out and is attached. | | |
| (e) Borough Council Report | | |
| The Borough Councillor Report was read out and is attached. | | |
| Everyone was thanked for their reports. | | |
| 20/21/042 Formally reconvene the Parish Council Meeting | | |
| RESOLVED: That the meeting is formally reconvened for Parish Council Business | | |
| 20/21/043 Finance | | |
| 1. Accounts to be approved for payment. Additional bills included. | | |
| 1.1 Clerk Salary | £432.88 | SO Paid |
| 1.2 S. Watson Clerk Back Pay | £339.85 | #001573 |
| 1.3 HMRC | £108.22 | |
| HMRC Back Pay | £37.41 | |
| HMRC TOTAL | £145.63 | #001574 |
| 1.4 GSA Gardening | £1,430.00 | #001575 |
| 1.5 GH Ecology | £75.00 | #001576 |
| 1.6 PWLB Repayment | £1,096.43 | Direct debit |
| 1.7 J Durkin | £tbc | #001577 |
| 1.8 Petty Cash | £122.22 | #001578 |
| 1.9 P3 | £90.00 | #001579 |
| RESOLVED: The bills outlined above are paid. | | |
| 2. Income Received | | |
| 2.1 Garage rents | | £1,135.44 |
| 2.2 Allotment Rents and deposits | | £112.11 |
| 2.3 Bank Interest | | £0.04 |

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| <p>3. <i>Bank Balances</i></p> <ul style="list-style-type: none"> ▪ Current a/c – £20,774.65 ▪ Deposit a/c – £ 2,932.36 ▪ Petty Cash - £ -122.22 ▪ Facebook Boost - £ 100.00 ▪ Garages - £15,227.17 Total £38,911.96 <p>The amended bank balances were noted and corrected. The budget monitoring report, petty cash report and bank reconciliations were circulated. Petty cash will be returned to £100 and is depleting due to payments for Weebly to publish the meeting videos and Zoom to allow residents to attend meeting, both requested by residents.</p> <p>Empty garages are to be prioritised to increase income.</p> <p>It was explained that the contract work is being recorded against the Lengthsman Headings for cross year comparison purposes and the fact the Lengthsman budget was approved by Council.</p> <p>Councillor MacIver is to be asked to run a report for unpaid allotment and garage rents, none payment will result in a termination of the tenancy.</p> | Report | DM |
| <p>RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted.</p> | | |
| <p>It was agreed to transfer £14,000 from the garage account and £2,000 from the current account into the Business Reserves Deposit account.</p> | | |
| <p>20/21/044 Minutes of the last Parish Council meeting</p> | | |
| <p>To approve, as a correct record the minutes of the virtual Parish Council meeting held on Tuesday, 21st July 2020.</p> | | |
| <p>RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting, on the 21st July 2020 are approved as a correct record and will be signed as such once Government restrictions are lifted.</p> | | |
| <p>20/21/045 Matters outstanding from the minutes</p> | | |
| <p>The minutes of the Rural Chair’s meeting regarding the Landrover are attached.</p> <p>The LCC road campaign has been published on the website and the Policies will be discussed at the next meeting.</p> | | NH |
| <p>20/21/046 Clerk’s Report including Administration – for information only</p> | | |
| <p>The correspondence was noted. The ecological survey was noted and deemed very comprehensive, it outlined that the area is not suitable for daffodils or bluebells.</p> | | |
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| 20/21/047 Updates and Reports (for information only) | | |
| Members of the Council | | |
| <p>The Chair's report was circulated and is attached.</p> <p>Plans for a more Covid safe Remembrance Sunday event had been under development with Fr. Paul Payton (St James) with a possible relocation to the memorial at St James to allow for improved social distancing. However due to the now extra restrictions in place, the three Churches in Briercliffe have been contacted and a recommendation discussed with Church representatives to cancel the event. This has now been approved by Councilors tonight so there will be no Briercliffe Remembrance Sunday event this year. It was suggested the Memorial gates could be left open to stagger private wreath and cross laying opportunities but this could be a source of cross contamination. (RBL). (Remembrance Sunday report list attached)</p> <p>Spar delivery complaints from Talbot Drive and Shore Avenue have been reported to the transport company who will ensure instructions are reinforced and there hasn't been a problem for a couple of weeks. (Meeting report attached)</p> <p>A thank you letter has been received from Briercliffe Football Club for the Community Grant.</p> | | |
| <p>A resident leaving their wheelie bin in the middle of the road has caused an accident with a cyclist and is to be contacted to move the bin.</p> <p>The Noticeboard is to display the work of the Council to counter the negative comments being made on Social Media, this will be put on the website as well.</p> | | BE SW RH |
| <p>There has been a change of plan for the Woodland Walk to have more local wild plants. The project is for 3-7 years and seeds will be sourced locally. Volunteer groups have been cancelled due to covid.</p> <p>Haggate Church have raised £550 for local projects and following discussions and suggestions such as a foodbank and the football club, it has been agreed to provide a heritage board at the viewing platform on the Woodland Walk.</p> <p>The new Christmas lights are to be installed in the next few weeks.</p> | | RF (PV) PV (SD) |
| Community Centre Update | | |
| <p>The Community Centre is still closed and no bookings are being taken, renovations works have been circulated.</p> | | |
| 20/21/048 To receive reports from Committees and consider the Recommendations | | |
| <i>2. Planning Committee</i> | | |
| <p>10.1.1 HOU/2020/0374 – Single Storey rear extension with 2 storey side extension over existing car port area, 4 Christleton Close.</p> <p>10.1.2 OUT/2020/0255 – Demolition of existing mill and redevelopment for residential purposes including details of access (other matters reserved), Walshaw Mill, Talbot Street</p> <p>10.1.3 FUL/2020/0290 Conversion of existing 2 storey house in to 2 apartments, 1 on each floor, 122 Burnley Road Briercliffe</p> | | |

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| A response has been sent with regards to application OUT/2020/0255 with the same objections to the previous application and concerns about parking on Burnley Road. There were no further comments. | | RF (PV) |
| 20/21/049 To receive reports from Working Groups – for information only | | |
| 1. Allotment Working group | | |
| There has been 1 new application; 15 are waiting for a garden, 18 for a pen, 19 garages and 7 for containers on the waiting list. There have been no new tenants and a further application for a garage has been received. Tenants have requested inspections and this will be carried out on Monday. | | AD |
| The Self-Management proposal has not been responded to after a number of months and reminders sent. This initiative has now been taken off the table. | | |
| The Paid Allotment Manager proposal was considered and, although it seems a lot of work, it was agreed to advertise the post locally. | | RH SW |
| Fence repairs have been identified and the last few measurements are being taken. | | AD |
| 3 companies have been asked to quote for asbestos, 2 have visited but only 1 has quoted to date. It was agreed to get tester kits to identify the type of asbestos and whether it requires professional removal. | | |
| The new BAGS Hut tenancy has been sent out but no reply has been received and a social media post has been made suggesting the Council is trying to close the BAGS Hut. A reminder is to be sent with a deadline of 4 weeks to return the tenancy with the accounts and stock list. | | |
| The remaining transferring tenants will be sent new tenancy agreements. | | SW (AD) |
| 20/21/050 Matters identified for future consideration | | |
| There were no matters identified. | | |
| 20/21/051 It was agreed that the next virtual meeting of the Parish Council will be held on Tuesday 20th October 2020. | | |
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| BRIERCLIFFE AREA 21st July – 25th August | | | |
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| INCIDENTS REPORTED - 148 | | | |
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| NO | TYPE OF INCIDENT | LOCATION | DETAILS |
| 2 | Vehicle crime | Granville Street | Damage to a wing mirror |
| | | Granville Street | Damage to side of vehicle by a trolley |

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| 2 | Thefts | Burnley Road | Bike taken from roof of parked up vehicle |
| 0 | Burglary's | | |
| 39 | ASB | Burnley Road Queen Street Briercliffe Road | Speeding vehicles Youths gathering in groups Youths throwing items |
| 1 | Criminal Damages | Burnley Road | Smashed window |
| <ul style="list-style-type: none"> • The main reports relate to ASB issues in the Queen Street area whereby youths have been gathering. • Also Reports of vehicles speeding along Briercliffe Road. • Youth issues on Burnley road near to the Spar and Eastern delight. • In terms of crime being reported it is similar to last month. • Attention to be carried out to the Picnic site on Halifax road Briercliffe and Haggate, we have been made aware of speeding cars travelling though up to the picnic site. • In relation to the Police Land rover PCSO Hudson will be par taking in the 4X4 police vehicle test soon and hoping to use the vehicle more in and around Briercliffe. | | | |

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| BRIERCLIFFE AREA 25th August – 20th September | | | |
| INCIDENTS REPORTED - 111 | | | |
| NO | TYPE OF INCIDENT | LOCATION | DETAILS |
| 1 | Vehicle crime | Burnley Road | Theft of vehicle |
| 1 | Thefts | Halifax Road | Isolated incident |
| | Burglary's | | |
| 20 | ASB | Halifax Road Briercliffe Road | Gathering Youths gathering and throwing stones |
| 1 | Criminal Damages | Queen Street | Electricity box damaged |
| <p>A noticeable decrease in calls to Police compared to the last report.</p> <p>ASB still occurring within the Queen Street and Briercliffe Road area.</p> | | | |

Vehicles speeding up Briercliffe Road and into the Halifax Road area.

County Councillor report

QSM – Due to complications I am not hopeful that the Mill will be open in the way we wished but at least much of the physical work which was necessary has been done. Other issues have, of course, arisen but we are getting there.

I am in discussions with various bodies in a search for monies for Borough wide flytipping cameras. As you know there are certain areas in Briercliffe where this problem is not just a blight on the landscape but on farming businesses and livestock welfare. The complications associated with this project are myriad, not least the bleakness and isolation of the spots these bits of kit would need to be deployed. Covert cameras on a barren moor are somewhat easy to spot! However, we'll get there I am sure.

I am waiting to hear back from Lancashire Road Safety Partnership with regard to speeding on the rural roads.

That's it for now but, as ever, please do email me with anything you want taken up.

Regards
Cosima

Briercliffe Parish Council Borough Councillors' Report - September

There are continuing issues with rubbish being dumped at various sites across the parish. These are reported and cleared as soon as we know about them. The restrictions on the recycling site re types of rubbish may be adding to the problem.

There still appear to be issues being reported regarding the new providers at the Briercliffe Surgery. Maggie has arranged to meet the new practice manager next week to discuss the things we have heard about, to re-constitute the Patient Participation Group and to start the process of getting them to do a newsletter.

It was with great delight we all saw the white lines being repainted at the Haggate crossroads having spent years asking for this to be done. We are also seeing white line renewal elsewhere in the area as well.

We hope everybody is aware of the Covid 19 Testing Centre down in town by Tesco . This is open from 10.0 am to 3.0 pm each day including weekends and you do **not** need to be showing symptoms in order to get a test and there is no booking system. Just turn up and get it done. Burnley is doing better than all other areas in Lancashire for testing - 358 tests done last Tuesday for example. The more testing the better we can identify where the virus is - the evidence is that it's currently in all areas of Burnley. That's why there was a pop up testing site in Padiham last week as well. The virus is still active in Burnley, so testing and then working to stop the spread is the best way to keep people alive and well and help our town back to work.

The Burnley Community Hub continues to work. Services and advice are available at the end of the phone. Donations for the food bank are always welcome and the Hub will continue doing its work for the foreseeable future.

Maggie has been working on the wider plans to help Burnley's community and economy to recover from the pandemic and they are being publicised shortly. She will be very pleased to hear any ideas or comments from Briercliffe residents.

We're very pleased to see the two initiatives by Briercliffe Community Hub with the Friends of Queen Street Recreation Ground and the Neighbourhood Watch. As already offered, if there's anything we can do to help please let us know.

Speeding cars and ground of youths have been a problem recently and our local police are aware of it. Please ring them and report any problems.

We have been worried about the reports of damage to the play area at the Rec. A Council officer visited the site and was informed by a member of the public that some older children have been dismantling the dry stone wall near the play area and dropping the large stones onto the platform, which has led to the near collapse of the deck over the last weekend. The equipment has now been taped off and signs put up asking people not to use the equipment. By the time of the Parish Council meeting, the necessary repairs will have been completed.

Councillors: Anne Kelly

Gordon Lishman

Maggie Lishman

Rural Parish Meeting

Wednesday 29th July 2020

Present: Councillors Russell Hawkes, Mark Jkinson and Cosima Towneley

Others: Steve Watson (Clerk) and Sgt Phil Ellis

It was asked if the Landrover was worth repairing and it was agreed that it was. Pendle has its own rural vehicle but Burnley does not have one, other than the Parish Landrover. Phil agreed to check how Pendle funded their rural vehicle.

The necessary repairs have now been identified and the police are trained to drive the vehicle. The vehicle is now back on the road. PCSO Mark Hill is to be dedicated to Briercliffe, Cliviger and Worsthorpe, returning the Parish to the same position as 2 years ago. The Landrover will be dedicated to Mark when he is on duty and Mark will be dedicated to the three parishes.

There is a new initiative for messages called Lancashire Talk.

4 to 5 PCSOs will be trained to drive a 4 x 4.

Mark will report on the use of the vehicle each month, Sharon Barnes and Dave Cousin from Queensgate will be back-ups as they know the rural areas. Mark will try to attend one of the 3 Parish meetings each month in turn to provide a report.

All three Councils agreed to continue to fund the Landrover maintenance.

Chair's Report

As you can see from this in-exhaustive reversed chronological list my days can often be taken up with BPC related matters, even when other Councillors are more directly involved... I tend to have a handle on, and be involved at some level.

- Discussion with Neil ... (Scouts) regarding WW bulb planting
- Scanned Football Club Lease for Solicitors copy... Leases exchanged
- Prep for Meeting 22nd Sept – draft agenda/ collecting and collating communications/ payments and required cheques
- Calico Meeting 16:45 15/09/2020
- Benching – James Durkin update? 15/09/20
- Replied to Gary Howell Re: WW plan – directed to PV lead Councillor
- Updates to FB and Website: Litter Pick and the GB September Clean / Update to Sept. Meeting date
- Reported to Burnley Borough Council (Environmental) - A whistling alarm/machinery sound somewhere on Heasandford industrial estate - reference number is SSASB249103066 11.25am Sun 13th Sept
- Discussion with Gordon Atkinson Re: Winter Planting
- Remembrance Update – info relayed by BC A Kelly
- Sent GSA list of plants/bulbs for Winter Planting so that he can source/ order and plant up before the end of October
- Meeting with Gareth Branthwaite Tue 8th Sept 11am at the SPAR RE: delivery lorry
- Discussion about one off jobs with Gordon GSA evening 7th Sept
- Update Call SW: Tenant reply “matter closed” /Allotments –legalities for work on plots (AD)/ Remembrance – only 30 people allowed by invitation...service at St James- wreaths moved at a later stage to Bowling Green / upcoming agenda discussion: invoices (Garry Howell WW)/ wording for public questions and organising public attendance/ participation/ and other issues...
- Update Call PV – Parish jobs needing doing/ Remembrance
- Update Call with Adam Dack –tenancy termination and adjacent allotment reclaimed/ GSA clearance and creation of 3 new long plots/ also about needing written complaints rather than anonymous discussions...
- Replied to Gary Howell about his advisory report and invoice – sent to SW to distribute to all Councillors and PV.
- Reply from Haulage company stating what drivers are supposed to do – and are not. So I have asked for a positive resolution by the 15thSept meeting 03082020
- Spar lorry Haulage Company not replied to second email so sent third email to SPAR THEY can “escalate the issue further” (as suggested in their last reply) as I have not had a reply to the first by the haulage company...02/09/2020
- Sale of 6 fence posts £19.50 collected
- Reminder text sent to James Durkin re: ongoing Bowling Green bench job 02/09/2020
- Email to Garry Howell WW addressing his info and questions
- Legal – G Carney request meeting with surveyor 25th Aug– land ground rent
- Bug Hotel Signs – as some Allotment tenants are helping themselves to burn the logs used in these habitats (PV)
- Cheques made up for Invoices – GSA/ White House(land Rover)/ HMRC

- Gary H. WW meeting (24.08.2020 10am Garry/ Gordon/ Elliot/ Roger/Pam/ Me)
- Discussion PV (confidential)
- Discussion Burnley Borough Council (confidential)
- Discussion SW (confidential)
- Coordinating Calico update with residents / collating and sending responses to proposals 19/08/2020
- Reported (again) fallen street sign to Streetscene 18/09/2020 (email)
- Spar lorry Haulage Company sent second email as I have not had a reply to the first...18/08/2020
- Update requested of James D. RE: Benching – new bench had to be ordered as they didn't have a left over from the WW. JD will be assessing Bowling Green bench project Wed 19th Aug and will get back to me.
- Discussion with Borough Councillor Anne Kelly re: Remembrance Day (Covid worries)...
- Gordon/Elliot WW work completed update and mentioned inv. to meeting with Gary H. (24.08.2020 10am Gary/ Gordon/ Roger/Pam/ Me)
- SD "Contractors" update.
- Pam update WW- grant, meeting with Garry H./ (benching)
- Visited outside my home by Tenant (discussion confidential)
- Coordinating Calico update with residents and collating responses to proposals
- Bowling Club visit (x2) – Benching (Contractors) and tree situation (PV /Brian) – emails sent to treasurer for clarification.
- PC Notice Boards – updated (PV)
- **Discussion regarding Bowling Green benches (GSA)... update about James Durkin to do the job after prior discussions that (BE) thought Gordon may not be able to fit the job in...**
- **Ways forward discussion re: Benching (BE)**
- **Katherine Foley (Email/ Text and Phone conversation) Asking for the alley way behind Rockwood Close to be cleared by the PC Lengthsman – explained it's effectively a back street and she should contact Lancs or BBC (as we only cover a few "footfall ginnels" from street to street).**
- Tina Etherington (applied May 2020) phone conversation explaining the long waiting times for a pen and how to find out about waiting lists on our PC website.
- Allotments – Fencing/Gate BAGS discussion prompted by phone call by JG in relation to letter sent to tidy up growth. (Passed on to SW/AD)
- BCH ASB Police Meeting 1pm (BCH BCFC Lease completion and Grant hand-over)
- The Bowling Green Bench Project and WW path maintenance again 8am James Durkin meet-up
- Spar lorry delivery problem- Return email 07/08/2020 from SPAR directing me to the haulage firm (who I have already contacted but who have not got back to me).
- Reported fallen street sign to Streetscene 06/09/2020 (phone)
- Planning concerns (Burnley Council) emails
- RSPCA issues on allotment pens, emails/phone calls/ WhatsApp to and from tenants/ officers
- Organising a Police visit to the allotments (weapon collection)
- Spar lorry delivery upsetting residents – discussed and email sent to SPAR and Haulage company 06/08/2020
- Promoting ginnel work online and extra parishioner requests/ calls from contractor – dog mess issue
- The Bowling Green Bench Project and WW path maintenance – (Durkin meeting)
- Asbestos related (PV went to meet contractor for quote as I couldn't make it to the spontaneous unscheduled meet-up)
- Started collating BCH lease signatories and change of address (BCFC)

- Sorting out land ownership and clarifying responsibilities – BCH (BCFC) lease allows charging for published football matches... emails Burnley Council/ BCH
- Land Rover (Online) Meeting
- GDPR related letter from tenant and reply organised NH/SW
- Parish Land discussions (solicitor/ SW)
- Contractor related - payments
- Meeting Minutes approval (edits)
- Meeting video processed and published online
- Calico related communications and meetings
- Thursden Avenue access/egress problems – Police
- Allotment Waiting List Data updates (Excel and online)
- FB and Website updates – jobs done/ Borough Councillor updates

Remembrance Sunday Report

Before The Rule of 6

- Discussion with Borough Councillor Anne Kelly re: Remembrance Day (Covid worries)...What are Town Councils doing/not doing.
- Remembrance – only 30 people allowed by invitation...outdoor service contingency organised to move to St James Churchyard Memorial (more space for social distancing) agreed by Fr. Paul Payton... wreaths moved at a later stage to Bowling Green Memorial.

...and current updated COVID situation

- Remembrance Update Town Council and Royal British Legion – info relayed by BC A. Kelly 18/09/2020
- RH Discussion with 3 Briercliffe Church representatives – conclusion: regrettably there will be no public outdoor memorial service this year.

Reasons – we have no way of limiting public attendance which could have possible moral and legal ramifications... We should not promote a situation where people congregate allowing the virus to be spread and Covid Laws/restrictions to be breached.

Spar Delivery Meeting Report

Gareth Branthwaite from James Hall Haulage MEETING 11am 8th Sept:

- According to the route instruction sheet, drivers should back in from the main road onto Talbot Street and then swing round directly into the delivery area behind the Spar.
- If the above is not possible, they then try to drive onto Talbot Street past the entry to the car park/delivery areas and back round from there...but this is not optimal as there are blind areas which the driver simply cannot see.

Failing these two options it may be, on occasion, necessary for the driver to drive down Talbot Street, Talbot Drive and then back into Shore Avenue so that it can position itself back at the top of Talbot Street

and pivot/turn on the road marked with yellow lines...effectively returning to the default delivery instructions.

The Lorries are not using the Shore Ave route as a means to escape the area onto Burnley Road which could otherwise be attained via the turning circle.

Mr. Branthwaite will make sure delivery instructions are reinforced with All drivers and he will send out a Health and Safety Officer to survey the area and make updated recommendations... (In the distant past the lorry has been able to deliver by turning onto the street leading to "The Conifers" and into the delivery area/car park from that direction...but at present the height of a wall would prevent this... as do the vehicles parked either side).

Mr. Branthwaite also conceded that if the noise of refrigeration is an issue to residents, drivers could be instructed to switch it off whilst having (on occasion) to use the Talbot Street/Drive and Shore Ave option?

For local services which need daily fresh deliveries, it is simply not possible at present to say that the use of these previously mentioned residential roads not be an option.

Mr Branthwaite is available to field questions and provide direct answers to those residents affected.