

Parish Councillors are summonsed to attend the next Briercliffe with Extwistle Parish Council meeting which will be held on Tuesday, 21st May 2019 at the Community Centre, Jubilee Street at 7:30pm immediately following the Annual Parish Council Meeting

All members of the public are invited to attend



BRIERCLIFFE WITH EXTWISTLE PARISH COUNCIL

A G E N D A

Tuesday, 21st May 2019

7:30pm

Welcome

- 1. Apologies for absence and reasons given**
- 2. Declarations of Disclosable Pecuniary Interests**
 - 2.1 Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting.
 - 2.2 Declaration of interest forms
- 3. Formally adjourn the meeting to allow for Public Participation**

PUBLIC PARTICIPATION

- (a) Calico Royal Court** – Email sent regarding Parishioner complaint about grass cutting, reminder regarding old signage and personal observation about fencing issues on the top path - **Update if available**
- (b) Public questions submitted in advance in writing** i) King Street Parishioner email complaint – The PC has no powers to intercede but has passed on this complaint and prior information gleaned at PC meetings to CC Cosima Townely and and BC Anne Kelly/Maggie Lishman/ Gordon Lishman.
- (c) Public Questions at the Chair's discretion**

Briercliffe with Extwistle Parish Council regrets that at the forthcoming Meeting of the Council there will be restricted opportunity for spoken Public Questions. Any member of the public who has a question is advised to submit this in writing, 3 clear days in advance, to the Clerk and a response will be provided at the meeting. The Council respectfully reminds residents that any questions referring to specific individuals or Council employees, Councillor Conduct or legal decision already taken by the Council will not be answered. Questions at the meeting will be dependent on the Chair's discretion, noted and a written response provided after the meeting or at the next meeting. Questions will be taken on rational issues that affect the Parish only.
- (d) Police report** – letter sent asking for clarification as to which PC's and PCSO's are assigned to the Parishes of Briercliffe (Worsthonre and Cliviger) - awaiting reply...
- (e) County Council Report**
- (f) Borough Councillor Reports**

4. Formally reconvene the Parish Council Meeting

5. Minutes of the last Parish Council meeting

- 5.1 To approve, as a correct record the minutes of the last Parish Council meeting held on Tuesday, 16th April 2019.

6. Matters outstanding from the minutes as listed

- 6.1 Rats behind Church – CC CT
6.2 Publish response – On our Noticeboard section of the Parish Council Website...please not this will not be a regular monthly thing- RH
6.3 Royal Court signs – Email reminder sent to Lisa Bell (calico) on this and other issues RH
6.4 Timer for Water?
6.5 Surveyor – To contact Paul Sconce regarding site survey costs leading to drafted lease and ensuing final solicitor costs RF
6.6 Online access – SW/RH/BE/AD to be given access regarding Allotment/ Garage & Container Rents DM to remain main data “custodian.”

7. Clerk’s Report including Administration – for information only unless stated

Burnley Council AGM invite
LCC Public Rights of Way
HAGS Catalogue

8. Updates/reports – for information only unless previously identified and included on the agenda

8.1 Chair’s Report-

i) Allotment Rents – all but 3 tenant letters were posted - 7th April.

Where there have been inaccuracies data has been corrected when people have been in touch with me and new rent invoices hand posted or personally emailed. I and Adam will continue to look into tracking these down and those who have not yet paid according to bank statements for Standing Orders and/or nothing physically received by SW (Clerk).

ii) Allotment viewings undertaken...Welcome to 3 new allotment tenants - paperwork/ payments completed by 7th May – 2 pens and 1 garden let. 9 remain on the Garden Waiting List / 6 waiting for a pen/ 11 for garages (BE now main contact for all Garage related issues) and 4 interested in containers.

**** There is much happening on and around allotments - I have dealt with 55 related emails, 34 texts and 9 phone calls and quite a number of face to face conversations since the start of May!****

iii) PC Dan Healey has been in touch regarding the fire to say “At present we have conducted some but not all interviews as we are having to interview at specific times around school times and Police duty times. Once all have been completed we will update in due course.”

iv) Football Club Lease update – Original lease has now been “signed off” by one of those named on it and passed to our solicitor who is underway with a draft lease for councillors who will consider then take to the proposed new tenants BCH.

v) Police Landrover update and 6 month review.

8.2 Members of the Council

8.1.1 Councillor updates and feedback

8.1.2 Community Centre Update

8.2 Heritage Items

9. Finance

9.1 Accounts to be approved for payment

9.1.1	BHIB Insurance	£435.03	001457 Paid
9.1.2	Smith Sutcliffe Allotment Tenancies Legal Advice	£600.00	001458 Paid
9.1.3	Holland House Nursery Hanging Baskets & Plants	£5336.40	001459 Paid
9.1.2	Clerk Salary	£432.88	SO Paid
9.1.2	HMRC	£108.22	001460
9.1.3	Durkin Landscapes	£2,400.00	001461
9.1.4	Lanlee	£87.88	001462
9.1.5	Waterplus	£394.95	001463
9.1.6	Greenwoods Lengthsman	£848.00	001464
	Greenwoods Allotments	£425.00	001464

9.2	Income	
9.2.1	Precept	£22,500.00
9.2.2	Maintenance Grant	£1,777.00
9.2.3	Garage rents	£637.05
9.2.4	Allotments	£5,134.56
9.2.5	Hanging Baskets Sales	£4310.00

9.3. Bank Balances

▪	Current a/c –	£29,411.56
▪	Deposit a/c –	£ 2,925.45
▪	Petty Cash -	£ 32.52
▪	Facebook Boost -	£ 100.00
▪	Garages -	£ 5,797.05
	Total	£38,266.58

- 9.4 a) Budget Monitoring Report and Bank reconciliations
 b) Petty Cash Report
 c) Payments and Receipts List

10. To receive Reports from Committees and consider the Recommendations

10.1 Planning Committee

10.1.1 **APP/2019/0119** – Proposed erection of one detached two storey (5 bedroom) dwelling, rear of 31 Walverden Road

10.1.2 **FUL/2019/0182** – Proposed conversion of single storey detached garage to granny accommodation with a porch extension, Higher Cockden Farm Cottage Todmorden Road

11. To receive Reports from working groups – for information only

1. Allotment Working Group – handed out at last meeting, published on web page and facebook page. No one has shown interest as yet...
2. Co-options Working Group update Councilors wish to thank the WG for their deliberations. They have read through the working groups recommendations. Adaptations have been deliberated on, shared via email amongst all Councilors and initial policy edited/redrafted. Propose vote to accept amended policy...

12. **Date of next meeting -** The next meeting Tuesday 18th June 2019 at 7:30pm in the Community Centre, Jubilee Street.