



## Minutes of the Meeting held on Monday 7<sup>th</sup> October 2024

**The Clerk opened the meeting at 7.00pm**

### **Present**

Clerk Adele Waddington

Councillor Ann Holmes

Councillor Mark Watts

Councillor Andrea Beswick

Councillor Jonathan Wiggins

Councillor Lester Spencer

Councillor Philippa Osborne

Councillor Eleanor Jolley

Councillor Malcolm Pate

**Also in attendance:** County Councillor Jenny Purcell, Borough Councillor Sarah Cockburn-Price, 4 residents

It was resolved that Cllr Holmes would chair this meeting in the absence of Cllr Hodgson.

**Apologies accepted from:** Chairman Barry Hodgson, Councillor David Barritt

**Minutes** - It was resolved that the Minutes of the Meeting held on the 3<sup>rd</sup> September 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – None

### **County Councillors Report**

- Cllr Purcell advised that all items outstanding have been put on report and that there is a Full Council meeting soon where she will lodge a formal complaint for the lack of completion of outstanding items.
- The wall at Spring Garden Villas has not been repaired by the planned date of end of September 2024.
- Lancashire County Council's response advised they would not consider the request to replace the tarmac with stone edgings at the bus terminus. It was resolved that this would not be pursued at a cost to the Parish Council.

### **Borough Councillors Update/ Colne and District Committee**

- Cllr S Cockburn-Price advised that the planning permission for Peter Laithe Farm had been passed after revised plans were submitted.
- Cllr S Cockburn-Price has visited Slack Booth as the planning application has been referred to the Colne and District Committee meeting. This application also highlighted that, if any trees are removed, they do not have to be replaced unless that tree is subject to a Tree Preservation Order. Cllr S Cockburn-Price feels that this should be considered as a policy in the upcoming review of the Neighbourhood Plan.
- Cllr S Cockburn-Price asked Councillors to consider further spring bulb planting for 2025/6.
- Cllr S Cockburn-Price has responded to the proposed National Planning Policy Framework changes and these changes need to also be considered as part of the revision of the Neighbourhood Plan.
- It was resolved that the next Grot Spot Walk would be on Saturday 2<sup>nd</sup> November at 10am, meeting at Lachman Road.

### **Community Centre Trustees update**

The Chair of Trustees gave a written report to the Clerk which included; the commemorative trees have been planted behind the library; the trustees have been informed that the Post Office has withdrawn subsidy for outreach services and that the current operator may withdraw the service. They are exploring ways to continue operating the service; concerns were expressed that the building at Ball Grove may provide competition for the Community Centre, once it is up and running, but we will work closely with the Trustees to work on a joint plan when needed; the 10<sup>th</sup> anniversary celebration on 5<sup>th</sup> October was successful. The Chair of Trustees thanked the Clerk and Councillors present for their support on the day.

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### **Residents Issues**

Four residents attended the meeting to raise concerns about the new telephone masts that are being erected, they raised concerns about the introduction of parking restrictions proposed by Lancashire County Council and were interested to hear about the proposals for a 20mph speed restriction in the village.

### **Trawden in Bloom**

- Budget figures noted.
- Councillors noted that the majority of the repairs at the Millennium Garden have been completed.
- Councillors noted that the funding for the polytunnel has been received from the Borough Councillors and they were thanked.
- Councillors noted the latest minutes of the Trawden in Bloom meeting.
- It was resolved that the £75 for 5 people to attend the North West in Bloom prize giving would be approved.
- Councillors noted that there was an additional cost for the installation of the polytunnel that was covered by the group.
- Cllr Beswick asked whether Trawden in Bloom could put more of the circle stickers on the planters so people are aware who carries out the work.
- Cllr Beswick asked that the plaque on the Jubilee planter be re-done as it has faded.

### **Ball Grove**

- Councillors noted that the funding for six fruit trees for a community orchard has been received.
- Councillors noted that the goal post has been installed.
- Councillors noted that the Lengthsman has completed the works to create the paths at the corners of the car park and dig out at the side of the building.
- Councillors noted that the boot cleaning device has been purchased and installed.
- It was resolved that the Grounds Maintenance for Ball Grove would be put out to tender.
- Councillors thanked the Clerk and noted that she has negotiated a better tariff for the gas and will save approx. £660 per year.
- It was resolved that an 'Area of Responsibilities' document be produced so that Pendle Borough Council (or whoever does the grounds maintenance), Friends of Ball Grove and the Parish Council are aware of their responsibilities regarding works and maintenance on the park.
- Councillors noted that the annual play area inspection report has been received and a few issues have been raised with the climbing apparatus/slide. It was resolved that the ropes on the climbing frame will be replaced at a cost of £285.08 + VAT.
- Councillors Pate and Jolley sent their apologies to Friends of Ball Grove for not attending their last meeting. The Clerk to pass these on.
- It was resolved that the Clerk write to the café tenant again to ask that they use the car park rather than parking near to the building. Any costs incurred with reinstatement of the verge may be passed to the tenant if they continue to park here.
- It was resolved that the Clerk will ask Friends of Ball Grove to repair the steps from the Keighley Road car park.
- Councillors noted that the ownership of the electricity charges is currently in hand and it was resolved that the Clerk will deal with the electricity bills and re-charging to the tenant going forward.

### **Updating the Neighbourhood Plan**

Cllr Osborne has sent the documents to the Clerk, but with the changes to the National Planning Policy Framework, the work needed on our plan needs re-thinking. It was resolved that this would be added to the November agenda where the suggestion of a working group will be put forward.

### **Maps of the Parish**

It was resolved that the Clerk will purchase one Amazon Fire tablet to be used in meetings for looking at maps and other documents as required.

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### **Proposed Waiting Restrictions**

- It was resolved that the proposals put forward for waiting restrictions at the top of Church Street, double yellow lines on the corner of Boulsworth Drive and Lanehouse Lane and at Lanehouse and Hollin Hall be supported. The Clerk will contact Lancashire County Council and advise of the Council's decision. They will then do the necessary consultations before any firm decision is made.
- Councillors considered the proposals put forward by Pendle Borough Council's Engineer that a 20mph speed limit should be introduced in Trawden. It was resolved that this proposal would be supported. The Clerk to contact the necessary authorities to advise of this. It was also resolved that the Parish Council would contribute £2500 towards new signage for this project.

### **Recreation Ground Transfer**

- Councillors noted the minutes of the last sub-committee meeting.
- The proposed consultation documents for the Public Spaces Protection Order and for the users of the Recreation Ground were agreed in principle. Councillors Jolley and Osborne, respectively, to amend wording where required before publication.
- It was resolved that Councillors would do physical consultations on one Saturday, one weekday morning and evening. The Clerk to create a table for Councillors to complete to advise when they will cover the sessions.
- It was resolved that the collection of data of users of the ground be added to the consultation document.

### **Christmas Lights Switch on.**

Councillors filled the necessary gaps and the event proposal form was approved.

### **Donations**

It was resolved that £300 be donated to the Church Clock, Friendship Group, Mountain Rescue, North West Air Ambulance and to Colne Youth Action Group for their homework club.

### **Remembrance Sunday**

- It was resolved that Cllr Holmes will lay the wreath on behalf of the Parish Council.
- It was resolved that Cllr Watts, Mrs Watts, Cllr Holmes, the Clerk and Mr Smith marshal the event.
- The road closure application is to be submitted imminently. The Clerk is confident that this will be approved.

### **Victorian Toilet**

- It was resolved that some green mesh netting should be installed on the Victorian Toilet to stop debris falling in to the structure.
- It was resolved that the Clerk ask Leo Brightley to dig a small trench around the Victorian Toilet so water runs into the highway gully.

### **Footpath from Back Lane to Trawden School**

It was resolved that the Parish Council would support the installation of a new drain on the footpath from Back Lane to school and contribute £1000 towards the project to alleviate the flooding issues.

### **Parish Council owned benches**

It was resolved that the Clerk would ask Leo Brightley to paint the Parish Council owned benches black, as identified in the recent survey.

### **Waste bin on Harambee Surgery Garden**

It was resolved that this waste bin be removed, but the area to be monitored for the next six months. If there is an increase in littering, it will be reinstated. The Clerk to confirm this to Pendle Borough Council.

## Tree Inspection

It was resolved that the tree works, as identified in the recent survey by Bowland Tree Consultants be put out for tender.

## Planning Applications

**APPLICATION: 24/0628/HHO PROPOSAL:** Full: Erection of a conservatory to side of dwelling. AT: Rockfield Stunstead Road Trawden. Response: Councillors have no objections to the proposals within this application

## Correspondence

- Councillors noted that the footpath near to the Pump House in Wycoller will remain closed for a further 12 month or until the necessary repairs have taken place.
- Councillors noted the response from Inspector Grey regarding the disappointment that the Parish Council felt when travellers accessed Ball Grove when the bollards were locked.

## Councillors noted the items below:

- Clerks' appraisal – The Clerk has sent the relevant documents to the HR Committee and awaits a proposed date for the appraisal. Cllr Holmes to arrange.
- 10<sup>th</sup> Anniversary event – The event took place on 5<sup>th</sup> October was very good and there was a steady flow of visitors.
- Tram Track Planting - Councillors noted that most of the bulbs have arrived. Balance due by end of October. Councillors thanked Cllr Barritt for offering to plant these once received.
- Lanehouse Lane Playground Annual Inspection – Councillors noted that the annual play area inspection and no defects were found that require repairs.
- Woodland Trust Trees – Councillors noted that these will be delivered between 4<sup>th</sup> and 15<sup>th</sup> November 2024.

## Finance

- Councillors noted the second quarter budget statement.
- It was resolved that a small fund for appropriate tree and bulb planting and £5000 for getting the Recreation Ground Management Committee off the ground be added to the budget proposals for 2025/6.
- It was resolved that the Clerk would investigate opening savings accounts with Santander and Unity Trust.
- It was resolved that the following payments be made:

Clerk's expenses - Mileage	£5.20
Lengthsman hours for September	£697
Grass Cutting Contract	£525
Leo Brightley – Cleaning of Victorian Toilet	£40
Bowland Tree Consultancy – Tree Survey	£1038.06
North West in Bloom Prize Giving Ceremony	£75
Premier Polytunnels – additional side rail (+VAT)	£135
A Crawshaw – creation of paths from car park at Ball Grove	£500
A Crawshaw – digging out at side of Ball Grove building	£100
Pendle Borough Council – new bin off track/towards building	£300
Pendle Borough Council – Electricity Charges 1/11/23-31/8/24 Ball Grove	£4341.11
CWS Groundworks – Installation of football post and boot wiper; concrete down boulder at top car park and remove padlock from chamber at Ball Grove.	£85
Farnworth Rose Solicitors – costs for café lease works (paid)	£417
Pendle Borough Council – Play area annual Inspections (+ VAT) (paid)	£70
Community Centre Trust– Office electricity usage (paid)	£1.44
DH Estate Services – goal post sockets (inc VAT) (paid)	£91.80

Part 1 of the meeting closed 8.50pm.

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## **PART 2**

To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:

- Café lease – it was resolved that the Clerk would respond to the Solicitor with answers to the queries raised.
- It was resolved that the Council would hold a further meeting to discuss the building at Ball Grove.

**Full meeting closed 9.05pm**

Next meeting Monday 4<sup>th</sup> November 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

**25/2024**