



Members of the Council are summoned to the Parish Council meeting to be held on Monday 3rd March 2025, at 7pm, at Trawden Forest Community Centre

Mrs A Waddington, Trawden Forest Parish Council Clerk and RFO

1. To approve Apologies

2. To consider and approve the Minutes of the Parish Council meeting held on 3rd February 2025 (enclosed).

3. To receive Declarations of Interest

Members are to be reminded of the requirements of the member Code of Conduct concerning the Declaration of Interests.

4. County Councillors Report - for information only (5 minutes)

- The Clerk has requested updates, via Cllr Purcell regarding the Aisled Barn at Wycoller.
- The Clerk awaits a response from Matt Townsend on updates on the consultations for the two projects; 20mph implementation and parking restrictions lines at the top of Church Street and strategic points from there to Hollin Hall.
- The Clerk has cross-referenced the map of grit bins, sent by Lancashire County Council to a list supplied by Cllr Hodgson, and all of those bins owned by Lancashire County Council are on the Love Clean Streets app. Any that do not appear on the app are privately owned and it is the responsibility of residents to fill them.
- Potential closure of Cotton Tree Lane. The Clerk has received an email from LBS stating that they have been advised that Cotton Tree Lane may be closed, for a period of six weeks, commencing in June. See attached. Councillors to decide if we need to deal with this matter. Cllr Purcell is aware of the situation.

5. Borough Councillors Update - for information only (5 minutes)

- Cllr S Cockburn-Price to give an update on the current situation relevant to our Parish.

6. Community Centre Trustees Update (2 minutes)

Councillors to note the attached report from the Chair of Trustees.

7. To adjourn the meeting for public participation for their Issues – 5 minutes per item.

Members of the public may make representation during this period under the Public Bodies (Admission to Meetings) Act 1960, and raise issues of local concern, however, please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda for the meeting. Such items may be considered for a future meeting. A member of the public is defined as a person, other than Parish Council members or officials. **Chairman to reconvene the meeting.**

8. Trawden in Bloom. (2 minutes)

- Councillors to note the budget position for the group. Budget £2500 + income £2090 - spent YTD £4030.88 = Budgeted Balance £559.12
- Councillors to consider the request from Trawden in Bloom to enter the Britian in Bloom – North West competition again for 2025. Cost has increased to £95.
- Councillors to note that the team have ordered some new hi-vis vests at a cost of £60 + VAT.

- 9. Ball Grove (15 minutes)**
- a) The replacement dog fouling bin has been installed; the Clerk awaits the invoice. Upon receipt she will copy to Pendle Borough Council so they can reimburse £82.84 as agreed from Borough Councillors.
 - b) Councillors to note that the defibrillator is due to be installed soon.
 - c) The Clerk has contacted Bowland Tree Consultancy to ask them to carry out a survey on the trees in the Parish Council owned area of the Park. They confirm the cost is £710.75 + VAT. Purchase order raised.
 - d) The Clerk has received and paid the invoice for from Pendle Borough Council for the work required on the wildflower area. Works to completed by end March.
 - e) The Clerk has contacted the organiser of Party in the Park and raised the queries from the last meeting. See attached response.
 - f) Councillors to consider the Clerks suggestion regarding a survey of signage at Ball Grove where it needs changing from Pendle Borough Council to Trawden Forest Parish Council. Who will carry this out?
 - g) Leo Brightley has completed the repair works to the wall in the disabled parking area near to the café. Photos attached.
 - h) Councillors to note that the Clerk has been approached by Burnley and Pendle Angling Association requesting an area to store fishing equipment for a new youth initiative. She has suggested that the old men's toilet area could be used.
- 10. Updating the Neighbourhood Plan (4 minutes)**
- Cllr Osborne and the Clerk have met with the two consultants and will give a verbal update at the meeting. The re-launch of the Neighbourhood Plan will take place on 16th April 2025.
- 11. Grot Spot Walk (4 minutes)**
- Councillors to consider setting a date for the next Grot Spot Walk. The Clerk suggests that this is done in Wycoller.
- 12. Diversion of Public Footpath FP1307035 (3 minutes)**
- Councillors to respond to the consultation by Pendle Borough Council regarding the diversion of footpath 1307035 at Cemetery Lodge. See attached details.
- 13. Allotment request (3 minutes)**
- Councillors to consider the request from a new allotment tenant that the Parish Council hire a skip so that he can dispose of debris from his allotment.
- 14. Land at Trawden Road (5 minutes)**
- The attached response to the latest query regarding the use at the land at the end of Trawden Road was received in December and presented to Councillors in January. Councillors to decide whether this should be pursued with Lancashire County Council and our Solicitor.
- 15. War Memorial (5 minutes)**
- Councillors to consider the suggestion from Cllr Osborne to have the War Memorial professionally cleaned.
- 16. VE Day (3 minutes)**
- Cllr to consider what, if any, events should be held to celebrate VE Day.
- 17. Planning Applications: (link to view applications [Simple Search \(pendle.gov.uk\)](https://pendle.gov.uk))**
- APPLICATION: 25/0093/FUL.** PROPOSAL: Full: Erection of a replacement garage. AT: New Nichol House Farm Colne Road Trawden.
- APPLICATION: 25/0112/TCA.** PROPOSAL: T1 - Sorbus – Remove; T2 - Larch – Remove; T3 - Scots Pine – Remove; T4 - Sorbus – Remove; T5 - Copper Beech - Prune back and crown lift. AT: 39 Lane Top Winewall Lancashire

18. Correspondence

- The Clerk has received a report that BT Openreach has damaged an area at Wellhead. They advise they will rectify the damage.
- Councillors to consider the request attached regarding the safe storage of lithium-ion batteries

19. Items for Councillors to note – no discussion required

- **Recreation Ground** – The meeting was postponed as the Parish Council have not yet seen the transfer document. New meeting will be scheduled when suitable.
- **Tree Works**– All works have now been completed.
- **RoPSA Playground Inspections** – The course took place on 10th and 11th February 2025. Both participants passed the exam.

20. Finance

- The Clerk has contacted Steven Wilcock who is happy to conduct the year end internal audit again this year. Councillors to confirm that this is acceptable.
- To approve, or otherwise the following payments:

Clerk's expenses - Mileage	£15.60
Andrew Crawshaw, Lengthsman Hours	£280.50
North West in Bloom Entry (pending approval at meeting)	£95
British Gas – Electricity at Ball Grove (paid DD)	£347.68
British Gas – Gas at Ball Grove (paid DD)	£89.13
Community Centre Trust – Office electricity charges Jan (+ VAT paid)	£27.45
Community Centre Trust – Office electricity charges Dec (+ VAT paid)	£22.38
Ipower North West Ltd – replacement lights on Christmas Star (+VAT paid))	£186
Ace Home Services – Christmas Stars erection and removal (paid)	£240
Northern Forestry and Arb – tree works in the Parish (+ VAT. Paid)	£4900
Pendle Borough Council – works to wild flower bed at Ball Grove (+VAT, Paid)	£300
Pendle Borough Council – installation of litter bin near Harambee Surgery (+VAT, Paid)	£326.12
Leo Brightley – repairs to wall at Ball Grove disabled car park area (paid)	£638

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:

- Councillors to review the attached from the Solicitor with reference to the renewal of the lease at Lakeside Café.

Next meeting Monday 7th April 2025, commencing at 7.00pm.