



## **Minutes of the Meeting held on Monday 4<sup>th</sup> June 2024**

### **Meeting started 7.00pm**

#### **Present**

Chairman Barry Hodgson  
Councillor Ann Holmes  
Councillor Malcolm Pate

Clerk Adele Waddington  
Councillor Mark Watts

Councillor Jonathan Wiggins  
Councillor Philippa Osborne

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

**Apologies accepted from:** Councillor Andrea Beswick, Councillor David Barritt, Councillor Eleanor Jolley

**Minutes** - It was resolved that the Minutes of the Meeting and the Annual Parish Council Meeting held on the 13<sup>th</sup> May 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – None

#### **County Councillors Report**

- Cllr Purcell has met with Highways Officers and raised her concerns regarding the slow response to queries raised.
- Cllr Purcell reported that the wall at Coal Pit Lane has had an order raised to remove fallen wall debris from the highway and install barriers, where required, to ensure safety of motorists. They will investigate the ownership of the walls and contact the necessary people to repair.
- Cllr Purcell reported that the wall at Spring Garden Villas is in hand and will be repaired in due course.
- Cllr Purcell reported that the road in Wycoller is still in a good state of repair and is being monitored.
- The issue of parking on double yellow lines in the village was raised. Cllr Purcell suggested that this be reported to Highways so that enforcements can be implemented.
- There is no progress on the request of use of land at the end of Trawden Road for parking.
- Cllr Holmes asked Cllr Purcell to pursue the sinking of the road on Cotton Tree Lane.
- Cllr S Cockburn-Price expressed her disappointment at the lack of urgency shown by the County Council on repairs to the aisled barn at Wycoller. Cllr Purcell to follow this up.

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

- Cllr S Cockburn-Price reported that the planning application for Peter Laithe Farm had been refused.
- Cllr S Cockburn-Price reported that Pendle Borough Council confirm that the Recreation Ground will be transferred to the Parish Council. The Clerk to chase their legal team for transfer documents.
- Councillors noted the annual report received from Colne Youth Action Group.

#### **Community Centre Trustees update**

The Chair of Trustees gave a written report to the Clerk which included that the AGM will be held on Tuesday 23<sup>rd</sup> July at 7pm in the Community Centre. This has been delayed as we changed accountants this year; they are working on a 5-year strategy, which will be launched at the AGM; a month's trial of the library booking out scheme will take place in June, this will allow them to assess its suitability and the impact it might have on shop volunteers; there are considerations for setting up a 500 club to raise funds; the groundworks are going well and are on schedule.

Anti-Social Behaviour - the Police attended the village, after being called by a resident, the young people and their parents were all talked to and told they should stay away. A letter of apology has been received from one of the young people involved.

**05/2024**

Cllr Pate reported that there had been a good meeting regarding the building at Ball Grove.

**Residents Issues** – Two residents attended the meeting regarding their request for a memorial bench.

### **Men's Shed**

5 members of the newly created Men Shed group attended the meeting to talk through their plans going forward. They are interested in potentially leasing the building at Ball Grove for their sole use, but do have another option available that they are also exploring. The group started meeting in the Community Centre Trustees portacabin but will soon outgrow this with their plans to introduce more hands-on crafting work and repairs. The NHS support this movement through social prescribing, so there are potentially more people who would be signposted to this group. They can apply for grants to kit-out the building to their specification and will look at potential sponsors and fundraising. As the group grows, it will introduce new areas for all people of all ages to get involved in. If, due to the transfer agreement, the Parish Council couldn't sublet the building, a Service Level Agreement would be the way forward. Cllr Hodgson stated that the Parish Council are looking for income for the building to off-set the costs of maintenance on the building and some of the grounds maintenance costs. Any equipment that the group would install would be their asset. Cllr S Cockburn-Price suggested that there could be an interim agreement where the basic requirements for a tenant would be completed and whilst the Parish Council apply for planning permission and grants, the group could use it. It was resolved that the group would contact the Clerk once they have explored the other building option, with a view to a further meeting with the Ball Grove Sub-committee.

### **Trawden in Bloom**

- Budget figures noted.
- Councillors noted the notes from the group's budget meeting.

### **Clerks update**

- Councillors noted the Clerks Report.

### **Request for a plaque for the War Memorial**

It was resolved that the plaque would not be created and it would be suggested that the author contact the Community Centre Trustees to see if they would consider displaying it in the centre. Councillors feel that it would be more visible and better protected. If this is agreed, the Clerk will transcribe the poem and purchase a frame for it to be displayed in.

### **Ball Grove**

- Councillors noted the freshly formatted Grot Spot sheet and thanked Friends of Ball Grove for agreeing to carry out the items suggested for them.
- It was resolved that the wood be purchased. The Clerk to arrange.
- It was resolved that the Clerk would cost the creation of 2 paths from the car park that are to be retaining board with a semi-dry mix of cement and stone, digging out at the side of the building – 1m wide and replacing the bin outside of the café.
- Leo Brightley has completed the repairs and cleaning as per his list. He installed a stone on the edge of the car park to stop people running on the grass, and within 30 minutes, it had been run into and broken. Cllr Hodgson to source a large boulder and install on this corner. He will paint white.
- Councillors noted that Cllr Jolley will report back, at the next meeting, her thoughts on the café lease.
- It was resolved that the Parish Council will apply for some trees, via the Woodland Trust, or the fence line next to LBS instead of taking the offer of silver birch and rowan trees.
- It was resolved that the Community Orchard funding would be applied for. Trees would be planted near to the flag pole.
- Cllr Holmes has responded to the Clerk regarding a football goal. The Clerk will liaise with Cllr S Cockburn-Price regarding funding for this.
- Councillors noted that the overhanging trees from the park onto Millbrook Court will be cut back, and the silver birch on the entrance to the park will be removed.

**06/2024**

- Councillors noted the minutes from the sub-committee meeting.
- Councillors noted the document from Cllr Pate regarding funding available for the building at Ball Grove.

#### **Launch event for NHP**

- Cllr Osborne to create A5 flyers for the promotion of this project. The Clerk will leave some hard copies in the library and put on social media and the website when available.

#### **Map of the Parish - ongoing.**

#### **10<sup>th</sup> Anniversary Celebrations of the Trawden Community Centre CIO**

Cllr Hodgson will see what games Trawden Show have available and report back at the next meeting. He will also get permission for these to be used.

#### **Policies**

It was resolved that the Lone Working Policy, Safeguarding Policy, new Financial Regulations, Risk Management Policy Statement and Risk Management Register be adopted.

#### **Request for a new litter bin**

It was resolved that the new bin be installed near Harambee Surgery. The Clerk to advise Pendle Borough Council and raise an order.

#### **Bus Terminus – Lanehouse Lane**

Councillors noted that works are due to commence on either 3<sup>rd</sup> or 4<sup>th</sup> June.

#### **Request for a memorial bench**

It was resolved that the residents who requested this be permitted to install it. They will check it regularly and carry out any maintenance/repairs. It will not be added to the Parish Council asset register and will remain their property throughout its installation time within this garden area. The Clerk will request a photo of it once it's been installed, so she can keep a record of its location.

#### **Grot Spot Walk**

Councillors noted that the next Grot Spot Walk will be at 1pm on Saturday 15<sup>th</sup> June, meeting at the Millennium Garden. The Clerk has devised a route and created a map to follow. Cllr Holmes confirmed her attendance.

#### **Public rights of Way - Local delivery/biodiversity scheme 2024/25**

It was resolved that the Parish Council would opt in to both schemes that are on offer from Lancashire County Council.

#### **Tree Inspection**

Cllr Holmes proposed that the Financial Regulations be suspended for this decision as Bowland Tree Consultants have carried out surveys for us in the past. They know the area and their costs are always reasonable. It was resolved that the Clerk contact Bowland Tree Consultancy and ask them to carry out this work for us. One Councillor abstained from voting.

#### **Planning Applications**

It was resolved that the comments proposed by the Planning Committee would be accepted. **Planning application 24/0265/HHO** Chelsea Rose Bungalow 10 Back Lane Trawden Lancashire BB8 8PQ. Full: Raising land level of existing side garden, creation of extended patio area, erection of timber summerhouse/storage shed, installation of glass and steel balustrade fence and creation of an ornamental pond, and the response that has been submitted is: Councillors have no objections to the proposals within this application.

#### **Correspondence – None**

**Items for Councillors to note – no discussion required**

Aisled Barn at Wycoller - Councillors noted the update provided by Lancashire County Council on the progress of repairs to the Aisled Barn. Copy forwarded to CClr Purcell.

Parish Council Vacancy- Councillors noted that the Clerk has re-advertised the vacancy for the Trawden area with a close date of 7<sup>th</sup> June 2024.

**Finance**

It was resolved that the Parish Council would stay with Virgin Money for its banking until it merges with Nationwide. If there is no improvement in their systems, the Council will then consider moving to Unity Trust Bank.

It was resolved that the following payments be made:

Clerk's expenses - Mileage	£10.40
Lengthsman hours for April	£612
Andrew Crawshaw – Grass Cutting Contract	£350
Gledstone Gardens – Plants for Trawden in Bloom (+ VAT)	£959.30
Leo Brightley – works carried out at Ball Grove	£420
WR Asbestos Services Ltd (paid)	£300
Community Centre Trustees – Electricity for office (+ VAT) paid	£12.95

**Meeting closed 8.45pm.**

Next meeting Monday 1<sup>st</sup> July 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

**08/2024**