



## Minutes of the Meeting held on Monday 5<sup>th</sup> August 2024

### **Meeting started 7.00pm**

#### **Present**

Chairman Barry Hodgson

Councillor Philippa Osborne

Councillor Malcolm Pate

Clerk Adele Waddington

Councillor David Barritt

Councillor Ann Holmes

Councillor Eleanor Jolley

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

**Apologies accepted from:** Councillor Mark Watts, Councillor Andrea Beswick, Councillor Jonathan Wiggins

**Minutes** - It was resolved that the Minutes of the Meeting held on the 1<sup>st</sup> July 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – None

#### **County Councillors Report**

- Cllr Purcell advised that she has had further meetings with the Highways Department at Lancashire County Council and the issue with Cotton Tree Lane appears to be a utilities issue. The area will be assessed and whoever is responsible for the repairs will be contacted with this information in order they make the repairs.
- With reference to the response regarding all of the outstanding issues that the Clerk sent to Angie Ridgewell, it was suggested that resolution dates be requested.
- Cllr Purcell will go back to Lancashire County Council and ask that they reconsider the area of land at Trawden Road for additional parking. It was suggested that the Clerk also write requesting the same, with the offer of a small, annual rent payable to them for the use.

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

Cllr S Cockburn-Price raised her concerns regarding the revised housing numbers required to be built in Pendle. Although the parish has the Neighbourhood Plan, the Pendle Local Plan will supersede this with the new, higher figures. She suggested that, once the consultation is open, we respond to this and feels we must start moving on with the review of our Plan.

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

The Chair of Trustees gave a written report to the Clerk which included; the anti-social behaviour problems they have seen appear to have died down. We have had some issues with young people hanging about in the library now the summer holidays have started, but they have been generally fairly well-behaved so far; Phase 1 of the data cabling work has been completed and seems to have had a positive impact; The beer festival held in July was very successful; Following completion of the groundworks, risk assessments will be carried out to ensure the right emergency lighting is in place and that the CCTV covers all necessary area; The Charity's Annual General Meeting was held in July. This was later than usual due to having to change accountants' mid-year when our former accountants decided they no longer wished to work with charities; Burnley Film Society made a film of the Princess Royal's visit and this is being show free of charge at the community centre on 29th August at 4pm and 7pm. All welcome. Cllr Pate reported that the auto-check out of books from the library is currently on trial.

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**Residents Issues** – No residents attended the meeting.

### **Parish Council Vacancy**

One application had been received for the current vacancy from Lester Spencer. It was resolved that Lester could be co-opted onto the Parish Council with immediate effect. Cllr Spencer completed his required forms in order to participate in the meeting.

Cllr Spencer joined the meeting.

### **Trawden in Bloom**

- Budget figures noted.
- It was resolved that the Clerk ask CWS Patios and Paving to carry out the small, necessary works at the Millennium Garden as soon as possible whilst the stones are still on site.
- Councillors noted that the Clerk has signed the new allotment agreement.
- It was resolved that the Clerk would purchase a polytunnel from Premier Polytunnels at Barnoldswick including installation. The Clerk also asked Cllr S Cockburn-Price if she thought that the Borough Councillors could fund some of this project. Cllr S Cockburn-Price asked the Clerk to complete the necessary form and submit for consideration of half of the cost.

Cllr Osborne briefly left the meeting.

### **Ball Grove**

- Cllr Jolley will look at the café lease for the next meeting – no progress.
- Councillors noted that the Friends of Ball Grove will suggest what fruit trees to purchase so that the Clerk can cost and apply for the grant from Lancashire County Council.
- Cllr Hodgson has been offered a full-size goal post free of charge. It was resolved that the Council would accept this and the area would be marked before installation. The Clerk will advise Councillors and Friends of Ball Grove when this has been done so all parties are happy with its location.
- Cllr Spencer agreed to put up the Green Flag. Once this has been done, there needs to be a photo opportunity for those Councillors and Friends of Ball Grove who are interested.
- Councillors noted that the café tenant and staff have been asked to refrain from parking to the front of the building. All Councillors to monitor.
- Cllr Hodgson has erected the new signs encouraging pedestrians to use the path rather than the slope when going onto the Park from the Keighley Road car park.
- It was resolved that the Parish Council would continue with the Green Flag.
- It was resolved that the top barrier on the Keighley Road car park be left as it is.
- It was resolved that the Clerk and Cllr Spencer carry out a site visit to see if there is an easy, affordable resolution to the request from Cllr Jolley to consider a height barrier on the entrance to the Park from Winewall Road.
- It was resolved that the 2 paths from the corners of the car park at Winewall Road onto the access road be completed and the side of the building where the earth abuts the wall be removed. The Clerk to contact the Lengthsman and ask him to carry out these tasks.

Cllr Osborne re-joined the meeting.

- It was resolved that the Clerk would apply for 420 wildlife package trees from the Woodland Trust to be planted along the LBS fence.
- Councillors noted that The Shed had found alternative accommodation and that a further sub-committee meeting would be arranged to discuss the Council's ideas for the building.

### **Launch event for NHP**

- Cllr Osborne has created 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. It was resolved that the launch would be mid-September.

**Maps of the Parish** - ongoing.

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## **Policies**

It was resolved that a paragraph suggesting people join their local political party in the Community Engagement Strategy be removed. Once this has been done, it was resolved that both this and the Reserves Policy be adopted.

## **Bus Terminus – Lanehouse Lane**

The Clerk awaits a response from Lancashire County Council regarding the request to replace the tarmac edgings with stone ones, at the bus terminus, as this is on the highway.

## **Recreation Ground Transfer**

- Councillors noted the minutes of the last meeting of the sub-committee. Cllr S Cockburn-Price suggested that a Buildings Trust was formed; Cllr Osborne to look into this. Cllr Holmes apologised for missing the meeting but we now have new contacts from Trawden Show and Trawden Athletics who would like to attend the next meeting.
- It was resolved that the Terms of Reference be adopted, for the sub-committee.

## **Grot Spot Walk**

Councillors noted the report from the last Grot Spot Walk carried out by Cllr Barritt who also advised that he is happy to undertake these investigative walks going forward.

## **Tram Track Planting**

It was resolved that Cllr S Cockburn-Price give the Clerk a suggested list of bulbs to purchase to a maximum cost of £250. Cllr Barritt advised that he would plant these once received.

## **Bus Shelters**

- Councillors noted that the bus shelters at Dean Street and Hopkinson Terrace have been painted.
- It was resolved that the Dean Street bus shelter have a notice board, the same as the one in the shelter outside of the Community Centre. The Clerk to order.

## **Planning Applications**

**APPLICATION: 24/0451/FUL PROPOSAL: Full:** Conversion of existing barn to form 3 no. dwellings with associated parking and garden areas. **AT: Peter Laithe Farm Foulds Road Trawden –** It was resolved that the response to this application be: Councillors feel that is still too much glazing detracting from its historic origin. The building is very visible from long range views, especially Keighley Road near to the Recreation Ground. It would be at the discretion of the owner of the property to close the shutters over the patio doors, and Councillors feel that they would not be used so this glass would be visible very often. They also feel that not enough of the character of the original building has been kept.

## **Correspondence**

- Councillors noted the 'thank you' note from Trawden in Bloom for supplying lunch for the judging day and the attendance of the Chairman.

## **Councillors noted the items below:**

- Tree Inspection - This is to be carried out by Bowland Tree Consultancy soon.
- Parish Council owned benches – The Clerk has asked the Lengthsman to carry out a survey of all the Parish Council owned benches and identify any that require any repairs.
- 10<sup>th</sup> Anniversary Celebrations of the Trawden Community Centre CIO - The organisers of this event thank the Parish Council for the promised donation of £50.
- Asbestos at Allotments – This has been removed.

## **Finance**

- Councillors noted that the new bank mandate has been returned to the bank.

- It was resolved that the following payments be made:

Clerk's expenses - Mileage	£18.20
Lengthsman hours for July	£909.50
Grass Cutting Contract	£525
SLCC Membership renewal	£238
ITUS Security – annual maintenance and SIM for Wycoller CCTV (inc VAT)	£780
Trawden Community Shop – brownies for <u>NWiB</u> judging	£13.20
Community Centre Trust– Office electricity usage (paid)	£7.57
Trawden Community Shop – stamps (paid)	£6.80
ICO Data Protection Fee (paid)	£40
Sainsbury's – lunch for North West in Bloom Judging (paid)	£61.19
WR Asbestos Services – removal of asbestos at Allotments (paid)	£300
Lancashire Association of Local Councils – New Cllr Training (paid)	£35

Meeting closed 9.05pm.

Next meeting Monday 2<sup>nd</sup> September 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

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