



## Minutes of the Meeting held on Monday 3<sup>rd</sup> September 2024

**Meeting started 7.00pm**

**Present**

Chairman Barry Hodgson

Clerk Adele Waddington

Councillor Ann Holmes

Councillor Jonathan Wiggins

Councillor Lester Spencer

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

**Apologies accepted from:** Councillor Mark Watts, Councillor Andrea Beswick, Councillor David Barritt, Councillor Philippa Osborne, Councillor Eleanor Jolley

**Minutes** - It was resolved that the Minutes of the Meeting held on the 5<sup>th</sup> August 2024 be signed by the Chairman as a true and accurate record.

**Declaration of Interest** – None

**County Councillors Report**

- The Clerk advised Councillors that the wall at Spring Garden Villas has had an order raised and should be completed by the end of September 2024.
- No response from the other issues regarding completion dates has been received. The Clerk to chase again. Cllr Purcell will also chase Highways Department for the information.
- Councillors noted that the Clerk has asked for Lancashire County Council to reconsider their decision about using the waste land at the end of Trawden Road for parking. Waiting response.
- Cllr Purcell has confirmed that the sinking of Cotton Tree Lane is the responsibility of United Utilities who have found a leak. They are repairing the problem area.
- A resident has raised concerns regarding speeding at the bottom of Church Street and Cllr S Cockburn-Price has requested that the speed indication device be placed in this vicinity. The Clerk and Colne Town Council will look at the possibilities of another back plate travelling from Skipton Road to Church Street as there is no plate in this area currently.

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

- Cllr S Cockburn-Price raised her concerns from BRSK's proposals to install new telegraph poles in Pendle. They have been contracted to supply high speed broadband at competitive prices to all properties. The places where these new cables are needed most are where the current ones are underground but not in a conduit. Cllr D Cockburn-Price is overseeing these sites and will report to the Clerk when this issue affects Trawden.
- Cllr S Cockburn-Price has forwarded the Clerk the Supplementary Planning Document and asked for pages 64-67 to be forwarded to Councillors. These pages detail the guidelines of converting buildings and clearly states that new window openings should be resisted. This applies to the potential conversion of Peter Laithe Farm, where a number of new openings have been proposed.

**Community Centre Trustees update**

The Chair of Trustees gave a written report to the Clerk which included; that the library software has been purchased and the cataloguing of books continues. It is hoped that the system will be fully operational from January. Councillors thanked the volunteers who are carrying out this vast task; Virtual tours of the Community Centre, Library and Shop (plus the pub) have been produced by a local resident. These will be

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shared on social media and the website; The Charity will shortly be launching a '500 club' lottery as a fund-raising activity. Licences have been obtained with the first draw in January 2025. Price per number will be £20; Three Commemorative trees have been planted behind the library for the Platinum Jubilee of the late Queen Elizabeth II, to celebrate her reign and for King Charles III coronation.

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

### **Trawden in Bloom**

- Budget figures noted.
- Although the repairs are larger than originally portrayed, it was resolved that the Clerk ask CWS Patios and Paving to carry out these works at the Millennium Garden as soon as possible.
- Councillors noted that the polytunnel has been ordered and paid for.
- Councillors noted that the Borough Councillors have agreed to part-fund the polytunnel. Thanks to Cllr's S Cockburn-Price, D Cockburn-Price and K Salter for agreeing to fund this.
- The minutes were received when the Clerk was on annual leave. This will be included in the October agenda.

### **Ball Grove**

- It was resolved that the café lease be forwarded to the Solicitor with the suggestions for the rental cost and to ask for any suggested changes to its content.
- Councillors noted that the Clerk has applied for the funding of six fruit trees for the Community Orchard near to the flag pole.
- Cllrs Hodgson and Holmes marked the grass with the suggested location of the goal posts and sent out details to all Councillors. Cllr Hodgson advised Friends of Ball Grove that this had been done. The Clerk has received no response regarding this so it was resolved that all parties must be happy with the location. Cllr Hodgson and CWS Groundworks to install.
- Cllr Spencer and the Clerk conducted a site visit regarding the suggestion from Cllr Jolley of a potential new barrier on the access near to the Winewall end car park, but Cllr Spencer thinks that there is no way around this problem without causing issues for residents, emergency services and grounds maintenance teams. Now that stronger locks have been installed on the removable bollards, this should deter travellers in the future. Councillors present felt that it would be a step back and it was resolved that no new barrier be considered in this location.
- With reference to the travellers, Councillors resolved to write to the Police and Crime Commissioner and the Pendle Neighbourhood Policing team to express the disappointment of the Council with the support received over the breaking and entering and ask that we are advised when there are travellers in the area.
- Councillors noted that the Lengthsman will complete the new paths at the edge of the Winewall Road car park and dig out at the side of the building before the next meeting.
- Councillors noted that the order has been placed for 420 Wildlife pack trees from the Woodland Trust and that these should be delivered in November.
- Councillors thanked the Chair of Friends of Ball Grove for attending the Green Flag prize giving and for not claiming fuel allowance for this. The Clerk needs to arrange a photo opportunity for the raising for the 2024 flag.
- Councillors noted the minutes of the subcommittee meeting.
- Councillors resolved:
  - To purchase a boot cleaning device to be fixed near to the old toilet block area.
  - To have the final use of the building as a multi-function, hireable room.
  - That the building be referred to as Ball Grove Community Hall.
  - The Clerk contact Paul Foxley Architect and ask him to give ideas on how to improve the building.
  - Funding applications will be made to Lancashire Environmental Fund once architect plans are agreed and costed.
  - That the toilet area be re-opened as a Changing Places space.
  - A project manager be appointed and grants be applied for, for the Changing Places project subject to further investigations with the Changing Places specialists.

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### **Launch event for NHP**

Cllr Osborne was unable to attend the meeting. The Clerk awaits the A5 flyers for the promotion of this project.

### **Maps of the Parish**

It was resolved that this project be shelved and that Councillors should use devices or the Council purchases a projector, to access Mario Maps where necessary, within meetings.

### **Policies**

It was resolved that the Sickness Absence, Equality and Diversity and Dignity at Work Polies be re-adopted.

### **Recreation Ground Transfer**

Cllr Holmes sent out some notes from the event on 24<sup>th</sup> August. The next meeting of the subcommittee is 16<sup>th</sup> September and representatives from all user groups have now been sought. A social media post will go out to invite any other interested parties to this meeting.

### **Public Spaces Protection Order**

Cllr Hodgson reported that a lot of people come from afar to take advantage of the rules that dogs are not required to be on a lead on the field. The Recreation Ground is the only area in Pendle that chose not to take-up the rule of 'no more than two dogs per person, to be kept on a lead at all times, and the lead to be no more than 2 metres in length'. It was resolved that a consultation should be conducted around this as the Clerk receives a number of complaints that people do not pick up after their dogs and this may alleviate some of this issue.

### **Church CCTV Maintenance Contract**

It was resolved that the Council take up this offer from Umbra Security.

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

As there was a good response to this event last year, it was resolved that it would be potentially extended this year to include a torch light parade along the Tram Tracks. The Clerk to put together the proposals form for the next meeting. It was resolved that we should try and get a donkey to lead the procession, if possible.

### **Planning Applications**

**APPLICATION: 24/0464/FUL:** Field To The South West Of 17 To 33 Hollin Hall Trawden Lancashire Full: Demolition of existing hay store and the erection of an agricultural storage building. Response: There are historic issues with surface water run off causing flooding across the highway and properties across the road. With reference to the extended concrete apron - where would the additional surface water run-off be drained into? Councillors are aware that the owners of this property have already been asked to tarmac the access road as the gravel runs off and into the drains and gulleys causing blockages and flooding. They feel that, if this access road was tarmacked, it would assist in the prevention of the gulleys being blocked and water would be able to get into the drains much easier.

Councillors resolved the agree to the response submitted, as below:

**APPLICATION: 24/0546/HHO - PROPOSAL:** Full: Erection of a replacement first floor balcony to the rear. AT: 1 Hollin Hall Trawden Lancashire. Response: Councillors feel that this new balcony does not complement or enhance the terraced row or the house itself. The previous one was wooden throughout, and had some gaps and decorative features within it, making some effort to alleviate the square box on legs. It is highly visible from the road, poorly designed, too large both in height and depth for the house and terrace, and inappropriate in its current form for the Conservation Area. From ground level, none of the rear of the original property walls can be seen as it is covered by the conservatory and the balcony.

### **Correspondence- none**

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**Councillors noted the items below:**

- Tree Inspection - completed; waiting final report.
- Clerks Appraisal – The Clerk will send out documents to the Chair of the HR Committee for follow-up.
- 10<sup>th</sup> Anniversary Celebrations of the Trawden Community Centre CIO – The Clerk to put out a request for volunteers to man the Splat the Rat game when she finds out what time the event will be running.
- Notice board for bus shelter- the Lengthsman has collected this and will install.
- Tram Track Planting– Councillors noted that some of the bulbs have already been delivered and that Cllr Barritt has offered to plant these.

**Finance**

- Councillors noted that that the completed, signed audit has been received from the external auditor and that the notice of conclusion of audit has been published in notice boards. The period for electors to inspect the year end documents lasted for two weeks from 13<sup>th</sup> August 2024.
- It was resolved that the following payments be made:

Clerk's expenses - Mileage	£6.24
Lengthsman hours for August	£408
Grass Cutting Contract	£175
Pendle Borough Council – Grounds Maintenance 2024/5	£18,456
Trawden Forest Community Centre – contribution to cost of installation of new paths	£7,550
Community Centre Trust– Office electricity usage (paid)	£1.44
Dobies Bulbs – Bulbs for verge on Tram Tracks (paid)	£166.50

**Meeting closed 9.30pm.**

Next meeting Monday 7<sup>th</sup> October 2024 - commencing at 7.00pm at Trawden Forest Community Centre, Church Street.

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