



## Draft

### Minutes of the meeting of the Parish Council held on Monday 18 July 2022

<b>Present:</b>	Councillors: L Street (Chair), E Kinder, J Brown, D Chiappi and L Crook		
<b>In attendance:</b>	Committee Clerk, Councillor D Birtwhistle and five parishioners.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	21:20

#### 22/097 APOLOGIES FOR ABSENCE.

There were no apologies for absence.

#### 22/098 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

There were no declarations of interests.

#### 22/099 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - ORDINARY MEETING.

Minutes of the 30/05/2022 Ordinary Meeting were approved as a correct record and signed by the Chair.

#### 22/100 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - OPEN MEETING.

Minutes of the 30/05/2022 Open Meeting were approved as a correct record and signed by the Chair.

#### 22/101 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - ANNUAL GENERAL MEETING (AGM).

Minutes of the 30/05/2022 AGM were approved as a correct record and signed by the Chair.

#### 22/102 PUBLIC PARTICIPATION.

Five parishioners were present at the meeting and wished to contribute to Agenda Item 9 (Boundary Stones) which was brought forward. See minute 22/106 below.

#### 22/103 FINANCE REPORT.

The Clerk submitted a report to seek approval for the payments shown in the table below and the accounts to date.

RESOLVED THAT COMMITTEE:

1. Approve the accounts to date.
2. Approve the following payments:

Payee	Description	Gross £	VAT £	Net £	Min. Ref
Whalley Educational Foundation	Room hire for Council meetings x 2	52.00	0.00	52.00	22/037
Local resident.*	Contribution to fuel used in improving the Admiral Taverns car park.	300.00	0.00	300.00	22/064 (b)
Parish Clerk	Salary: 01/04/22 to 30/06/22	1,872.00	0.00	1,872.00	Contract
Parish Clerk	Expenses: 01/04/22 to 30/06/22	251.37	0.00	251.37	Contract
HMRC	Income tax: 01/04/22 to 30/06/22	468.00	0.00	468.00	Contract
HMRC	Employer NIC	9.78	0.00	9.78	Contract

\*No receipt for this item

Payee	Description	Gross £	VAT £	Net £	Min. Ref
PM+M	Payroll Services: 01/04/22 to 30/06/22	33.30	5.55	27.75	22/021 (d)
Oaklea Gardening	Maintain Trafford Gardens	56.25	0.00	56.25	Contract
Parish Clerk	Wooden Planter	55.90	9.32	41.62	22/063 (3)
Sabden Parish Council	Tarmac: Area in front of basketball net and entrance to the play area.	1,420.00	0.00	1,420.00	21/055
Sabden Parish Council	Contribution to Lenghtsman Scheme 2022/23	1,500.00	0.00	1,500.00	22/103
Cllr. Kinder	Sealer for new benches	23.20	0.00	23.20	22/063 (2)
<b>Totals</b>		<b>6,041.80</b>	<b>14.87</b>	<b>6,021.97</b>	

\*No receipt for this item

## 22/104 IMPROVING PARISH AMENITIES.

The Clerk submitted a report asking members to consider the purchase of a new bench to replace the one located near the bus stop at the Golf Club end of Barrow; to consider the purchase of a larger refuse bin for installation on Barrow Playing Fields and to consider expenditure to move the 'Barrow Sign' to a new location. In addition, if the Committee agree to purchase a new bench or recondition the existing bench, it is recommended that they approve no more than £200 to improve the area where the bench is located.

RESOLVED THAT COMMITTEE:

1. Approve the purchase of a new bench if the cost of reconditioning the existing bench is deemed too expensive.
2. Authorise the clerk to establish the costs of reconditioning the existing bench and report back to members.
3. Approve, subject to the necessary permissions and approvals being obtained, the expenditure of no more than £200 to improve the pocket of land where the bench is located.
4. Approve the replacement of the black hooded bin with a burgundy bin with spider attachment as set out in the report and authorise the Clerk to contact RVBC to make the necessary arrangements.
5. Will consider relocating the Barrow sign once it has been established where the boundary stone is to be located and other signing options.

## 22/105 RENTING SPACE AT THE REAR OF OLD ROW

The Clerk submitted a report requesting members to reconsider a request by Asad Ejaz, trading under the name of 'Crust n Slice' to rent space on the land at the rear of Old Row for the sale of pizzas. Members were reminded that at their meeting on 9 May 2022 they approved the application in principle with the provision that the Council first improve the surface of the car park. Now that the road surface has been improved, members are recommended to authorise the Clerk to inform both RVBC and Mr Asad that his applications is now approved.

RESOLVED THAT COMMITTEE:

Authorise the Clerk to inform both RVBC and Mr Asad that his applications is approved. Subject to the following conditions:

- a. Any contract would be on a rolling two months with the Parish Council being able to terminate the contract after the end of any two-month period.
- b. A parking space cannot be guaranteed.
- c. To prevent accidents, Mr Asad needs to provide sufficient lighting.
- d. RVBC approve the application.

## **22/106 BOUNDARY STONES**

The Clerk submitted a report requesting members to consider a request by a Trustee of the Barrow Action Group Funds (BAG) for Barrow Parish Council to apply to Lancashire County Council (LCC) for a license to locate boundary stones at either end of the village.

Members were reminded that:

- BAG was initially set up by a group of independent villagers to fund the development of a community centre.
- A Trustee Agreement stated that if by the 31 January 2002 there was no prospect of a building, property or suitable land becoming available for a community centre, the trustees would canvass Barrow residents and seek suggestions as to the use of the fund. To this end, in September 2014 the trustees approved expenditure for the installation of two boundary stones.
- A BAG Trustee has recently been in contact with LCC and has been informed that a license is required to install boundary stones on land adopted by LCC Highways and that Barrow Parish Council are a body that can apply for a licence.

After a vigorous debate, which included the five parishioners who were in attendance.

RESOLVED THAT COMMITTEE:

1. Defer further consideration of the Item until additional information from the various landowners where the stones are proposed to be located is available.
2. To ensure that BAG engages with the wider community and that any design is sustainable, it was agreed that the design, look and location of any boundary stone should ideally be agreed by BAG and the Council.
3. Authorise the Clerk to prepare an update report for the next committee meeting.

## **22/107 PLANNING REPORT**

The Clerk submitted a report informing members of the relevant planning applications that had been submitted since the last meeting. Members were reminded that the weekly and decided lists of planning applications are available to view on the RVBC website by using the link below:

[https://www.ribblevalley.gov.uk/weekly\\_lists](https://www.ribblevalley.gov.uk/weekly_lists)

RESOLVED THAT COMMITTEE:

Note the contents of the report.

## **22/108 LENGHTSMAN SCHEME**

The Clerk submitted a report updating members on the Lengthsman Scheme and to seek approval for the 2022/23 scheme contribution.

Members were reminded that:

- An element of the cost of the Lengthsman scheme is met by RVBC in the form of the Concurrent Function Grant Scheme.
- Based on 2021/22 expenditure and the Council's planned activities, it would seem sensible that a contribution of £1,500 should be made for 2022/23.

RESOLVED THAT COMMITTEE:

Noted the contents of the report and approve expenditure of £1,500 as a contribution to the 2022/23 Lengthsman's Scheme.

## **22/109 LCC PARISH and TOWN COUNCIL CHARTER 2022-2024**

The Clerk submitted a report informing members of the Parish and Town Council Charter issued by Lancashire County Council (LCC) which sets out the relationship between LCC and Parish Councils.

RESOLVED THAT COMMITTEE:

Agree to ratify the Charter.

## **22/110 PARISH PLAN**

The Clerk submitted a report asking members to consider the areas of activity as set out in the report and confirm that they are the Council's priorities for the short and medium term.

Members were reminded that at its meeting on 4 April 2022 they agreed to consult with parishioners to ensure their views could be reflected in the Council's decision-making process and in this regard had agreed to set up a Working Group that would consider how best to consult with parishioners.

Members considered a range of additional activities including, improving the roundabout at Barrow Brook, maintenance of the lodge at Barrow Brook, litter prevention and collection on the Playing Fields and around the Barrow Brook Trade Park.

RESOLVED THAT COMMITTEE:

Authorise the Clerk:

1. To set up a meeting of the Working Group at the earliest opportunity.
2. To contact potential volunteers, who can be co-opted onto the Working Group.
3. Work with Councillors Birtwistle and Street to contact owners of the land and properties where improvements are proposed.

## **22/111 USE OF SPEED INDICATOR DEVICES (SPiDs)**

After a pre-meeting presentation by Councillors: Rennie Pinder and Dexter Stubbs from Altham Parish Council, who Andy Pratt the Deputy Police and Crime Commissioner for Lancashire had recommended as experts in the use of SPiDs by parish councils in Lancashire.

RESOLVED THAT COMMITTEE:

Authorised the Clerk to contact Rennie Pinder and confirm that the Council would like to go ahead with the rental of SPiDs on the terms discussed at the meeting, subject to:

- a. Lancashire County Council agreeing to install SPiD back plate brackets in the appropriate locations.
- b. Written confirmation from Altham Parish Council as to the charges and terms discussed.

## **22/112 FUTURE MEETINGS**

The next Committee Meetings are scheduled as follows:

Monday 5 September

Monday 24 October

Monday 5 December

All meetings start at 7:00pm and are being held at Whalley Old Grammar School, Station Road, Whalley.

*By Virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public were excluded from the next agenda item.*

## **22/113 BURIAL COMMITTEE**

Councillor Brown updated members on matters relating to the Burial Committee.

## **22/114 EMPLOYMENT MATTERS**

Members agreed that the Parish Clerk's three-month probationary period had been completed successfully.

**Signed by Chair:**

**Date:**