

BARROW PARISH COUNCIL

MINUTES

FOR THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 22ND MARCH 2018
AT BARROW PRIMARY SCHOOL COMMENCING 7.00PM

Present:	Cllrs Jean Brown (Chair), Stuart McGregor, Diane Chiappi, Lee Street
In attendance:	Mrs Victoria Wilson (Clerk)

18/21. To receive apologies for absence and consider approval

Cllr Elizabeth Kinder sent her apologies due to an extended holiday, which was approved at the previous meeting. PCSO Katie Ferguson also sent her apologies as she was not on duty.

18/22. To receive declarations of interest

None were received.

18/23. To co-opt a new member onto the parish council

Following interviews prior to the meeting, it was resolved to co-opt Lee Street onto the parish council. Cllr Brown welcomed Lee and he signed the Declaration of Acceptance of Office.

18/24. To consider PACT issues (Police and Communities Together)

The Clerk read a report from PCSO Ferguson regarding recent incidents in the village and urged residents to report suspicious activity to the Police straight away.

18/25. To adjourn the meeting for a period of public discussion

No adjournment took place as there were no members of the public present.

18/26. To approve as a correct record the minutes of the meeting held on 15th January 2018

It was resolved to accept and sign the minutes of the parish council meeting held on 15th January 2018 (previously circulated) as a correct record.

18/27. To authorise the parish council's insurance policy for 2018/19

The parish council's insurance policy for 2018/9 would continue with Hiscox following an agreement in 2016 to enact a three-year policy. Members resolved to accept the level of cover detailed in the quotation (previously circulated) and authorised a payment of £655.40.

18/28. To receive information on the financial position of the Lengthsman Scheme for 2017/18

The Clerk reported on information received from the Lengthsman Scheme which confirmed an unused contribution for 2017/18 in the region of £200. Following a review of the parish council's budgets, it was resolved to contribute £1,200 for 2018/19 and request that the entrance steps to Barrow Playing Field from Washbrook Close were repaired.

18/29. To receive information on changes to RVBC's concurrent functions grant scheme

The Clerk reported on changes to the grant scheme and the recent award of £605, based on 25% of the qualifying expenditure in 2016/17. It was noted that RVBC would no longer make any contributions to the Lengthsman scheme but would include an amount via the concurrent functions grant, paid directly to parish councils.

18/30. To receive information on the new audit regulations for 2017/18 onwards

It was resolved to appoint Mr Alan Butt as the internal auditor for 2017/18 and the Clerk would arrange for the books and records to be transferred for review. The Clerk reported on changes to the audit regulations and appointment of a new external auditor, PKF Littlejohn. As the parish council was not in existence before 1st April 2014 and had exceeded the set limits for income and expenditure, it would be subject to a limited assurance review at a cost of £200 plus VAT.

18/31. To approve as a correct record the 2017/18 accounts to date and authorise payments

It was resolved that the accounts to date for the year ended 31st March 2018 are approved and accepted. These show an opening balance of £4,753.53, receipts of £37,725.76 and expenditure of £19,582.98, leaving a balance carried forward of £22,896.31.

It was resolved to authorise the following accounts for payment:

2017/18		
021	M H Electrical – installation of defibrillator cabinet and repairs at Trafford Gardens	£269.04
022	RVBC – repayment of VAT loan on s106 funds	£3,877.80
023	Mrs V Wilson - Clerk's salary £497.25, reimbursements £52.48, use of home £34.66 (January and February 2018)	£584.39
024	Came & Co – parish council insurance with Hiscox for 2018/19	£655.40
025	Mrs V Wilson – reimbursement for defibrillator cabinet keypad	£157.20
026	RVBC – grounds maintenance for 2017/18	£390.00
2018/19		
001	Scruffy Monkey Digital Media – website hosting for 2018/19	£120.00
002	Lancashire Association Local Councils – subscription for 2018/19	£182.28
003	Sabden Parish Council – contribution to Lengthsman scheme for 2018/19	£1,200.00

18/32. To receive a report on planning applications relating to Barrow since the last meeting

Clr Brown discussed a planning report (previously circulated) on recent planning applications relating to Barrow.

18/33. To receive correspondence from LCC regarding the expansion of Barrow Primary School

It was noted that Lancashire County Council had approved plans to expand pupil numbers at Barrow Primary School and that the parish council's concerns over the effect on traffic and parking on Whalley Road had not been addressed.

18/34. To consider LCC's consultation on the closure of Transport Information Centres

It was resolved to object to the closure of the Transport Information Centre in Clitheroe on the grounds that it is a vital public resource and closure would lead to isolation for those who do not have access to the internet. Also, the closure would have an adverse effect on tourism in the area and may result in reduced number of passengers travelling by public transport which would have an environmental impact and lead to lower fare income.

18/35. To review the financial position of s106 funds held by RVBC for use at Barrow Playing Field, review recent work and consider future works

The financial position following the installation of new equipment and metal railings was noted. It was agreed to hold a meeting with the Lengthsman to discuss general improvements, including renovation of the steps at the Washbrook Close entrance.

18/36. To consider the introduction of RVBC's new regulations regarding Public Space Protection Orders at Barrow Playing Field

It was noted, with disappointment, that despite several requests and appropriate signage, some dogs were still being allowed off the lead on Barrow Playing Field and Members were having to remove dog waste from the grass on each visit. Following a lengthy discussion and vote, it was resolved to introduce a ban on all dogs on Barrow Playing Field, in line with RVBC Public Space Protection Orders and Public Health advice. A provisional date for the ban to start was agreed as 1st July 2018 and the Clerk would arrange for new signage to be installed. A note about the ban would also be included on the next newsletter and on the website.

18/37. To consider the installation of defibrillators in the village, review paperwork for the adoption of the device at Trafford Gardens and consider holding a training session

It was noted that the defibrillator cabinet had been installed at Trafford Gardens and the defibrillator would be added once the keypad was fitted and paperwork completed. It was agreed to plant some large shrubs behind the cabinet and paint the electricity feeder pillar underneath it in green to lessen its impact on the surrounding gardens. The Clerk was appointed as custodian and would carry out weekly checks on the device and file these with the North West Ambulance Service. Clr Lee Street agreed to carry out the weekly checks in the Clerk's absence. It was agreed to hold a training session in July for residents and the Clerk would contact the First Responders for assistance. The Clerk would continue to look for suitable locations for the other two cabinets and contact the North West Ambulance Service for advice.

18/38. To consider flood issues, including the lack of correspondence from LCC regarding measures to reduce the flood risk in the village, correspondence from local flood action groups and further concerns over Barrow Brook

The continued lack of response from LCC regarding reducing the flood risk in the village and inaccuracies in their recent report was noted. Concerns were discussed regarding the stability of the banking at Barrow Brook, from Middle Lodge to Whalley Road, and it was resolved to request a meeting with LCC on-site to discuss this further.

18/39. To consider various highway issues, including potholes across the village, overgrown hedges on Whalley Road, inconsiderate parking on Washbrook Close and the adoption of roads, HGV issues and installation of signage and road markings at Barrow Brook

It was noted with disappointment that LCC had not yet started work to repair the various potholes reported to them eight months earlier and the roads on the Rowland Homes estate had not yet been adopted by LCC. Also, the overgrown hedges on Whalley Road had still not been trimmed and the Clerk would contact LCC once again. It was noted that residents' concerns over inconsiderate parking on Washbrook Close had been reported to the Police. Cllr McGregor advised that HGV parking at Barrow Brook was still a problem, particularly at the new temporary bus stop and it was resolved to write to LCC and County Councillor Atkinson once again. The lack of road markings at the entrance to McDonald's and the Co-Operative Store was noted and as these are private roads, it was resolved to contact the businesses directly and send a copy of the correspondence to LCC. It was noted that despite complaints, Eurogarages had not yet installed the one-way road system at the entrance to their car park and RVBC was in discussions with them regarding this. Complaints regarding the lack of dog waste bins at the Barrow Brook Business Park and around the lodge were discussed and correspondence from residents was noted. As the existing bins were being used for cat and dog waste, it was resolved to write to RVBC to request a review on health and safety grounds and ask that they impose a litter strategy with local businesses.

18/40. To consider the Redrow Homes development off Whalley Road, including its impact on highway safety, bus shelters, public footpaths, road sweeping, dog waste bins and signage

Following complaints regarding the closure of the pavement next to the Redrow Homes development, it was resolved to contact LCC to advise them that the signage was not compliant with health and safety legislation and was dangerous for pedestrians. It was resolved to contact RVBC for an update on previous complaints and request that Redrow Homes clean the bus shelter outside its development as a gesture of goodwill.

18/41. To receive an update on the proposed sale of Barrow Lodge (Asset of Community Value)

The Clerk reported that no community groups had approached RVBC regarding the purchase of the lodge and the property would be sold via auction in May 2018. The parish council discussed residents' requests for the parish council to purchase the lodge. However, due to a lack of funds and the potential liability associated with owning a lodge, this was not possible. It was resolved to draft a statement for the parish council's website setting out the position regarding the lodge and funds held separately by the Barrow Action Group Fund.

18/42. To consider the new data protection regulations to be introduced in May 2018

This was deferred until the next meeting due to a shortage of time.

18/43. To receive a report from Cllr McGregor on RVBC's Parish Councils Liaison Committee meeting on 25th January 2018

Cllr McGregor reported on the recent meeting, including changes to RVBC's Concurrent Functions Grant, the Great British Spring Clean, parish council administration procedures, consultation on the closure of Clitheroe Transport Interchange, police attendance at Remembrance Sunday services and the closure of Barclays Bank in Whalley.

18/44. To receive a report from the Whalley, Wiswell and Barrow Joint Burial Committee from Cllrs Brown and McGregor

Cllr Brown reported on the forthcoming meeting to discuss changes to cemetery regulations and the cancellation of the recent tidy up day due to bad weather.

18/45. To confirm the date of the next meeting as Monday 14th May 2018 and consider invitations to other parties

The meeting date was confirmed and it was resolved to invite PCSO Ferguson to the next meeting.

18/46. To consider any other business

None was discussed.

The Chair thanked everyone for attending and closed the meeting at 9pm.

Signed by Chair..... Date.....