



MINUTES

FOR THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 9TH NOVEMBER 2020 COMMENCING 7.30PM, VIA ZOOM

Present:	Cllrs Jean Brown (Chair), Lee Street, Diane Chiappi, Elizabeth Kinder
In attendance:	Mrs Victoria Wilson (Clerk), Borough Cllr David Birtwhistle

20/032. To receive apologies for absence and consider approval

Borough Cllr Robert Thompson sent his apologies.

20/033. To receive declarations of interest

None were received.

20/034. To approve as a correct record the minutes of the meeting held on 26th August 2020

It was resolved to accept and sign the minutes of the parish council meeting held on 26th August 2020 (previously circulated) as a correct record.

20/035. To adjourn the meeting for a period of public discussion

No members of the public were present.

20/036. To approve as a correct record the 2020/21 accounts to date and authorise payments

It was resolved that the 2020/21 accounts to date, together with the bank reconciliation and budget comparison as at 9th November 2020 are approved and accepted. The accounts show an opening balance of £6,770.98, receipts of £13,784.68 and expenditure of £4,942.70, leaving a balance carried forward of £15,612.96.

It was resolved to formally authorise the following accounts for payment:

	Chq no.	Net £	VAT £	Gross £
Mrs V Wilson, Clerk Salary £656.67, use of home £34.66, reimbursement £27.12 July and August 2020	100158	718.45	0.00	718.45
Proludic Annual maintenance visit and minor repairs	100159	506.14	101.23	607.37
Royal British Legion Poppy Appeal Donation for remembrance poppy wreath	100160	25.00	0.00	25.00
Mrs V Wilson, Clerk Salary £718.62, use of home £34.66, reimbursement £69.52 September and October 2020	100161 & 100162	811.21	11.59	822.80

20/037. To discuss matters relating to the parish council audit and bank account signatories

The Clerk reported that all audit documents for 2019/20 were now displayed on the parish council's website and the Certificate of Exemption had been accepted by the external auditors, PKF Littlejohn. There had not been any correspondence from local electors during the period for exercise of public rights and no further action regarding the 2019/20 audit was necessary.

At present, the signatories on the parish council's bank account with Barclays are Cllr Brown and the Clerk and all cheques require both signatures. Cllr Street confirmed that he would visit Barclays to verify his identification documents to enable him to become an additional signatory. Members discussed correspondence received from the internal auditor regarding the Clerk acting as a signatory on the parish council's bank account. The Clerk confirmed that this was permitted under legislation and reported her response to the internal auditor. She then ran through the checks and balances in place to protect parish council finances and it was resolved that the systems were robust and no changes were necessary.

20/038. To consider PACT issues (Police and Communities Together)

The report provided by PCSO Katie Ferguson (previously circulated) was discussed and it was welcomed that Police were targeting speeding in the village.

20/039. To receive a report on recent planning applications and RVBC decisions relating to Barrow

Cllr Brown discussed a planning report (previously circulated) on recent planning applications relating to Barrow and current planning consultations were considered:

- i. It was resolved to submit objections to a planning application by Reilly Developments to install windows overlooking private gardens due to loss of amenity for neighbours.
- ii. It was resolved to object to a change in opening hours for the Taylor Wimpey sales offices on Clitheroe Road to limit light and noise interference for neighbours. Correspondence received from the neighbours regarding light interference from the sales office was discussed and it was agreed to include objections to this in the response.
- iii. It was noted that neighbours on Hey Road had some concerns regarding the change of use application for a cycle shop at an industrial unit at Barrow Brook. There was some discussion regarding opening hours and parking facilities, and it was resolved to only submit comments requesting that the business noise and lighting are managed to limit the impact on neighbours. In addition, it was resolved to request that the soft landscaping around the units is completed without delay, as per the original conditions of planning consent.

20/040. To review the information on s106 funding provided by Ribble Valley Borough Council under a Freedom of Information request

The report provided by RVBC was reviewed and it was noted that, to date, only Rowland Homes and Reilly Developments had made contributions under a s106 agreement.

20/041. To consider matters relating to the new lease agreement with Ribble Valley Borough Council

The Clerk reported that following agreement by all Members, Cllrs Brown and Street had signed the agreement with RVBC for the lease of the car park behind Old Row at a cost of £100 per annum. The lease document was sealed on 6th November 2020 and RVBC would register the document with the Land Registry. It was agreed that the parish council would maintain the car park in its present state, carrying out repairs as necessary and arrange a new lease with the owner of the two existing garages on the land. It was noted that one of the garages may contain asbestos and there followed a discussion on terms of the agreement with the tenant. It was resolved that the Clerk would write to the tenant accordingly. Cllr Brown advised that several residents of Old Row, including the Bay Horse Public House, believed that they had parking rights on the car park and she had suggested they speak directly to RVBC as the landowner. It was noted that due to building work at Barrow Primary School, the only entrance and exit to the school was through the car park, hence it was very busy and many potholes had developed. In view of this, it was suggested that the parish council approaches LCC for assistance with repairing the surface.

20/042. To consider matters relating to the development by Mulbury Homes, on land adjacent to Barrow Playing Field

There was a discussion on the planned development by Mulbury Homes and concerns were expressed regarding the demolition of 23-25 Old Row and the design of the replacement cottages which was not considered to be in keeping with the surrounding properties. Borough Cllr Birtwhistle suggested action as the 2018 reserved matters application for the replacement cottages had not yet been approved. Drainage difficulties on the development were also discussed, together with the possibility of pipework being laid across Barrow Playing Field. It was agreed to wait until Mulbury Homes made a formal approach to the parish council before engaging with them or discussing this further. The Clerk reported that Barrow Playing Field was not listed on the Land Registry's website as being owned by the parish council and it was resolved to ask RVBC to submit the paperwork to digitally register the land as belonging to Barrow Parish Council. RVBC currently hold the deeds for Barrow Playing Field on the parish council's behalf.

20/043. To discuss concerns regarding highway matters, including speeding and construction vehicles using Whalley Road during busy times

Members discussed the poor state of the highways in Barrow due to the ongoing housing developments, with developers not fulfilling the conditions of planning consent by cleaning the roads on a regular basis. In addition, many of their contractors' lorries were speeding through the village during excluded times (school drop off / pick up). Borough Cllr Birtwhistle reported that he had been in conversation with RVBC regarding this issue and was waiting for a response from their Enforcement Officer. It was resolved that the Clerk would also complain to LCC regarding the state of the highways. It was agreed to monitor the situation closely and discuss the matter again at the next meeting.

20/044. To consider various issues at Barrow Playing Field, including an equipment review, annual inspection, equipment maintenance visit and regular Councillor inspections

The Clerk reported that the annual equipment inspection had taken place and the report had been circulated with recommendations. It was noted that all findings were classed as low or very low risk. Proludic had been instructed to carry out their annual maintenance visit and various small repairs highlighted on the inspection report. The Lengthsman had also been asked to carry out some repairs. The poor condition of the benches and picnic tables was discussed, and it was agreed to consider replacements in composite materials and the Clerk would obtain quotations. Members were reminded about the insurance requirement to carry out fortnightly inspections on the equipment and log the results, as well as the informal agreement to pick up litter on a weekly basis. It was agreed to hold an on-site meeting in 2021 to discuss possible improvements to the playing field.

20/045. To consider the grassed area at Trafford Gardens, including the planting of a replacement tree, the noticeboard and future gardening contracts

The Clerk reported that the Lengthsman would plant a replacement rowan tree at Trafford Gardens following the storm earlier in the year and check the safety of the remaining trees. It was resolved to ask the Lengthsman to replace the glass on the noticeboard. It was noted that residents had expressed concerns about the current planting at Trafford Gardens and the Clerk advised that unfortunately, she had only received one response to an advert for gardening assistance in the last parish newsletter. Borough Cllr Birtwhistle suggested contacting gardeners who had previously had allotments in Barrow and it was agreed that he would speak to them on behalf of the parish council.

20/046. To consider arrangements for Christmas decorations

The Clerk reported that a 20-foot Christmas tree for Trafford Gardens would cost £500 via the Lengthsman scheme. It was agreed that this was too expensive, and Members themselves would source a tree locally. It was noted that new Christmas lights may be required.

The Christmas lights at Barrow Brook were also discussed and the Clerk reported that despite having lights on the roundabout trees for several years, Lancashire County Council had now requested information for them to produce a licence agreement. The Clerk would provide the information requested - map, unmetered supply certificate, electrician details and public liability insurance.

20/047. To receive a report from Cllr Jean Brown and Cllr Lee Street on recent activity at Whalley, Wiswell and Barrow Joint Burial Committee and appoint representatives to attend in 2020/21

Members discussed the meeting reports previously circulated by Cllr Brown, including the recent memorial safety inspection. Cllr Street advised that he had been unable to attend any committee meetings, which were held in the afternoons, due to work commitments. There were no volunteers to replace him but Cllr Kinder advised that she would attend meetings on an ad hoc basis if Barrow Parish Council did not have any representatives able to attend.

20/048. To consider the dates and arrangements for future parish council meetings

Members agreed the next meeting date as Monday 7th December 2020, to be held via zoom.

20/049. To consider any other business

- i. Cllr Kinder reported that the laurel bushes growing in the garden on the corner of Green Mount and Whiteacre Lane were still overgrown and causing an obstruction for pedestrians. Borough Cllr Birtwhistle agreed to contact RVBC and LCC to ask them to take action.
- ii. Cllrs Chiappi and Kinder were thanked for their attendance at the Wiswell Remembrance Service on 8th November 2020, which included laying a wreath on behalf of the fallen from Barrow.
- iii. In his capacity as School Governor, Cllr Street discussed a recent meeting at Barrow Primary School. He advised that most governor meetings were held during afternoons and he was unable to attend due to his work commitments.
- iv. Apologies for non-attendance received via email during the meeting from Cllr Parry were accepted.

The Chair thanked everyone for attending and closed the meeting at 9.50pm.

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