



MINUTES

FOR THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 4 OCTOBER 2021 AT WHALLEY OLD GRAMMAR SCHOOL COMMENCING 7.00PM

Present:	Cllrs Jean Brown (Chair), Lee Street (Vice-Chair), Diane Chiappi, Elizabeth Kinder, Lucy Cook
In attendance:	(Clerk), Borough Cllr David Birtwhistle, County Councillor Ged Mirfin, Clerk in attendance: M Richardson,

21/116 To receive apologies for absence and consider approval.
PCSO Sian Coffey, Sergeant Kevin Day.

21/117 To receive declarations of interest
None

21/118 To adjourn the meeting for a period of public discussion.

Jean thanked Lee for meeting with the Headteacher at Barrow to discuss various issues and his work on the newsletter. She discussed progress on seeking to gain the approval from the Principal Authority (Ribble Valley Council) to undertake a Governance Review to increase the number of Parish Councillors from 5 to the nationally recognised standard of 7. The Parish has grown exponentially over the past 7 years and the workload of the Councillors and Clerk has increased. The Parish Council has recently had to increase the annual number of meetings from 6 to 12 to try and cope with the workload.

The Parish Clerk aimed to put a letter together before the next meeting but was waiting for an appointment from Ribble Valley Electoral officer to view the Electoral Roll numbers for Barrow from 2015 to date. Jean suggested to minimise cost to Ribble Valley Council this could place next year at the 2023 elections. Members agreed. Borough Councillor Ged Mirfin suggested the number needed to increase to 8. The Clerk will suggest this in the official Parish Council request for a Governance Review.

Borough Councillor David Birtwhistle reported the changes to the Ribble Valley Concurrent Grant Function. Parish Councils can claim 25% of capital cost for CCTV cameras and 25% revenue cost to run the cameras. The Councillor discussed the merit of stand-alone versus cameras linked into the RVBC network. The Police had expressed a preference for the cameras are not standalone but on the network so that footage could be used for future prosecutions. Debate took place about the future possibility for CCTV cameras in Barrow on Whalley Road, Barrow Playing Fields. Lee Street stated that getting an electricity feed to the playing fields could be an onerous expense.

County Councillor Ged Mirfin highlighted 3 consultations being undertaken by Lancashire County Council. Firstly, on the 13 November 9.45am-2.00pm County Hall Preston will host a day for engagement with Parish Councils. The aim is to have a closer relationship and possible new delivery models for existing in-house services. Some the work could be cascaded down to Parish Councils. From this day a conference will be held in December 2021. Date yet to be determined. Secondly, Lancashire County Council are carrying out a consultation on subsidised bus services. It was agreed that this was an important issue for residents of Barrow that did not have access to car. The Council agreed to draft a response. Thirdly, Lancashire County Council has an ongoing consultation about highways: potholes, lighting.

21/119 To consider a report following the resignation of the Clerk and RFO and filling the vacancy

It was agreed that the recruitment process should start immediately with the suggested timescales below. Adverts had gone out to Ribble Valley Council and the Lancashire Association of Local Authorities. It was agreed that the advert should also be put on Indeed and the Job Seekers website. The Council agreed to pay £200 + VAT to advertise the job through

the SLCC and reach a qualified audience of over 5,000 parish, town and community clerks across England and Wales if they fail to recruit.

- **Advertise from Friday 29 September 2021**
- **Closing date for applications and shortlisting : 22 October 2021**
- **Interviews – Interviews to take place last week in October 2021 – date to be agreed**
- **Commencement of Employment : 8 November 2021**

21/120 To consider the Planning Applications for September

Chair Jean Brown said there was one outstanding application to respond to 3/2021/0728 27 Whiteacre Lane Barrow. This would be agreed via email.

21/121 To Consider the Play Inspection Company Annual Report and agree actions for Lengthsman to address in 2021-22.

The Clerk stated that in May 2021 a report was approved with the areas for work. The Lengthsman is currently working on the tarmac basketball base. The Clerk has been in touch with Produlic to arrange another inspection in November 2021 at a cost of £350. This report will be forwarded onto Produlic.

New items added to list: Risk Assessment during COVID, paintwork on sweeping see-saw, minor ear to hip hop seat and the playframe. Diane Chiappi was thanked by her colleagues for undertaking the weekly inspection. One of the bins on the playfield was no being emptied by food retailers. Jean agreed to investigate.

21/122 The Councillors considered the newsletter and agreed that this should be sent to printing.

All amendments, comments to be in by Friday 8 October so that it can go to print. Lucy suggested a change to the layout to be more enticing to the reader.

21/123 The Council agreed a request to pay for Jean Brown to undertake the Finance Training at Lancashire Association of Local Authorities at a cost of £25

21/124 To authorise Accounts Payments and Receipts for and Balances for August 2021

It was resolved that the August 2021 accounts to date are approved and accepted

Payee	Chq no.	Net £	VAT £	Gross £
Easy Web Sites – Direct Debit	DD	23.00	4.60	27.60
HMRC Period 6 employee tax £88.44	100203	88.44	0	88.40
Clerks Salary (August 2021)	100199	522.69		611.09
Licence Fee Microsoft Outlook - Reimbursement	100202	49.99	10.0	59.99
M Richardson Reimbursement Office supplies (£5.10+£1.99+£18.48)	100201	25.57	0	25.57
Oaklea Gardening Services Trafford Gardens Invoice 641	100203	434.00	0	434.00
M Richardson Mileage £4.50 and HomeOffice Aug 21 £17.33	100200	21.83	0	21.83
TOTAL		1,165.52	14.60	1268.48

Receipts

Concurrent Grant from Ribble Valley Borough Council 2021/22 = £611

Bank Balance as @ 21 September 2021 = £16,837.92

Outstanding VAT reclaim up to 31/8/2021 £119.34 – (problems with Barclays Bank Mandate Team – Complaint made)

21/125 To consider and appoint John Strong to serve on the Outside Body of Whalley Educational Foundation

Barrow Parish Council has one place for a Parish Councillor to serve as a Board Member of Whalley Educational Foundation. John Strong was a Barrow Parish Councillor some years ago. The Parish Council agreed to reappoint John Strong to this outside body on condition they receive report back to Council either written or verbal. The appointment will last for 3 years.

21/126 The Parish Council agreed to donate a defibrillator unit to Harris Gym for community use

A third defibrillator is ready for possible installation and discussion focussed on possible locations.

21/127 To agree a Maintenance contract for Trafford Gardens

The Parish Council felt the work of Oaklea Gardening Services at Trafford Garden was a huge improvement. As a main green space at the centre of Barrow it was agreed regular maintenance was required. The Council would have to advertise the contract and wherever possible seek 3 potential providers. Liz Kinder was tasked with putting together a Schedule of Works and bring back to the next meeting.

21/128 To consider the renovation of the planting area at Trafford Gardens.

The Council agreed to a quote of £434 payable to Oaklea Gardening Services. Liz Kinder had received positive feedback on the work. The Council agreed that the area needed more regular maintenance and it was agreed that the Clerk write a report on the cost and process of tendering for the next meeting. This would also have to be carried through to budgetary process in October/November 2021.

21/129 To receive and update on the proposal for Barrow Parish Council to lease a section of car park to Mulbury Home.

Parish Councillor Lee Street had been in contact with Mulbury Homes and stated that the Parish Council agreed in principle to a lease for 1-2 years. The Council had requested a site meeting and awaited a reply from Mulbury Homes. The purpose of the site meeting is to work out the detail of how the site will operate. This will form part of the terms and conditions of the lease. A formal Council decision will be required to approve a lease agreement.

21/130 To receive an update on Barrow Woodland Walk – Rowland Home.

Councillor Lee Street had made recent contact with Rowland Home stating that Barrow Parish Council is keen to progress the transfer, however we do need to understand the boundaries, associated responsibilities and of course ensure that our budgets are aligned. Naturally, we will also need to obtain some legal support in any land transfer. The email included specific questions about details of legal ownership. The Council awaits contact from Rowland Homes.

21/131 The date of the next meeting Monday 8 November 2021 (at Barrow Primary School to be confirmed)

The Chair thanked everyone for attending and closed the meeting at 9.30pm.

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