

## Barley with Wheatley Booth Parish Council (BPC)

### Minutes of the Meeting of the Council held on the 14 March 2018 at the Village Hall

**Present:** Cllr. D. Heap (Chairman)      Cllr. D. Oldham      Cllr. J. Connor  
 Cllr. D. Goodger      Cllr I Milne      Cllr. S Statham

**In Attendance:** V. Thorp (Clerk), C. Heap (RFO), Cllr J Starkie,

**Public:** None

1.	<b>Apologies for Absence:</b> Cllr. Wilkinson & Cllr C Wakeford																
2.	<b>Councillors Declaration of Interest:</b> None																
3.	<b>To Approve the Minutes of the Council Meeting held on 14 February 2018</b> It was <b>RESOLVED</b> that the Minutes of the Council Meeting held on 14 February 2018 should be approved and that the Chairman sign them as a correct record.																
4.	<b>Public Participation and Questions:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>																
5.	<b>Planning Applications (PA):</b> <ul style="list-style-type: none"> <li>• Installation of Telegraph Poles on Barley Lane The Chairman advised that PBC were awaiting an update from BT and LCC and no further information was available.</li> <li>• Croft Barn Cllr Starkie advised that the case had been referred to the Development Management Committee and the scheme to remove the tarmac up to the gates only and replace it with sandstone setts was approved. Members agreed that the expectation was that the appearance of the driveway would match that of the property next door.</li> </ul>																
6.	<p><b>Financial Matters:</b> The following payments were approved:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Expenditure</th> <th style="text-align: center;">Cost (£)</th> </tr> </thead> <tbody> <tr> <td>M. Wilkinson Toilet Clean January</td> <td style="text-align: right;">270.00</td> </tr> <tr> <td>M. Wilkinson Toilet Clean January</td> <td style="text-align: right;">243.00</td> </tr> <tr> <td>NVS Toilet Supplies</td> <td style="text-align: right;">94.73</td> </tr> <tr> <td>Salary Clerk</td> <td style="text-align: right;">254.00</td> </tr> <tr> <td>Salary RFO</td> <td style="text-align: right;">173.00</td> </tr> <tr> <td>Salary Gatekeeper</td> <td style="text-align: right;">137.00</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">85.40</td> </tr> </tbody> </table> <p>The Chairman advised that an additional invoice for £158.92 had been received which was BPC's contribution to the speed indicator device (SPID) purchased jointly by the villages; this contribution had previously been approved.          Members agreed that the best location in the village or the SPID was outside the village hall. Cllr Starkie informed members that the installation and removal of the equipment would be undertaken by LCC.</p>	Expenditure	Cost (£)	M. Wilkinson Toilet Clean January	270.00	M. Wilkinson Toilet Clean January	243.00	NVS Toilet Supplies	94.73	Salary Clerk	254.00	Salary RFO	173.00	Salary Gatekeeper	137.00	HMRC	85.40
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7.	<p><b>Councillor actions:</b> Progress on actions as follows - <b>The following actions were completed since the last meeting:</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Councillor</th> <th style="text-align: center;">Action</th> <th style="text-align: center;">From</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">D Heap</td> <td>Specify RAF themed beds for spring planting scheme.</td> <td style="text-align: center;">Oct '17</td> </tr> <tr> <td style="text-align: center;">D. Oldham</td> <td>Prepare paint playground fencing tender</td> <td style="text-align: center;">March'17</td> </tr> </tbody> </table>	Councillor	Action	From	D Heap	Specify RAF themed beds for spring planting scheme.	Oct '17	D. Oldham	Prepare paint playground fencing tender	March'17							
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<b>J Connor</b>	<b>Prepare list of jobs for BKV</b>	<b>Feb '18</b>
<b>D Goodger</b>	<b>Circulate balsam map for annotation for completion.</b>	<b>Feb '18</b>
<b>S Statham</b>	<b>Contact Sarah Robinson AONB for balsam bashing support</b>	<b>Feb '18</b>
<b>I Milne</b>	<b>Email building inspection report to Chairman</b>	<b>Feb '18</b>

**The following will be carried forward:**

<b>Councillor</b>	<b>Action</b>	<b>From</b>
<b>Clerk</b>	<b>Write to PBC re permitted agricultural development regulations</b>	<b>Jan '18</b>
<b>Cllr Starkie</b>	<b>Request installation of dog waste bin on Pendle path</b>	<b>Jan '18</b>
<b>F Wilkinson</b>	<b>Quantify materials for Pendle Hill path repair &amp; undertake</b>	<b>Feb '18</b>
<b>D Goodger</b>	<b>Investigate possible Pendle Environmental support on balsam</b>	<b>Feb '18</b>

- Cllr Oldham will circulate the map for annotation with areas of Himalayan balsam. **Action: Cllr Oldham.**
- Cllr Statham will ask Sarah Robinson of the AONB to send an itinerary for balsam bashing events. **Action: Cllr Statham.** The Chairman will email the Chairman of Roughlee Parish Council (RPC) regarding BPC's plans regarding balsam removal. **Action: Cllr. Heap.**
- The site for an additional dog waste bin was agreed as the second footbridge on the path up to Pendle. **Action: Cllr. Starkie.** The Chairman will ask the farmer to change the wording on the sign requesting visitors not to litter dog waste bags. **Action: Cllr Heap.**
- Cllr Oldham advised that he had prepared the tender for painting the playground fence. At least three contractors will be approached to tender with the work to be completed by June 2018.
- A project plan will be developed to bring elements of the toilets up to standard. **Action: Cllrs Oldham and Milne.**

8. **Update on Village Projects**
- Repairs to Pendle Hill Path - No update available.
  - Village Green Maintenance  
Councillors re-committed to this project and **Cllr Heap** will contact PBC in the first instance to discuss aeration and fertilising of the green.
  - Orientation Board  
**Cllr Goodger** will contact Simon Gilbert regarding progressing repairs to the orientation board.

9. **Repairs to riverside path at Whitehough**
- The Chairman stated that he had been approached by the Chairman of Roughlee PC (RPC) regarding whether the collapse of pathways at Whitehough could negate the point of repairs currently being investigated at Thorneyholme. Cllr Oldham advised that he had approached the Chairman of RPC regarding the nature of these repairs but had not yet received a response.
- Cllr Oldham circulated photographs of the riverbanks at Whitehough where earth and walls had collapsed. The Chairman clarified that it was not the responsibility of BPC to either maintain or undertake repairs to the riverbanks, footpaths or Whitehough Bridge. Members agreed that a full survey of the area was desirable and they would support any repair work.
- Cllr Starkie advised that LCC & PBC may be prepared to undertake repairs to the footpath and he agreed to liaise between the PCs and LCC / PBC.

10. **Best Kept Village Maintenance funding**
- Potential works associated with the BKV were discussed and a budget of £800 - £1,000 was agreed for repairs. Cllr. Connor explained that most of the work would be carried out on a daily rate of pay.

11.	<p><b>Internal Audit:</b> It was <b>RESOLVED</b> that the following documents be approved:</p> <ul style="list-style-type: none"> <li>• The Council's Risk Assessment Schedule 2017</li> <li>• The Council's Asset Register 2018.</li> </ul>
12.	<p><b>Request for a Donation</b> It was <b>RESOLVED</b> a donation to Barley Table Tennis Club of £350 towards the cost of a new Table Tennis Table was approved.</p>
13.	<p><b>Toilet Funding/Maintenance Arrangements.</b> The Chairman advised the financial position as follows:</p> <ul style="list-style-type: none"> <li>○ Costs: £5,649</li> <li>○ Income: £1,294</li> <li>○ Balance: £4,355</li> </ul>
14.	<p><b>Reports for information only:</b></p> <p><b>PARISH CLERK:</b></p> <ul style="list-style-type: none"> <li>• The Clerk advised that the official opening of Whitehough Outdoor Centre was 27<sup>th</sup> March.</li> <li>• The Clerk advised that she would ensure BPC would fulfil the requirements of GDPR.</li> </ul> <p><b>RESPONSIBLE FINANCIAL OFFICER:</b></p> <ul style="list-style-type: none"> <li>• The RFO advised that the balance of the account at 14.03.18 was £47,470 with uncleared cheques of £273.</li> </ul> <p><b>PLANNED EVENTS WITHIN BARLEY:</b></p> <ul style="list-style-type: none"> <li>• The 'Dark Dash' event will be held on 21 March in the evening.</li> <li>• The next major fell race will be held on Saturday 7th April; the village will be extremely busy.</li> </ul> <p><b>CHAIRMAN:</b></p> <ul style="list-style-type: none"> <li>• The Chairman requested that a member write the April newsletter; Cllr Statham agreed.</li> <li>• He advised that he had responded to a consultation from LCC regarding the future of parish councils that, as previously agreed, the parish is happy as it is.</li> <li>• The Chairman advised that roadworks taking place on Barley New Road from 12 March were reported as stabilising the embankment but they looked more like footway and carriageway patching works.</li> </ul> <p><b>LENGTHSMAN:</b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b>COUNCILLORS LIAISON</b></p> <ul style="list-style-type: none"> <li>• Cllr. Statham raised the issue of the number of potholes in the village. It was proposed that bags of patching product be purchased to effect repairs; this was agreed. <b>Action: Lengthsman.</b></li> <li>• Cllr Connor: <ul style="list-style-type: none"> <li>○ advised that the Barley Mow would supply wine for the Annual Parish meeting at a cost of £4.25 per bottle. The RFO will advise Cllr Connor of the quantities. <b>Action: C Heap.</b></li> <li>○ Mike Williams of PBC Tourism had contacted Cllr Connor to discuss the Sculpture Trail and to arrange a meeting later in the week. Cllrs Connor, Milne &amp; Statham to attend.</li> </ul> </li> </ul> <p><b>COUNTY COUNCILLOR:</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>BOROUGH COUNCILLOR:</b></p> <ul style="list-style-type: none"> <li>• Cllr Starkie advised that no crimes had been committed in the rural areas in February.</li> </ul>
	<p><b>Date of next the meeting:</b> <span style="float: right;"><b>11 April 2018</b></span></p>