

SEPTEMBER 2019

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 11 September 2019 at the Village Hall

Present: Cllr. D. Heap (Chair), Cllr. J Connor, Cllr. R. Seymour. Cllr. R. Fowler
Cllr. J. Lowcock

In Attendance: C. Heap (Acting Clerk & RFO), Borough Cllr C. Lioni.

Public: Leona Commons-Wicks

1.	Apologies for Absence: Cllr. V. Mager, Cllr Goldsbrough and Cllr. Wakeford.																				
2.	Councillors Declaration of Interest: None																				
3.	To Approve the Minutes of the Annual Council Meeting held on 14 August & 4 September 2019. It was RESOLVED that the Minutes of both meetings should be approved and that the Chair sign them as a correct record.																				
4.	Public participation: None																				
5.	<p>Planning Applications (PA):</p> <p>PA 19/0563/FUL Mankowles Barn, Barley Lane, Barley. Conversion of barn to a single dwelling. The Council had met on the 4th September and agreed to object to the application because the quality of the design was considered poor. The minutes of the EO meeting held on 4th September had been circulated and Councillor's agreed the content. The minutes would reflect the objection to be submitted to PBC. However, it had been reported that the application had been withdrawn and if this was the case the BPC response would might not be submitted.</p> <p>PA 19/0535/FUL – 2No Detached Houses off Ridge Lane, Roughlee. The chairman reported that the PC had previously objected to this application on the grounds of the impact on the open countryside in the AONB and had again lodged the same objection. The Chairman had attended the September BWP Committee meeting when the application had been refused on the same grounds.</p>																				
6.	<p>Financial Matters: The following payments were approved:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th align="center">Expenditure</th> <th align="center">Cost (£)</th> </tr> </thead> <tbody> <tr> <td>JRB Dog Bags</td> <td align="right">102.60</td> </tr> <tr> <td>Newsletter Apr-Sept'19</td> <td align="right">180.00</td> </tr> <tr> <td>Clerk J. Sutcliffe 1 Month</td> <td align="right">88.33</td> </tr> <tr> <td>UU Waterplus Toilets Water</td> <td align="right">466.18</td> </tr> <tr> <td>NVS Toilet Clean Materials</td> <td align="right">123.98</td> </tr> <tr> <td>M. Wilkinson Aug Toilet Clean</td> <td align="right">260.00</td> </tr> <tr> <td>R. Statham 5 Day Aug'19 Toilet Clean</td> <td align="right">50.00</td> </tr> <tr> <td>PBC Election Payment</td> <td align="right">307.15</td> </tr> <tr> <td>2 New Car Park Locks – D. Heap</td> <td align="right">23.52</td> </tr> </tbody> </table>	Expenditure	Cost (£)	JRB Dog Bags	102.60	Newsletter Apr-Sept'19	180.00	Clerk J. Sutcliffe 1 Month	88.33	UU Waterplus Toilets Water	466.18	NVS Toilet Clean Materials	123.98	M. Wilkinson Aug Toilet Clean	260.00	R. Statham 5 Day Aug'19 Toilet Clean	50.00	PBC Election Payment	307.15	2 New Car Park Locks – D. Heap	23.52
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7. Councillor actions:

Progress on actions as follows -

The following are **completed actions** since the last meeting:

Councillor	Action	From
D. Heap	Discuss timing of implementation of lines with C Wakeford. & LCC	June '19
V. Mager	Consult with Barley Green Residents additional traffic calming	Aug'19
D. Heap	Request R. Hargreaves jets drains on village green	Aug'19
V. Mager	Establish Councillor WhatsApp Group	Aug'19
J.C & RFO	Procure replacement part to repair Village Clock	Aug'19
J. Connor	Arrange repair of bus shelter light	Aug'19

The following are **new or carried forward actions**:

Councillor	Action	From
D. Heap	Contact LCC re H-bar outside Chapel – Awaiting LCC response	June '19
R. Fowler	Contact bus company re use of turning circle.	June '19
D. Heap	Car Park new gullies & jet drains	Aug '19
J Connor & J Lowcock	Temporary repairs to car park pot holes.	Aug'19
C. Lioni	Enquire when PBC will provide waste bins at Black Moss. - Ongoing	Aug'19
D. Heap	Contact PBC regarding provision of waste bins at Black Moss.	Sept '19
C. Lioni	Contact PBC to enquire if they will jet drains on the Village Green	Sept'19
D. Heap	Car Park Surfacing Project – Issue Contract T & C's to Contractor	Sept'19
J. Lowcock	Prepare list of significant playground defects for repair	Sept'19
R. Fowler	Contact UU to clear drainage channel outside No.1 Barley Green	Sept'19
R. Fowler	Investigate option of rain-water harvesting at the car park toilets.	sept'19
R. Fowler	CCTV – Consultation Letters & Authority to Install 3 rd Party Property	Sept'19
R. Seymour	Report on legality and provision of "Own Risks" signs on car park.	Sept'19

Cllr Mager would bring future proposals forward for traffic calming on Barley Green.

8. Parish Maintenance & Village Projects

Installation of parking restriction boulders at Narrowgates

No progress reported – Cllr. Heap & Cllr. Fowler to contact Tim Cartmell for an update.

The project was agreed by UU and the PC insurers in April'19 and nothing has happened since.

Car Park Surfacing

Asphalt Systems are scheduled to start the project in early October; anticipate car park closure for 1 week. DH had visited the Cabin and informed them of the project. Contract Terms & Conditions to be prepared and issued to Contractor. **Action: Cllr. Heap**

Temporary Car Park Surface Repairs

Cllr. Lowcock reported that David Lowcock agreed to undertake the car park pot hole repairs and was awaiting the PC to meet him on site to agree the works. **Action Cllr Connor.**

Car Park Signage – "Park at Own Risk" and Speed Limit 10mph

Cllr. Seymour agreed to look in to the legality of such signs and their provision. These signs are widely used and should bring some protection to the Council. **Action: Cllr. Seymour.**

Village Green Drainage Improvements

Cllr. Heap confirmed that R. Hargreaves had agreed to jet the drains in October.

C. Lioni would ask PBC if they could jet the drains as they had dedicated jetting equipment.

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It was agreed that Cllr. Heap should approach the car park surfacing contractor regarding replacing the three gullies on the green. **Action: Cllr. Heap**

PBC Annual Playground Inspection Report

Cllr. Lowcock had reviewed the report and commented that all risks identified had been categorised as very low or low. However, a number of maintenance issues had been identified requiring attention. List of most significant defects to be prepared, Action: **Cllr Lowcock**

CCTV

Cllr. Fowler produced a draft policy for the council to use if CCTV was installed, this was a copy of the Roughlee PC policy. Cllr. Lioni suggested that the Police would not accept our CCTV evidence unless we were licenced. He also suggested that we contact Trawden PC who have just set up a CCTV system and have full information on legislation. Cllr. Fowler & Heap thought a licence was not required.

The Chairman put forward a motion for the Council to confirm an interest in whether to progress the project further or stop the project at this point.

Votes for proceed with the project further: For 3No, Against 1No, Abstain 1No.

The Chairman re-affirmed that there would be a future vote to purchase and install or not.

Cllr. Fowler to draft consultation letters to residents supported by Cllr. Heap. Cllr. Heap commented that the PC would require the written permission of any property owners before the PC could consider fitting CCTV equipment on to a 3rd party property. **Action: Cllr. Fowler.**

9. **Traffic Issues, Turning Circle, Car Park & Planned Events in Barley:**

Traffic issues: Road Lines

The Chairman advised that the LCC officer dealing with the road lines in Barley has changed. The time for installing road lines is running out due to winter approaching. Cllr. Heap has requested an update from LCC on numerous occasions and will inform Council as soon as he has an update.

The Chairman reported he would write to the local County Councillor and the County Councillor for Highways for an update. **Action: Cllr Heap.**

Cllr. Lioni will also chase this with LCC.

Cllr Connor suggested installing signage once the lines are installed to inform drivers what single white lines signify. Cllr. Fowler also suggested that if CCTV is progressed any signage to indicate enforcement of road lines should also notify of CCTV monitoring.

Turning Circle Parking:

Cllr. Goldsbrough e-mailed the Council reporting motorists parking before 6pm and suggesting the Council introduce better signage warning motorists of penalties if parking before 6pm and issuing of penalties to repeat offenders. He also requested permission to approach companies requesting prices to install permanent barriers.

The e-mail was discussed and the Council concurred that there were no penalties for parking and that the installation of any barriers would be a last option solution once all other deterrent actions had failed. It was agreed The Chairman would inform Cllr. Goldsbrough accordingly.

Cllr Fowler also informed the Council that he is trying to encourage the bus services to use the turning circle bus stop rather than causing an obstruction in the village. Cllr. Fowler informed that it would not be viable to install a separate CCTV camera to monitor parking on the turning circle as it would be too expensive.

Planned Events: None Reported

10. **Report from Chairman Whitehough – Superfast Broadband**

The chair reported upon the BT Openreach project to deliver superfast broadband to the parish which had involved erecting hundreds of telegraph poles around the parish Many poles had been erected in the open countryside on Barley Lane before the project was stopped as Openreach did not have permission to erect the poles in the AONB. Subsequently the poles had been removed but SFB was installed on the existing telegraph poles in the village. The order to stop works was intended to stop poles being erected in the open countryside but Openreach had wrongly

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	<p>determined that the instruction included not erecting the 5No poles required to connect Whitehough (not in the open countryside and has poles) to SFB. The residents of Whitehough do not have access to the village wireless broadband. In January 2019 Mr B. Sanderson had asked the PC about the position in Whitehough and the Chair had raised the issue with Openreach who informed that funding for the project had come to an end and the only possible way forward was by the “Community Fibre Partnership” or CFP.</p> <p>The PC suggested that Mr Sanderson gather evidence of support in Whitehough for an SFB service and, if provided, the PC would support residents by lobbying and supporting any CFP.</p> <p>Mr Sanderson had put out 15No Forms to residents in Whitehough and received 12No returns requesting SFB which he had submitted to the Chairman on 25/8/19. The Council resolved to support the residents of Whitehough to progress SFB.</p> <p>Report from Parish Councillors</p> <ul style="list-style-type: none"> • Gate opposite car park – Cllr Connor reported that the gate is badly damaged and requires repair. Cllr Heap reported that UU had been informed. • Cllr. Lowcock – mobility scooter to be provided by PHLP for disabled visitors. Councillors expressed concern about electricity charging port and building to house the scooter. • Cllr. Fowler – Reported that drain channels on Barley Green appear to be blocked. He would report to United Utilities for cleaning out. Action: Cllr. Fowler. 										
11.	<p>Use of Social Media The Council agreed in principle to launch a Facebook portal in order to issue information to residents. Cllr. Fowler suggested adopting the ‘Barley Resident’ site. It was agreed to develop a policy on social media before progressing further. Action Cllr Heap possibly with Cllr Mager.</p>										
12.	<p>Best Kept Village 2019 Chairman reported that we are in the final two for the award of Best Kept Village and we have been invited to attend the winner’s ceremony on 14th October</p>										
13.	<p>Toilet Funding/Maintenance Arrangements.</p> <table border="1" data-bbox="215 1218 1455 1290"> <thead> <tr> <th>Expenditure</th> <th>Exp. Utilities & Mnt</th> <th>Income Donate</th> <th>Income Cabin</th> <th>Running Cost</th> </tr> </thead> <tbody> <tr> <td>2,786.76</td> <td>1,029,07</td> <td>772.20</td> <td>185.20</td> <td>3,050.43</td> </tr> </tbody> </table> <p>Building improvements: There was a short discussion and agreement that the doors and frames needed replacement and the chair reported the floor in the gent’s toilet required replacing. Cllr. Fowler suggested obtaining rainwater harvesting equipment for flushing toilets. Action: Cllr Fowler to investigate.</p>	Expenditure	Exp. Utilities & Mnt	Income Donate	Income Cabin	Running Cost	2,786.76	1,029,07	772.20	185.20	3,050.43
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14.	<p>Reports for information only: PARISH CLERK & RFO: The RFO reported balance of the account at 14.08.19 was £60,408 with no uncleared payments.</p> <p>LENGTHSMAN: No update on hours worked was available. The secretary has reported BPC has a surplus in the account from last year of £371.00. Chairman will liaise with Frank Wilkinson to ascertain if he is able to continue as Lengthsman in the coming months.</p> <p>BOROUGH COUNCILLOR: Cllr. Lioni informed dog bins are not being emptied outside village centre he will chase PBC. He agreed to support the PC regarding road lines and signage.</p>										
15.	<p>Newsletter suggestions – CCTV</p>										
16.	<p>Training – The booklet “Good Councillor’s Guide 2018” was issued to Cllr. R. Fowler</p>										
17.	<p>Disclosable Pecuniary Interests - Forms were completed by those Councillors in attendance, others to complete asap. Copies will go to PBC and they will be posted on their website.</p>										
	<p>Date of the next meeting: 9 October 2019</p>										

Confirmed Record: Derek Heap (Chairman) on 9th October 2019