

**FEBRUARY 2020**

**Barley with Wheatley Booth Parish Council (BPC)**

**Minutes of the Meeting of the Council held on Wednesday 12<sup>th</sup> February 2020 at the Village Hall**

**Present:** Cllr. D. Heap (Chair) Cllr. R. Seymour Cllr. D Goldsbrough  
Cllr. R. Fowler Cllr. C. Lioni Cllr. V. Mager

**In Attendance:** L. Commons-Wicks (Clerk) C. Heap (RFO)

**Public:** R. Turner

1.	<b>Apologies:</b> Cllr. J. Lowcock & Cllr. J. Connor										
2.	<b>Councillors Declaration of Interest:</b> None										
3.	<b>To Approve the Minutes of the Council Meeting held on 8th January 2020:</b> It was RESOLVED that the Minutes of the meeting should be approved and that the Chair sign them as a correct record.										
4.	<b>Public Participation:</b>  Rose Turner raised the following issues:  a) CCTV Consultation – RT had not been included even though the CCTV cameras covered her parking area. The Council agreed to send a consultation letter <b>ACTION (11) - Clerk &amp; DH.</b>  b) Requested update on white lines – The Council had no update but the issue was on the agenda.  c) Concerns raised regarding the increased number of tourists suggested in the recent parish council letter item referring to the RDPE grant application by the PC - Chairman responded that the grant, if awarded, would enable the Council to better manage parking by visitors.  d) Coaches are parking on the road outside the car park causing obstruction – the Council's view was that vehicles of all sizes had parked in this location and whilst it was an obstruction, reducing traffic to one way only at a time, it was not unusual in the rural area.										
5.	<b>To Consider Planning Applications (PA):</b>  <b>APPLICATION: 19/0755/OUT</b> <b>PROPOSAL: Full: Conversion of barn to a single dwelling, formation of domestic curtilage and access track (Resubmission)</b>  The re-submitted planning application seemingly had no significant changes and therefore the chairman had re-submitted the same objection previously agreed by the council before the closing date of 10 <sup>th</sup> February 2020.										
6.	<b>Financial Matters:</b> The following payments were approved: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: center;">Expenditure</th> <th style="text-align: center;">Cost (£)</th> </tr> </thead> <tbody> <tr> <td>F &amp; M Wilkinson December Toilet Clean</td> <td style="text-align: right;">310.00</td> </tr> <tr> <td>Sabden Lengths man Scheme</td> <td style="text-align: right;">616.00</td> </tr> <tr> <td>RFO Stationary</td> <td style="text-align: right;">26.45</td> </tr> <tr> <td>F &amp; M Wilkinson January Toilet Clean</td> <td style="text-align: right;">310.00</td> </tr> </tbody> </table>	Expenditure	Cost (£)	F & M Wilkinson December Toilet Clean	310.00	Sabden Lengths man Scheme	616.00	RFO Stationary	26.45	F & M Wilkinson January Toilet Clean	310.00
Expenditure	Cost (£)										
F & M Wilkinson December Toilet Clean	310.00										
Sabden Lengths man Scheme	616.00										
RFO Stationary	26.45										
F & M Wilkinson January Toilet Clean	310.00										

## FEBRUARY 2020

7.	<b>Councillor Actions:</b>																																																																		
		Progress on actions as follows - The following are <b>completed actions</b> since the last meeting:																																																																	
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Ref</th> <th style="width: 20%;">Councillor</th> <th style="width: 60%;">Action</th> <th style="width: 15%;">From</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Cllr. R. Fowler</td> <td>Contact UU to clear drainage channel outside No.1 Barley Green</td> <td>Sept'19</td> </tr> <tr> <td>06</td> <td>Cllr. D. Heap</td> <td>Purchase of bags of road salt</td> <td>Nov19</td> </tr> <tr> <td>08</td> <td>Cllrs. DH &amp; RF</td> <td>CCTV Consultation with Barley chapel</td> <td>Jan 20</td> </tr> <tr> <td>10</td> <td>Cllr. D. Heap</td> <td>Purchase of 'No coaches' sign for carpark</td> <td>Jan 20</td> </tr> <tr> <td>12</td> <td>Cllr. D. Heap</td> <td>Confirm to J. Starkie BPC interest in Finger Post Sign repairs</td> <td>Jan 20</td> </tr> <tr> <td>13</td> <td>Cllr. D. Heap</td> <td>Inform VHC that the PC will attend their meetings on request</td> <td>Jan 20</td> </tr> <tr> <td>14</td> <td>Cllr. D. Heap</td> <td>Pay Sabden PC of £616.00 to Lengths-man Scheme</td> <td>Jan 20</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Ref	Councillor	Action	From	01	Cllr. R. Fowler	Contact UU to clear drainage channel outside No.1 Barley Green	Sept'19	06	Cllr. D. Heap	Purchase of bags of road salt	Nov19	08	Cllrs. DH & RF	CCTV Consultation with Barley chapel	Jan 20	10	Cllr. D. Heap	Purchase of 'No coaches' sign for carpark	Jan 20	12	Cllr. D. Heap	Confirm to J. Starkie BPC interest in Finger Post Sign repairs	Jan 20	13	Cllr. D. Heap	Inform VHC that the PC will attend their meetings on request	Jan 20	14	Cllr. D. Heap	Pay Sabden PC of £616.00 to Lengths-man Scheme	Jan 20																																	
Ref	Councillor	Action	From																																																																
01	Cllr. R. Fowler	Contact UU to clear drainage channel outside No.1 Barley Green	Sept'19																																																																
06	Cllr. D. Heap	Purchase of bags of road salt	Nov19																																																																
08	Cllrs. DH & RF	CCTV Consultation with Barley chapel	Jan 20																																																																
10	Cllr. D. Heap	Purchase of 'No coaches' sign for carpark	Jan 20																																																																
12	Cllr. D. Heap	Confirm to J. Starkie BPC interest in Finger Post Sign repairs	Jan 20																																																																
13	Cllr. D. Heap	Inform VHC that the PC will attend their meetings on request	Jan 20																																																																
14	Cllr. D. Heap	Pay Sabden PC of £616.00 to Lengths-man Scheme	Jan 20																																																																
		The following are <b>new or carried forward actions</b> :																																																																	
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Ref</th> <th style="width: 20%;">Councillor</th> <th style="width: 60%;">Action</th> <th style="width: 15%;">From</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>Cllr. R. Fowler</td> <td>Investigate option of rainwater harvesting at the car park toilets</td> <td>Sept'19</td> </tr> <tr> <td>03</td> <td>Cllr. J. Lowcock</td> <td>Issue list of significant defects on playground</td> <td>Oct' 19</td> </tr> <tr> <td>04</td> <td>Cllr. V. Mager</td> <td>Consult resident's vis traffic calming on Village Green</td> <td>Oct' 19</td> </tr> <tr> <td>05</td> <td>Cllrs. RF &amp; DH</td> <td>To arrange inspect of toilet block building</td> <td>Nov 19</td> </tr> <tr> <td>07</td> <td>Cllr. D. Goldsbrh</td> <td>Develop 1<sup>st</sup> draft Turning Circle Parking Policy</td> <td>Jan 20</td> </tr> <tr> <td>09</td> <td>Cllrs. RF/VM/DH</td> <td>Develop 1<sup>st</sup> Draft CCTV tender documents</td> <td>Jan 20</td> </tr> <tr> <td>11</td> <td>Cllr. D. Heap</td> <td>Send CCTV Consultation letter to R. Turner</td> <td>Feb 20</td> </tr> <tr> <td>15</td> <td>Cllr. V. Mager</td> <td>To source 4* 20mph signs and suitable fixpoints</td> <td>Feb 20</td> </tr> <tr> <td>16</td> <td>Cllr. R Fowler</td> <td>To draft tender documentation</td> <td>Feb 20</td> </tr> <tr> <td>17</td> <td>Cllr. D. Heap</td> <td>To submit Expression of Interest to RDPE by Sunday 16<sup>th</sup> February</td> <td>Feb 20</td> </tr> <tr> <td>18</td> <td>Cllr. C. Lioni</td> <td>To follow-up on road line scheduling and report at March 20 BPC</td> <td>Feb 20</td> </tr> <tr> <td>19</td> <td>Cllr. D. Goldsbrh</td> <td>To circulate LALC email regarding turning circle parking</td> <td>Feb 20</td> </tr> <tr> <td>20</td> <td>Cllr. C. Lioni</td> <td>To follow-up on the PBC road sweeping request</td> <td>Feb 20</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Ref	Councillor	Action	From	02	Cllr. R. Fowler	Investigate option of rainwater harvesting at the car park toilets	Sept'19	03	Cllr. J. Lowcock	Issue list of significant defects on playground	Oct' 19	04	Cllr. V. Mager	Consult resident's vis traffic calming on Village Green	Oct' 19	05	Cllrs. RF & DH	To arrange inspect of toilet block building	Nov 19	07	Cllr. D. Goldsbrh	Develop 1 <sup>st</sup> draft Turning Circle Parking Policy	Jan 20	09	Cllrs. RF/VM/DH	Develop 1 <sup>st</sup> Draft CCTV tender documents	Jan 20	11	Cllr. D. Heap	Send CCTV Consultation letter to R. Turner	Feb 20	15	Cllr. V. Mager	To source 4* 20mph signs and suitable fixpoints	Feb 20	16	Cllr. R Fowler	To draft tender documentation	Feb 20	17	Cllr. D. Heap	To submit Expression of Interest to RDPE by Sunday 16 <sup>th</sup> February	Feb 20	18	Cllr. C. Lioni	To follow-up on road line scheduling and report at March 20 BPC	Feb 20	19	Cllr. D. Goldsbrh	To circulate LALC email regarding turning circle parking	Feb 20	20	Cllr. C. Lioni	To follow-up on the PBC road sweeping request	Feb 20									
Ref	Councillor	Action	From																																																																
02	Cllr. R. Fowler	Investigate option of rainwater harvesting at the car park toilets	Sept'19																																																																
03	Cllr. J. Lowcock	Issue list of significant defects on playground	Oct' 19																																																																
04	Cllr. V. Mager	Consult resident's vis traffic calming on Village Green	Oct' 19																																																																
05	Cllrs. RF & DH	To arrange inspect of toilet block building	Nov 19																																																																
07	Cllr. D. Goldsbrh	Develop 1 <sup>st</sup> draft Turning Circle Parking Policy	Jan 20																																																																
09	Cllrs. RF/VM/DH	Develop 1 <sup>st</sup> Draft CCTV tender documents	Jan 20																																																																
11	Cllr. D. Heap	Send CCTV Consultation letter to R. Turner	Feb 20																																																																
15	Cllr. V. Mager	To source 4* 20mph signs and suitable fixpoints	Feb 20																																																																
16	Cllr. R Fowler	To draft tender documentation	Feb 20																																																																
17	Cllr. D. Heap	To submit Expression of Interest to RDPE by Sunday 16 <sup>th</sup> February	Feb 20																																																																
18	Cllr. C. Lioni	To follow-up on road line scheduling and report at March 20 BPC	Feb 20																																																																
19	Cllr. D. Goldsbrh	To circulate LALC email regarding turning circle parking	Feb 20																																																																
20	Cllr. C. Lioni	To follow-up on the PBC road sweeping request	Feb 20																																																																
8.	<b>Parish Maintenance &amp; Village Projects:</b>																																																																		
		<b>Installation of parking restriction boulders at Narrowgates:</b> No update																																																																	
		<b>Car Park Surfacing Update:</b> Final account and defects are still outstanding issues to resolve with Asphalt Systems Ltd, they had not been in contact with the PC. PHLP confirmed they are still offering financial support for the introduction of parking bays. Chairman informed them this work should be programmed for May'20.																																																																	
		<b>Height Restriction Barrier to Car Park:</b> Two coaches had got under the barrier on Sunday 19 <sup>th</sup> May and used the car park. No other incidents since these two coaches used the carpark. The chairman had sourced a 'NO COACHES' sign and this had been erected by Cllr. J. Connor which has proved successful so far.																																																																	

## FEBRUARY 2020

	<p>No further issues or complaints have been raised by residents regarding the barrier except above.</p> <p><b>PBC Annual Playground Inspection Report: - OUTSTANDING ACTION (03) - Cllr. Lowcock</b></p> <p><b>(ACTION 04). Consultation of Residents &amp; Safe- Lanes vis Traffic Calming Barley Green:</b></p> <p>Residents are requesting 'SLOW' to be painted onto roads and the installation of 4 No 20mph speed restriction signs. <b>ACTION (15) – Cllr. Mager.</b></p> <p>Cllr. Heap reported the budget from PBC for traffic calming was £600 so more works are required.</p> <p><b>CCTV – Proposal to Introduce CCTV – Update:</b></p> <p>Chairman had written to Mrs. A. Hargreaves of the Methodist Church as a consultation on the fixing of cameras to the church building. A response is awaited.</p> <p>The Invitation to Tender documents was being drafted by Cllr. Fowler. <b>ACTION (16) - Cllr Fowler.</b></p> <p>Tender Documents to be prepared. <b>ACTION (09) - Cllrs. Fowler &amp; Heap</b></p>
9.	<p><b>RDPE Growth Programme – Rural Tourism Infrastructure Grants:</b></p> <p>Discussion was held regarding the content of the RDPE Growth Programme “Expression of Interest” (E of I) application for the rural tourism infrastructure grant.</p> <p>It was agreed the carpark resurfacing Phase 2, the toilet block improvements and drainage of the village green would be included in the E of I which would be prepared by Cllr. D. Heap for submission by Sunday 16<sup>th</sup> February 2020. Contributions and proof reading to be undertaken by Cllrs. Mager &amp; Seymour. <b>ACTION (17) - Cllrs. Heap, Mager &amp; Seymour.</b></p> <p>Consideration was given to the details of the bid. There was discussion regarding the funding criteria, particularly affordability for the PC and the requirement for the PC to fund any works before claiming the grant contribution after the works are completed. The consideration was to apply for circa £40k value of works with a grant support application of circa £30k.</p> <p>Cllr. Heap expressed his concern that a lot of effort would be required from Councillors if the E of I led to the PC being invited to submit a full application and then qualify for a grant. The Chairman asked for a commitment from Councillors prior to the E of I submission. The Council confirmed they would be willing to divide the workload between the group.</p>
10.	<p><b>Traffic Issues, Turning Circle, Car Park &amp; Planned Events in Barley:</b></p> <p><b>Traffic issues: Road Lines:</b></p> <p>Still waiting for LCC to start road lining works although weather has not been suitable for such work. Discussions were held to best course of action to take. It was agreed that Cllr. Lioni would make enquiries and would report back at the next PC meeting when the situation would be reviewed and follow up action would be decided. <b>ACTION (18) – Cllr. Lioni</b></p> <p><b>Turning Circle Parking:</b></p> <p>Cllr. Goldsbrough had undertaken legal research and the feedback from LALC suggested that although parking fines may be implemented, a trained person should carry out this procedure. It was agreed that currently this was not a practical solution but more research was required. It was therefore agreed that the 'right to fine' would be upheld and expressed in the Turning Circle Parking Policy for now. Cllr. Goldsbrough to circulate copies of e-mail parking advice.</p>

## FEBRUARY 2020

	<p><b>ACTION (19) - Cllr. Goldsbrough</b></p> <p><b>Planned Events:</b> Stan Bradshaw Fell Race – Saturday 7<sup>th</sup> March (Colin Woodford).</p>													
11.	<p><b>Report from Chairman &amp; Parish Councillors:</b></p> <p><b>Chairman</b> Update from Pendle Hill Partnership Meeting attended by Cllr. Heap on 12<sup>th</sup> February 2020</p> <ul style="list-style-type: none"> <li>• Works in progress to rebuild dry stonewalls at Pendleside, the PHLP plan to improve one boundary on all farms so we will see walling and hedge restoration works in the future,</li> <li>• Work has started on new bridleway between Chatburn and Downham, it will run parallel to the main road separating vehicles from pedestrians, cyclists and horse riders,</li> <li>• Hedge laying courses are available to volunteers.</li> <li>• A woodland management scheme in Ogden Woods is underway,</li> <li>• Heys Lane improvement works are planned for summer 2020</li> </ul> <p><b>Heavy flooding Sunday 9<sup>th</sup> February 2020 (69mm rain overnight recorded)</b> The chairman has reported partially blocked culvers and blocked gullies on Barley New Road to LCC and so they should be cleaned soon. It has been requested that the gullies not shown on LCC mapzone are added to the LCC asset register including the critical gully outside Barley Village Hall.</p> <p><b>Footpath Sweeping on Barley New Road</b> It has been requested that the PBC sweep the footpaths as they are littered with leaves and debris. PBC have taken no action to date. <b>ACTION (20) – Cllr. Lioni</b> to progress request.</p>													
12.	<p><b>Toilet Funding/Maintenance Arrangements.</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">Expenditure</th> <th style="text-align: left;">Exp. Utilities &amp; Mnt</th> <th style="text-align: left;">Income Donate</th> <th style="text-align: left;">Income Cabin</th> <th style="text-align: left;">Running Cost</th> </tr> </thead> <tbody> <tr> <td>4,446.29</td> <td>1,662.56</td> <td>1,094.78</td> <td>185.20</td> <td>5,020.97</td> </tr> </tbody> </table> <p><b>7.05) Building Improvements:</b> No Report. <b>Outstanding ACTION - Cllrs. Fowler &amp; Heap.</b></p>				Expenditure	Exp. Utilities & Mnt	Income Donate	Income Cabin	Running Cost	4,446.29	1,662.56	1,094.78	185.20	5,020.97
Expenditure	Exp. Utilities & Mnt	Income Donate	Income Cabin	Running Cost										
4,446.29	1,662.56	1,094.78	185.20	5,020.97										
13.	<p><b>To Receive Reports From the Following (for information only):</b></p> <p><b>Parish Clerk:</b> - No Report</p> <p><b>RFO:</b> The RFO reported balance of the account at 11.02.20 was £38,126.78 with no uncleared payments. Current Commitments include toilet block refurbishment, Narrowgates Boulders, Traffic Cone Store &amp; WI grant, Village Green Drains &amp; CCTV amount to £23,120.</p> <p><b>Lengths-man Scheme:</b></p> <p>W/c 17<sup>th</sup> February F. Wilkinson is hoping to return to work following his illness absence. Second lengths-man has been requested to pick up leaves but has not done so yet.</p> <p><b>Borough and County Councillor Report:</b> - No Report</p>													
14.	<p><b>Newsletter suggestions</b> – Newsletter to be produced by Cllrs. D. Goldsbrough &amp; D. Heap</p>													
	<b>Date of the next meeting:</b>		<b>11<sup>th</sup> March 2020</b> (agenda items by 5th March).											