

November 2020

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on
Wednesday 11th November 2020 - Remotely Via Zoom Conference Call

Present: Cllr. D. Heap (Chair) Cllr. J. Connor Cllr. L Hunt
Cllr. D. Goldsbrough Cllr. R. Seymour Cllr. R. Fowler
Cllr. S. Umpleby

In Attendance: C. Heap (Acting Clerk / RFO) **Public:**

1.	1	Apologies: Cllr. C. Lioni	Absent:																								
		Coronavirus Pandemic <i>To reduce the spreading of the virus the government had introduced legislation and guidance which include social distancing and restriction on people meeting in groups. The Coronavirus Act 2020 has permitted Councils to conduct their business without holding a physical meeting. Consequently, the October 2020 BPC was again held remotely via Zoom conferencing allowing remote participation.</i>																									
2.		Councillors Declaration of Interest: Cllr. R. Seymour – Planning applications neighbour																									
3.		To Approve the Minutes of the Council Meeting held on 14th October 2020: It was RESOLVED that the Minutes of the meeting should be approved and that the Chair sign them as a correct record. To Approve the Minutes of the Extra-Ordinary Council Meeting held on 21st October: It was RESOLVED that the Minutes of the meeting should be approved and that the Chair sign them as a correct record.																									
4.		Financial Matters: The following payments were approved / ratified for payment:																									
		<table border="1"><thead><tr><th>October</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>16</td><td>Pendle BC Playground Report</td><td>71.40</td></tr><tr><td>22</td><td>Remembrance Wreath JC</td><td>16.00</td></tr><tr><td></td><td>Pendle Signs £ Removed</td><td>36.00</td></tr><tr><th>November</th><td></td><td></td></tr><tr><td>2</td><td>LCC No Camping Sign (2)</td><td>70.80</td></tr><tr><td>2</td><td>K & L Marshall Toilet Clean</td><td>90.00</td></tr><tr><td>2</td><td>Lloyds Jones Toilet Supply</td><td>30.00</td></tr></tbody></table>	October	Expenditure		16	Pendle BC Playground Report	71.40	22	Remembrance Wreath JC	16.00		Pendle Signs £ Removed	36.00	November			2	LCC No Camping Sign (2)	70.80	2	K & L Marshall Toilet Clean	90.00	2	Lloyds Jones Toilet Supply	30.00	
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5.		Planning Applications Planning Application 20/0640/HHO and 20/0639/HHO Salt Pie Farm Objections and comments had been submitted but there was no update from PBC. Planning Application: 20/0646/FUL at Ogden Hill Farm Proposal: Conversion of Barn to 2No Dwelling Houses & Erection of a Detached Double Garage At least 3No objections had been raised by residents and the PC and the Council can now await the PBC planning officers report. It was noted the property was currently up for sale with planning permission submitted for refurbishment of farm and creation of 2 dwellings.																									

Confirmed Minutes

Doree Heap

9 Dec'20

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6. **Parish Maintenance & Village Projects:**

1.0 CCTV Project

Three contractors had expressed a firm interest in submitting a tender and site visits had been carried out. On 10th November two compliant tenders had been received by the RFO. The cost of providing CCTV on the Village Hall, Meadow Bank Farm and the Toilet Block, based on the tenders received, was circa £4-5k.

It was **RESOLVED** that the project was progressed from procurement to purchase, that Councillors Fowler & Heap assessed the price and quality elements of the tender and award the supply and install contract to the contractor offering best value.

The council also expressed a preference for 8 Mega Pixel cameras if that was affordable in the above reported cost range and the recorders had sufficient storage for 14 days.

2.0 Car Park Access Electric Barrier or Other Car Park Management System Update:

Cllrs Heap & Goldsbrough had met with "Park with Ease" (PwE) at the car park when the PC objectives and what the car park management system PwE could offer were discussed. PwE were shown around the car park and were given a full briefing on annual takings, visitor numbers, congestion and parking issues.

PwE had subsequently submitted a proposal document to the PC which had been circulated to members. This gave a good overview of the PwE offer as a vehicle recognition instead of a barrier system, equipment issued free of charge, free parking periods, the management system and reporting, enforcement, payment options and charge setting by the PC.

Members discussed the proposal and confirmed an interest to progressing to more detailed information in relation to commission levels, maintenance, length of contract, internet considerations and VAT considerations. **Action: Cllr. Heap & Goldsbrough.**

3.0 Installation of Car Park Parking Bays: Project on Hold until January 2021.

7. **Traffic Issues, Turning Circle, Carpark & Planned Events in Barley:**

a) Request to LCC for Passing Places on Barley Lane and Barley Road

Cllr Heap reported that he had received confirmation from LCC on 16th October that officers had visited Barley Lane and Barley New Road and found traffic levels had increased significantly. They are positively considering introducing passing places and a plan is to be developed which will then be shared with the PC for comment.

The Chair confirmed that he had replied to LCC on 7th November with the following updates: -

- Roads were inundated with traffic / parked vehicles causing congestion on 7th November,
- BPC are pleased that LCC recognise the traffic situation,
- BPC request a progress update,
- Based on previous experience, BPC are hoping for installation in less than 12 months.

The Council agreed to continue to press for an early response and action from LCC.

b) Traffic Calming Measures beyond existing White Road Lines on carriageway

Councillors reported that there have been instances of visitors ignoring the parking restrictions during busy periods and creating hazards for residents and other visitors. These include: -

- Parking on pedestrian crossings defined by white road lines and tactile paving,
- Parking on junctions where road lines identify parking as a hazard,
- Parking in front of Covid 19 signs advising visitors to park outside village,
- Parking in recognised passing places, such as gateways, causing congestion,
- Parking on acute bends in the road.

It was noted very few visitors park in the village and this is mainly credited to the CV19 signs. Cllr Fowler proposed writing to LCC to request single white lines be upgraded to double yellow lines in the 'danger areas' around the village as listed above. Councillors felt it was safe to allow parking on lengths of straight roadway on Barley Lane and Barley Road but restrictions are needed to relieve congestion hot spots. It was **RESOLVED** that the PC contact LCC and request an upgrade to double yellow lines in danger areas (pedestrian crossings, junctions and bends). **Action: Cllr Fowler to write to LCC.**

Cllr Heap reported that he had contacted 'Parking Services' requesting their advice on ticketing parking offenders. Their advice had been that under their jurisdiction they would only have the authority to charge offenders parking on pedestrian crossings. Cllr Heap has requested a quote for attending the village on an hourly basis. The presence of Parking Wardens in the Village may act as a deterrent.

Cllr Seymour reported that a new sculpture had been erected on the Sculpture Trail. PBC had assured BPC that there would be no future installations. Members felt the sculpture trail had been based in Barley for a considerable period and maybe it should be re-located. It was **RESOLVED** the Chairman write to PBC for an update on any new installation and suggest moving the trail to an alternative location **Action: Cllr Heap.**

Cllr Goldsborough expressed concern regarding parking in the Barley Mow car park. He informed members that the car park is now being used extensively for vehicles from the garage and expressed concern that this may cause a problem when the Barley Mow re-opens. It was reported that a local person had recently purchased the Barley Mow and intended to open it as a pub / restaurant. Members agreed to monitor the situation.

8. Covid 19 Update

The most recent government announcements were:

- ▶ the key message remains "hands, face, space" and get a test if you have CV19 symptoms,
- ▶ following the government introducing a three-tier system to categorise the level of CV19 cases and spreading (1-Medium, 2 – High, 3 – Very High alert), Lancashire moved from Tier 2 to Tier 3 on 17 October leading to the closure of bars and pubs unless they can operate as restaurants and people were banned from socialising with other households.
- ▶ on 5th November nationwide restrictions were introduced restricting any form of socialising, closing all pubs, restaurants, gyms etc but allowing many to continue at work where social distancing can be achieved. The lockdown is scheduled to last until 2nd December.

Car Park & Toilets Opening in Second Lockdown Period

The Council discussed the current CV19 national November lockdown and recognised it was somewhat different to the first lockdown in March as schools, colleges and more businesses were not required to close. The Council's considerations included:

November 2020

- It was better to have visitors in the car park than the village,
- With schools and many businesses still operating, the visitor numbers are unlikely to surge the way they did in March,
- We are moving in to winter and visitor numbers should fall,
- There are no restrictions on travelling to exercise at this time, there was back in March with people ignoring the restrictions,
- No other Councils have yet stated an intention to close any car parks,
- The Cabin wanted to remain open.

The Council **RESOLVED** to keep the car park and toilets open and monitor the situation.

The Council **RESOLVED** to keep the playground open in accordance with national guidance.

Councillors had received a copy of the Toilets CV19 risk assessment and agreed the content.

COVID 19 Signage in Village

It was **RESOLVED** that the signage at the entry to the village and the presence of traffic cones are to remain in place. They are beneficial in promoting CV19 awareness and discouraging visitors parking in the Village centre.

Cllr Umpleby reported that vehicles entering the Village from Barley Lane, where there are no Covid 19 signs, are continuing to park in the Village Centre. Councillors agreed that the Covid 19 signs have been very effective in discouraging vehicles entering the village via the southern entrance. It was **RESOLVED** to purchase a CV19 sign at the northern Barley Lane entrance to the Village. **Action: Cllr Heap** to order additional Covid19 signs from LCC.

9. **Support to Village Hall: Members to agree support for Floor and Other Repairs**

The Chairman provided a short report on his meeting with the VH Chairman and the discussions relating to repairs and maintenance, VHC funds, procurement of suppliers and the project management of contractors and the Committee membership. The summary was that the VHC would welcome any assistance the PC can provide in terms of funding and support in progressing projects the VHC need to carry out to maintain the building.

It was **RESOLVED** that the Council would provide full financial support to replace the rotting wooden floor in the main downstairs hall with a concrete slab. **Action: RFO.**

The Chairman would also assist the VHC with arranging an investigation in to the damp which is evident on the Barley Green side walls of the building.

10. **Chairman's Report**

i) Update on Whitehough Bridge

Cllr Heap reported that LCC undertook a bore hole survey of the bridge on 9th November to support the bridge assessment work undertaken in October. The bridge owner and residents are now awaiting their report and it is expected LCC will offer recommendations to the owner. It is anticipated the report will provide:

- Justification for the continued LCC closure of the bridge or support for re-opening of the bridge, with weight restrictions, following the temporary repairs undertaken by the owner.
- Proposed repairs required and budget estimate costs.

	<p>ii) BPC Website Updates – No Update</p> <p>iii) Xmas Pensioner Gifts 2020</p> <p>The Chairman asked members if they wished to continue with the purchase of Christmas gifts for pensioners during the Covid19 situation. It was RESOLVED to continue with the tradition. Action: Acting Clerk to make arrangements with Councillors to purchase gifts and deliver to residents.</p> <p>iv) Environmental Crime Cllr Heap reported there have been further incidents of ‘fly tipping’ in the local area. These have been reported to PBC who have arranged prompt removal of the waste. Councillors and residents need to be vigilant and hopefully see and report the perpetrators.</p>
11.	<p>Clerk/RFO Report</p> <p>RFO: The RFO reported the balance of the account at 11.11.20 was £47.2k with no uncleared payments. Cllr. Seymour had undertaken a monthly reconciliation of reported expenditure against bank statements and reported the accounts to be in good order.</p>
13	<p>Councillors & Borough Councillor Report</p> <p>Cllr. Goldsbrough queried what was the position regarding recruiting a permanent Clerk. The Council’s view was that it would be difficult to recruit and train a Clerk in the current CV19 climate and social distancing restrictions. It was agreed to continue with the current acting up arrangements until restrictions are removed.</p> <p>Cllr Seymour suggested the Councillor’s take more responsibility from the Chairman as he would be leaving the Council in mid-2021. It was agreed Cllr Heap will delegate tasks and work to other Councillors and assist in mentoring their understanding of the Chairman’s role so they will be better prepared.</p> <p>Cllr Hunt will look in to what the Council could do to limit the opportunity for fly tipping.</p> <p>Cllr Heap reported that little had been posted on the PC Facebook page and suggested items to be updated on to the page to inform residents.</p>
14	<p>Date of the next meeting: 9th December 2020, (agenda items by 3rd December 2020)</p>