

February 2021

Barley with Wheatley Booth Parish Council (BPC)

**Minutes of the Meeting of the Council held on
Wednesday 10th February 2021 – Held Remotely Via Zoom Conference Call**

Present: Cllr. D. Heap (Chair) Cllr. J. Connor Cllr. S. Umpleby Cllr. L Hunt
Cllr. D. Goldsbrough Cllr. R. Seymour Cllr. R. Fowler (Part Items 1-6)

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: None																						
3.		To Approve the Minutes of the Council Meeting held on 13th January 2021: To Approve the Minutes of the Extra Council Meeting held on 20th January 2021 It was RESOLVED that the Minutes of the two meetings 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>January'21</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>21</td><td>British Gas – Toilets Electric</td><td>0.67</td></tr><tr><td>25</td><td>PFK Auditor</td><td>240.00</td></tr><tr><th>February'21</th><th></th><th></th></tr><tr><td>3</td><td>British Gas – Toilets Electric (After Meter Reading)</td><td>35.84</td></tr><tr><td>8</td><td>Wilkinson Toilet Clean Jan'21</td><td>10.00</td></tr><tr><td></td><td></td><td></td></tr></tbody></table>		January'21	Expenditure		21	British Gas – Toilets Electric	0.67	25	PFK Auditor	240.00	February'21			3	British Gas – Toilets Electric (After Meter Reading)	35.84	8	Wilkinson Toilet Clean Jan'21	10.00			
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5.		Planning Applications Planning Application 20/0738/FUL Demolition of Exiting Agricultural Buildings & Erection of Replacement Building - <i>No update.</i> Planning Application: 20/0646/FUL at Ogden Hill Farm The Chairman confirmed he had replied to the queries raised by the developer's designer, adm Ltd, regarding the refusal of this application and the Council's views																						
6.		Parish Maintenance & Village Projects: 1.0 Proposed New Height Restriction Barrier on Car Park to replace Existing Scaffold Barrier The current barrier had been provided by Kirk Scaffolding Ltd to prevent larger vehicles accessing the car park and potentially damaging the macadam surfacing laid in 2019 The proposal was deferred until the car park management system was in place.																						

Confirmed Minutes

Deede Heap

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2.0 Drainage Channel on Footpath near Playground

Cllr Fowler proposed drainage works to alleviate small area flooding on the footpath alongside the playground. It was agreed that the Lengthsman would be asked to remedy the situation but if he was not able to Cllrs. Fowler and Hunt would affect a drainage solution.

Cllr. Fowler added that drainage slot units should also be installed on the Village Green footpath to stop flooding. After some discussion it was agreed Cllrs. Heap & Fowler would meet on the Village Green to assess the wider drainage works required. **Action: Cllrs Heap & Fowler.**

3.0 Car Park Management System (CPMS) Update: Vehicle Recognition System

The Council had raised a number of queries with the CPMS provider and received responses which had been circulated to all members. The Council considered the responses received and agreed that they were all satisfactory.

Further discussions took place relating to liability if the cash was stolen and whether the vehicle recognition system recorded vehicles entering and leaving the car park.

As a result of the queries raised the first draft contract between BPC and the provider had been amended and a copy circulated to all members. The Council agreed that the amended contract was satisfactory and it was **RESOLVED** that the Chairman should progress the award of the CPMS contract for a period of 18 months.

The Chairman had used the Barley Residents Facebook page to advise residents of the Councils proposals and members agreed that the responses had generally been positive,

Propose Parking Charges

Three charging proposals were put forward by the following members:

Cllr. / Period	First 1/2 Hour	1/2Hr to 3Hrs	More than 3Hrs
Cllr Heap	Free	£1.50	£3.00
Cllr. Fowler	Free	£2.00	£4.00
Cllr. Seymour	Free	£2.00	£5.00

The "Free Period" was to allow people to use the toilet and the facilities at the Cabin.

The second period was for those undertaking shorter walks and eating at the Cabin and 6No Councillors agreed on the £2 payment.

The third period payment was discussed at some length and the key issues raised included

- The car park was to a good standard with toilets and a café warranting a £5 charge,
- Many visitors would be familiar with this level of charging at other high attractive sites,
- Visitor surveys had identified that the vast majority of visitors were repeat visitors from East Lancashire and it was thought that a £5 charge, representing a 500% increase, would be unacceptable to some and they would park on the abundance of roads in the area;
- £5 was a possible psychological barrier but a £4 might be more acceptable,

The Chairman said that once new signs with charges had been erected and charges advertised it would be costly to change the signs if the charge level proved to discourage usage of the car park. He proposed an incremental price increase after 18 months should be considered.

It was **RESOLVED** to apply the following charges after a recorded vote:

Charging	Voting
First ½ Hr Free	All Agreed
1/2Hr to 3Hrs at £2	6No Agreed
More than 3Hrs at £4	Cllr. Fowler, Goldsbrough, & Heap (3No)
More than 3Hrs at £5	Cllr. Connor, Hunt, Seymour & Umpleby (4No)

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	<p>Power cables from the toilet block will need to be laid across the car park entrance to get to the preferred camera location and this will involve excavating a shallow trench for cables adjacent to the double row of setts across the car park entrance. The Council agreed it would be better to install plastic ducting to allow other cables to be installed in the future without excavation. The Council agreed to contribute to the works if the Contractor had not intended to use ducting.</p> <p>Regarding the stability of the internet connection there would be an action for Cllr Hunt to arrange to install a connection to the village hall at a relatively modest cost.</p>
7.	<p>Final Account for the Surfacing Works and Consider requirement for further works.</p> <p>It was RESOLVED to pay the final account for the car park surfacing and drainage works.</p> <p>The Chairman has reported that the Contractor has agreed to return to undertake minor remedial works once the car park opens and expressed an interest in the final phase.</p> <p>The Contractor had advised against carrying out any further works in the winter because the stone quickly became saturated after rain due to the clay beneath and that any frost in the stone would cause the surface to heave. Councillors agreed that any further surfacing works should be planned for May 2021.</p>
8.	<p>Traffic Issues, Turning Circle, Carpark & Planned Events in Barley:</p> <p>a) Update on Highway Passing Places on Barley Lane and Barley Road Starting on 27 January, LCC had installed double yellow lines for passing places on Barley Road, the Village Hall junction then the following week on Barley Lane. They had also installed dyl's on the S bends on both roads. Councillors were pleased the lines had now been installed and the Chairman will thank the County Council on behalf of the Council. Action: Cllr Heap.</p> <p>b) Turning Circle The Council had previously agreed to issue the Garage and Barley Mow with a copy of the parking policy in early 2021. It was previously agreed that given the current CV19 lockdown and the pub closure this might be better done when the lockdown is lifted but, after more discussion, it was agreed it was better to write to both parties again informing the TC had parking restrictions.</p> <p>Cllr Heap & Coldsbrough to liaise with PwE regarding potential enforcement once car park arrangements were agreed. Action Cllr. Heap & Cllr. Goldsbrough.</p>
9.	<p>Covid 19 Update</p> <p>The most recent government announcements were:</p> <ul style="list-style-type: none">▶ On 4 January 2021 Prime Minister Johnson announced new national lockdown measures for England due to the spread of a new CV19 variant. Lancashire is now in Tier 4 with meeting and travel restrictions and non-essential shops, pubs and football grounds remaining closed. Working is allowed and some schools are open for essential workers children only.▶ Vaccinations against the Covid 19 had started back on 8 December and since then the pace had significantly accelerated with over 14m people now vaccinated including all the top four priority groups in the UK based on age and some of those shielding. <p>Councillors had agreed to close the car park and toilets from 6th January to support the government's plan to subdue the virus by asking people to stay at, or close to, home and not congregate in groups. It appeared to Members that they were the only Council to close a car park due to CV19.</p>

It was felt the action taken had been successful to a degree but visitors were still coming to the area. It was felt that the government had not really defined what "staying local" meant and so many from Burnley & Pendle had considered Pendle Hill to be local.

The Council **RESOLVED** to keep the car park and toilets closed and monitor the situation.
The Council **RESOLVED** to keep the playground open in accordance with national guidance.

The Council agreed that if the government were to relax the lockdown in any way such as opening schools or allowing people to mix in a limited way the Council would re-open the car park; till then the Council would review the situation every 2 weeks. **Action: Chairman.**

10. **Chairman's Report**

- **Village Hall Maintenance**

The decorating of the lower hall had been completed & new flooring was being arranged. Works to reduce damp in the north elevation of the building were currently underway which included a silicone treatment to the external wall and re-plastering of the internal walls. The Chairman asked Council if they wished to contribute towards the works but the suggestion was rejected; Council felt they had already made a considerable contribution towards the repair works by funding the floor replacement (£10k).

- **Website – No Update.**

- **Lengths man – No Update.**

- **Heys Lane –** The Chairman reported it was now unlikely any work would be undertaken by PHLP on Heys Lane. He had attended a PHLP Board Meeting earlier in the day when it was announced that funds were being transferred to a scheme promoted by Sabden Parish Council.

- **Asset Register Update 2021 - Action:** Cllr. Umpleby supported by the Chair & Clerk.

- **Pendle Running Festival 2021 –** This family event has now been run by Molly Ralphson for the last five years and an event is being planned for this year, CV19 rules allowing, in July. The organiser was also considering a virtual event for the road race which involved runners following a route at an agreed time slot over a week and recording their times. We would see some temporary signs around the village but not a group of runners.

The Chairman's Position

The Chairman reminded Council he had submitted his resignation from the Council in August 2020 with the intention of leaving in May 2021 after 14 years' service. The Chairman asked members if the Council had taken steps to replace him and the response was nothing had yet been done.

The Chairman recognised that it had not been possible to hand over many of the Chairman responsibilities due to CV19, any hand over would require a face-to-face briefing going through various documents. This could not be achieved in the current CV19 lockdown by May 2021.

The Chairman and Members agreed that the Chairman would continue until September 2021 when the position would again be reviewed.

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	<p>The Chairman said one of the reasons he wanted to leave the PC was because the role was taking up too much of his time. This was discussed by Councillors who felt the Chairman should delegate more allowing Councillors to take on more actions and responsibilities, with the Chairman mentoring when asked. This was agreed as the way forward.</p>
11.	<p>Clerk/RFO Report</p> <p>The RFO reported the balance of the account at 13.01.21 was £35.4 with one uncleared payment of £1,255.00 for completion of car park works. No income was anticipated during the CV19 lockdown period whilst the car park and toilets were closed.</p> <p>Members agreed to set the tax precept at zero for 2021/22.</p>
12	<p>Grant Application Policy - Update</p> <p>The Clerk had circulated a briefing note to members entitled “Barley Parish Council – Powers & Duties AND Grants & Donations” The paper had set the background to the statutory powers granted by Parliament to Parish Councils explaining that Councils can only spend money when they have a legal power to do so.</p> <p>The paper also reported on Section 137 of the Local Government Act 1972 which can be used by the Council to make grants and donations. The paper explained that before incurring S137 expenditure, the council must be satisfied that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants. The use of the word “some” in relation to the inhabitants means that the council cannot use the power to benefit a single individual. Similarly, the direct benefit accruing to the area must be commensurate with the expenditure incurred i.e., the council must not spend an excessive amount on just a few people. If the benefit to the area is not commensurate with the expenditure, the expenditure could be challenged by the auditor.</p> <p>A copy of the Council’s policy had also been issued to members. Councillors raised no questions and confirmed they were satisfied with the policy.</p>
13	<p>Councillors & Borough Councillor Report</p> <p>Cllr Seymour reported there were finance grants available to the PC which they could apply for suggesting the toilet upgrade and the village green discussed earlier. Cllr. Seymour would download the application forms, assess them and work with the Chairman and Councillors to submit an application. Action: Cllr. Seymour.</p> <p>Damaged Bench on Barley Lane (Cllr. Connor) – not discussed.</p>
14	<p>Date of the next meeting: 10th March 2021, (agenda items by 4th March 2021)</p>