

April 2021

Barley with Wheatley Booth Parish Council (BPC)

**Minutes of the Meeting of the Council held on
Wednesday 14th April 2021 – Held Remotely Via Zoom Conference Call**

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

In Attendance: C. Heap (Acting Clerk / RFO) & Cllr. C. Lioni (PBC) **Public:** None

1.	1	Apologies:	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 April 2021 BPC meeting 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 Meetings held on 10th & 31st March 2021: 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>March'21</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>19</td><td>Lengthsman Scheme Contribution</td><td>400.00</td></tr><tr><td>19</td><td>Lloyds Jones Toilet Supply</td><td>184.19</td></tr><tr><td>19</td><td>Wilkinson February Toilet Clean CV19</td><td>30.00</td></tr><tr><td>25</td><td>British Gas Electric Direct Debit</td><td>46.97</td></tr><tr><td>1 April</td><td>Wilkinson March Toilet Clean</td><td>310.00</td></tr><tr><td>1</td><td>RFO Travel Collect CCTV Signs Preston</td><td>14.00</td></tr><tr><td>14</td><td>LCC CCTV Signs</td><td>134.64</td></tr></tbody></table>	March'21	Expenditure		19	Lengthsman Scheme Contribution	400.00	19	Lloyds Jones Toilet Supply	184.19	19	Wilkinson February Toilet Clean CV19	30.00	25	British Gas Electric Direct Debit	46.97	1 April	Wilkinson March Toilet Clean	310.00	1	RFO Travel Collect CCTV Signs Preston	14.00	14	LCC CCTV Signs	134.64	
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5.		Planning Applications Planning Application 20/0738/FUL - Barley Farm House Demolition of Existing Agricultural Buildings & Erection of Replacement Building – <i>Approved</i> Conditions include painting dark green and cladding lower walls with natural stone. Planning Application 20/0809/FUL - 2 Pendle View, Barley Erection of a first-floor rear extension and a two-storey rear extension, subdivision of the existing dwelling house – <i>Approved</i> . Application 21/0243/HHO: Full Erection of a Replacement detached garage & stable block AT: Higher Narrow Gates Farm, Cross Lane, Barley FOR: Mr & Mrs S. Fagan The Council had no objections other than the lower blockwork should be faced with natural stone.																									

Confirmed Minutes
12 May 2021

Dereke Heap.

6.	<p>Parish Maintenance & Village Projects:</p> <p>PC Assets Maintenance Inspection Report – Action Plan to be Agreed</p> <p>A condition survey of all BPC assets was circulated to Councillors detailing condition as good or requiring major or minor attention. It was AGREED to prioritise assets requiring attention to Lengthsman and develop a plan. Action Cllr Connor & Heap</p> <p>BEST KEPT VILLAGE</p> <p>Members to consider resources and actions for Best Kept Village Competition Cllr Connor to lead on BKV. A maintenance plan to be developed detailing areas requiring attention and any improvement works.</p> <ul style="list-style-type: none">• Car Park and Woodland• Bullion – Cllr Fowler to arrange removal of white builders’ bag and waste.• Village Green• Turning Circle – Cllr Umpleby nominated her father to paint the phone box.• Barley Chapel Area• Playground• Area opposite Village Hall – Cllr Heap confirmed he would maintain this area. <p>Councillors agreed it was important to involve residents and promote awareness. Cllr Connor will create a list of tasks required for each area above and these will be allocated to the Lengthsman, Councillors and residents as appropriate. Action: Cllr Connor. It was agreed to allocate a budget of £1500.00 which will be managed by Cllr Connor & Heap.</p>
7.	<p>Barley Car Park Management System (CPMS) Update: Vehicle Recognition System</p> <p>PwE are expected to start installation of the ANPR CPMS w/c 19th April This will include installing cable ducting, cameras, signage and a pay kiosk.</p> <p>Wifi Bridge to be installed between Village Hall and the Camera Pole. Action: Cllr Hunt / Cllr. Connor Signage – Agreement to be made with PwE regarding sign locations, numbers, wording and sizes. Action: Cllr Heap & Cllr Goldsbrough.</p> <p>Payment kiosk – It was agreed to remove the existing “Honesty Box” and locate the PwE Payment kiosk in the same location in front of Ladies toilet. Action: Cllr. Heap to inform PwE. The old box is to be stored in case it is required if the PwE arrangements do not work.</p>
8.	<p>Traffic Issues, Turning Circle, Carpark & Planned Events in Barley: Members to consider parking enforcement provided by Lancashire CC</p> <p>Following lobbying from the PC, LCC have agreed to undertake weekly patrols of restricted parking areas around Barley. They have confirmed their officers were in attendance on Saturday 10th April and issued 2 PCN’s on Barley Lane and moved on two vehicles who were about to park on road lines. This information is being shared on the PC and Barley Facebook pages. Cllr Fowler suggested there is a short section of unnecessary lines on Barley Lane which LCC could remove. The Chair would mention this in future correspondence. Action Cllr Heap.</p> <p>Impact of Public Houses Re-Opening & parking areas being converted in to beer gardens Councillors discussed the issues relating to the opening of the Barley Mow and Pendle Inn on 12th April. The volume of take away waste was expected to reduce as it should stay on premises. The Barley Mow was temporarily converting its car park in to a beer garden, as permitted by government as it sought to help businesses get back on their feet after the CV19 closures, and it was recognised that this would put additional pressures on parking in the village centre and possibly cause a noise nuisance. Two letters of complaint have been received to date. The Chairman had drafted a reply focusing on the role of LCC regarding traffic issues and PBC in relation to Public health (noise, litter, anti-social behaviour). This was agreed as a response to issues raised by residents.</p>

	<p>Turning Circle Members reported that people were now regularly parking on the turning circle and that frequent offenders were Barley Mow staffs and owners and occasionally the garage. Cllr Umpleby reported Barley Mow personnel had parked on the circle so close to the road that passing was not possible causing congestion. It was confirmed that Cllr. Goldsbrough would continue to monitor the parking and identify regular offenders.</p> <p>A letter had been received from Mrs M Wilkinson proposing that a rope or chain was fitted across the turning circle which could be taken down when vehicles wanted to turn. The Council recognised some potential difficulties and agreed to continue to pursue the PwE solution. Cllr Heap & Goldsbrough 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>Step 2 of the four-step plan to ease lockdown, which could lead to a return to some form of normality by 21st June, started on Monday 12 April in England. This has allowed pubs and restaurants to serve drinks and meals outdoors, all shops, hairdressers and gyms to open and family holidays allowed in self-contained accommodation. New cases and death rates continue to fall and over 31m people had now received their first vaccination.</p> <p>The Council RESOLVED to keep CV19 signs and traffic cones in place to deter visitors from parking in the village. The Council agreed to keep the measures in place until restrictions are fully lifted on 21st June but to review the situation at the May meeting.</p>
10.	<p>Community Governance Review – It was RESOLVED to write to PBC to confirm the Council are satisfied with the current arrangements. Action: Clerk</p>
11.	<p>Chairman’s Report</p> <p>Update on the application for a grant to improve the Village Green to the LEF including support offered by Village Hall Committee Chairman confirmed the Grant Application has been submitted as described in the Expression of Interest. The environmental credibility had been boosted by linking the project to the embankment and building on work of the PHLP. A decision on the grant will be made by the LEF in July 2021.</p> <p>Lengthsman Scheme – Update on New Lengthsman Cllrs Heap & Connor had met with Philip Hardman last week. They were impressed by his range of skills (drainage, fencing, flagging, landscaping, walling etc) and the equipment he has available. Mr Hardman lives in Simonstone so will require a full day’s work if attending Barley The Council will need to better plan the work of the lengthsman.</p> <p>It was Agreed to confirm our satisfaction with Philip Hardman as new lengthsman to Sabden PC. It was Agreed to continue to contribute to the Lengthsman scheme. It was RESOLVED to pay £2,000 in to the 2021-22 scheme.</p> <p>It was Agreed to purchase a gift for Frank Wilkinson for his contribution to the Village during his role as Lengthsman.</p> <p>Refuse Collection over Easter 2021 The Chairman reported that refuse collection service provided by Pendle BC had generally been good. This had been supported by some Councillors, the Pendle Inn, the Barley Mow and Frank Wilkinson. All had done an excellent job of removing waste and keeping the Village clean and tidy. It was RESOLVED to purchase 4 litter pickers to be distributed to Councillors. Action Cllr Fowler</p>

	<p>Cllr Seymour reported the litter bin at Black Moss is overflowing and requires more regular removal. It was Agreed to write to PBC requesting extra collections. Action - Clerk</p> <p>CCTV Update Signage – The Chairman reported that one new 400mm x 300mm alloy sign had been installed, one at the three camera locations, which identified their purpose and the PC as the controller. Policy – Cllr Hunt reported maintenance arrangements were agreed and would be presented to the next Council meeting for inclusion in the CCTV policy. Action: Cllr Hunt & Fowler.</p>
12	<p>Financial Officers Report The RFO reported the balance of the account at 14.04.21 was £36,14k Commitments & Projected Expenditure on Car Park and Toilets reduced the balance to £8.6k.</p>
13	<p>Councillors & Borough Councillor Report</p> <p>Cllr Heap reported that ‘The Cabin’ owners had requested permission to install a 3’ wooden fence around their seating area to improve the visual appearance and to help social distancing. Council supported the proposal providing it contributed to the rustic appearance of the car park and the Cabin. Action: Chairman to inform Cabin.</p> <p>Cllr Heap informed Councillors that the ‘Long Distance Walk’ had completed with no issues and the organisers had made a contribution of £50.00 towards Village Maintenance.</p> <p>Cllr Connor reported he had contacted Kirby Lonsdale PC and they have installed a WC charging system which generates a weekly income of £200. Councillors agreed to consider this once refurbishment has been carried out – there was an outstanding action for Cllr Fowler & Heap to inspect the premises.</p> <p>Cllr Heap reported that a couple of residents had referred to the toilet block as a “disgrace” on social media. He felt the description was highly unfair as the PC had taken on responsibility for the toilets when PBC were closing them. The toilets were cleaned daily, toilet rolls, soap and water were provided and the lighting was good. New doors had recently been fitted. Cllr Heap commented that whilst the toilets were not the most welcoming but they were clean and fully functional and if residents thought they should be improved the Council would welcome their proposals.</p> <p>PBC Elections Cllr. Lioni reported that elections for Borough & County Councillors were scheduled for 6 May 2021. The election included the Barrowford & Pendleside ward where three Councillors are to be elected. Cllr. Lioni will be standing as a candidate.</p>
13.	<p>Staff Salary Review – Clerk, RFO & Gatekeeper The Chairman reported that the last salary review was a two-year deal in 2018; the 2020 review had been overlooked. The Chairman recommended that working hours were increased by 10% to reflect the changing workload and that pay grades followed the National Salary Award 2021 which gave an average 2% increase since 2018. The Chairman reported that working hours would be reduced if the Clerk / RFO role was combined. The Gatekeeper salary was recommended to increase by 30% to include additional duties of litter collection and sweeping. It was RESOLVED to implement the increases from 1 April’21.</p>
14	<p>Date of the next meeting: 12th May 2021, (agenda items by 6th May 2021)</p>