

May 2021

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 12th May 2021 at Barley Village Hall

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 This was the first face to face meeting of the Parish Council since March 2020 due to the CV19 pandemic; meetings during this period had been held using zoom conferencing to <i>reduce the spreading of the virus. The meeting followed government guidance which included social distancing, use of hand sanitisers, face masks as appropriate and leaving doors open to maximise ventilation.</i>																															
2.		Councillors Declaration of Interest: None																															
3.		To elect the Chair of the Council Council agreed that Cllr. Heap would continue as Chairman until further discussion at the next meeting. To elect the Vice-Chair of the Council Council agreed that Cllr. Connor would continue as Vice-Chairman until further discussion at the next meeting.																															
4.		To Approve the Minutes of the Council Meetings held on 14th April 2021: It was RESOLVED that the Minutes of the meeting should be approved and that the Chair sign them as a correct record.																															
5.		Financial Matters: The following payments were approved / ratified for payment: <table border="1"><thead><tr><th>April'21</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>14</td><td>LCC CCTV Signs</td><td>134.64</td></tr><tr><td>15</td><td>British Gas Electric Debit</td><td>31.68</td></tr><tr><td>19</td><td>PBC Bin Lock</td><td>20.00</td></tr><tr><td>26</td><td>3 Litter Pickers R. Fowler</td><td>32.94</td></tr><tr><td>4 May</td><td>Lloyds Jones Toilet Supply</td><td>124.36</td></tr><tr><td>4</td><td>Best Kept Village Entry</td><td>20.00</td></tr><tr><td>10</td><td>Wilkinson Apr Toilet Clean</td><td>300.00</td></tr><tr><td>10</td><td>Dewhurst Paint Phone Box</td><td>14.95</td></tr><tr><td>12</td><td>XL Church Notice Board DH</td><td>162.00</td></tr></tbody></table>		April'21	Expenditure		14	LCC CCTV Signs	134.64	15	British Gas Electric Debit	31.68	19	PBC Bin Lock	20.00	26	3 Litter Pickers R. Fowler	32.94	4 May	Lloyds Jones Toilet Supply	124.36	4	Best Kept Village Entry	20.00	10	Wilkinson Apr Toilet Clean	300.00	10	Dewhurst Paint Phone Box	14.95	12	XL Church Notice Board DH	162.00
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6.		Planning Applications Application 21/0243/HHO: Full Erection of a Replacement detached garage & stable block AT: Higher Narrow Gates Farm, Cross Lane, Barley – No Update																															

	<p>Application 21/0360/HFUL: Change of use of land from agricultural to domestic garden. AT: Narrowgates House, Narrowgates, Barley FOR: Mr O. Gowling</p> <p>The Council considered the application, the contents of the PBC supplementary planning guidance 'Development in the Countryside' and the location of the land in the open countryside adjacent to a busy bridleway. The issues that the Council considered were: -</p> <ul style="list-style-type: none"> • There was no associated landscape proposal with the scheme, • The application confirms the area of the new garden would be 0.06Ha which is greater than the area permitted in an AONB (0.05Ha) <p>Cllr. Hunt suggested that not to object could set a precedent for future planning matters. It was RESOLVED to object to the application in relation to the size of the proposed garden area and to request further information on the applicant's intentions for the use of the land to ensure there is no creeping urbanisation and the rural environment is maintained. Action: Clerk</p>
<p>7.</p>	<p>Parish Maintenance & Village Projects:</p> <p>BEST KEPT VILLAGE</p> <p>A maintenance plan had been circulated prior to the meeting breaking down the Village into small areas maintained by the PC and allocating responsibility for the maintenance to individual Councillors. It also listed the key task to be carried out at each location.</p> <p>The Chairman explained that the work could be done by Councillors, their friends or neighbours or by the Lengthsman. It is important to engage the community in assisting the Council.</p> <p>Cllr Connor will co-ordinate any village wide actions involving painting, weed killing, planting etc.</p> <p>Cllr Goldsbrough agreed to oversee the children's play area and noted that the rubber mats are in need of repair. Action: Cllr. Goldsbrough.</p> <p>Cllr Fowler will arrange volunteers to maintain the area around the Bullion including weeding, trimming bushes, clean and varnish notice board, remove white bag rubbish, clean benches,</p> <p>Cllr Umpleby will oversee the Bus Turning Circle area including tidying planters, weeding garden areas and tidy bus shelter and phone box. To liaise with Cllr Connor to arrange weed spraying.</p> <p>Cllr Hunt will oversee the car park and Village Green cleaning signs and paths etc.</p> <p>Cllr Seymour will oversee the garden area at the entrance to Black Moss.</p> <p>Cllr Heap to tend areas around the Village Hall including weeding and bench maintenance.</p> <p>Cllr Connor informed Councillors that he had met with the Marketing Manager for the Pendle Inn who has indicated they may be able to offer some help.</p> <p>The Chairman informed Councillors that the work must be completed by 10th June ready for the first judging.</p>
<p>8.</p>	<p>Barley Car Park Management System (CPMS) Update: Vehicle Recognition System</p> <p>PwE started installation on 10th May 2021 with ducts being placed across the car park entrance and through the planted garden areas. Installation expected to be completed by week beginning 31 May, the school half term week.</p> <p>PwE confirmed there could be a potential problem with removing the existing pay box if it is solidly buried in concrete. PwE would prefer to cut off the box rather than excavate it and they have reported they have not costed for major excavation.</p> <p>Councillors AGREED to allow PwE to cut the post if necessary but to inform PwE we would prefer excavation. Action: - Cllr Heap to contact PwE to request excavation of pay box.</p> <p>Cllr Hunt confirmed he has completed the wifi connection as far as practical at this stage.</p> <p>Cllr. Heap reported the VH have given permission for us to fix equipment to boost the wifi signal to the PwE equipment on the car park to enable card payments.</p>

It was **RESOLVED** to update the car park entrance sign to show new pricing structure and to enforce the message that if payment system is out of order then payment can be made 'on-line' within 48 hours to avoid penalty charges. Councillors agreed this would help avoid negative feedback to the Council. **Action:** - **Cllr Heap** to arrange upgrade of sign.

Parking permits have been issued to: -
PBC Grasscutting Teams, the Lengthsman and Councillors Connor. Hunt & Heap.

Cabin – Council had previously agreed to 4No permits with double parking if this was practical. Cabin had requested 6 permits covering all staff working at the cabin.
Chairman proposed to allocate 6 permits and only allow 4 cars on the car park at one time in the permitted area but allow further parking during quiet periods.
Cllr Fowler alternatively proposed a charge of £100 per year be put on the cabin spaces.

The Chairman responded that the Cabin had always been allocated two free parking spaces since the Council took over the car park in 2015 but he did not think there was a formal agreement on this. He also reported that the Cabin had previously been informed that two spaces would be allocated and that if charges were to be introduced then a Councillor would have to put this forward as an agenda item for the next meeting.

Cllr Seymour responded that as PwE were the managing agent the Council should raise the matter with them.

It was agreed to defer this issue allowing the Chairman to discuss the matter with PwE and for Councillors to consider the arrangements with the Cabin. It was agreed that any arrangements would need to be formally recorded in an agreement.

The Chairman commented that other parties may wish to negotiate parking permits in the future ie Barley Mow, Garage, Village Hall. This would need to be discussed if the situation arose.

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

TRAFFIC ISSUES: - The Chairman reported that LCC have visited Barley 23 times since 1st April and have issued 2 PCN's to date. All agreed visitor numbers have decreased recently due to poor weather and lifting of Covid restrictions including opening of retail and recreation.

TURNING CIRCLE: - Chairman has written to PwE asking how we can progress the signage and enforcement of parking restrictions – awaiting a response. Chairman had spoken to PwE earlier in the day and they confirmed they are still interested in supporting the Council. PwE reported they would have to look at new 'Waiting' legislation before advising on signage required. Council will need to arrange for Councillors to 'ticket' offenders.

EVENTS: - Alison Cross, of PHLP, has informed that Ighten Hill Primary School are arranging school history trips to Barley from 9-12 July and Wheatley Lane Primary School for a Geography trip on 15 July.

10. **Covid 19 Update**

Step 3 of the four-step plan to ease lockdown will commence on 17 May when indoor hospitality can reopen and indoor entertainment can resume, including cinemas, museums, and children's play areas. Up to 6 people or 2 households will be able to meet indoors and up to 30 people outdoors.

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, Cllr. Fowler to place update on Facebook page.

The Clerk reported the Council had received a letter from the Ministry of Housing, Communities & Local Government confirming that, following a High Court ruling, Council's can no longer hold remote meetings but they must take place at a single specified location and time and Councillors must have a physical presence. Arrangements must operate on the same basis as other institutions taking in to account local circumstances.

11. **Chairman's Report**

Pendle Election Result

3 Councillors elected for Barrowford & Pendleside are confirmed.
Nadeem Ahmed - Linda Crossley - Carlo Lioni. (All are Conservatives).

Lengthsman Scheme

Grass cutting plan has been prepared and sent to the lengthsman and first cut was undertaken last week. Instructions have been given to repair loose paving's and reset manhole outside the toilets and to drain footway flooding opposite the Pendle Inn. To be completed by the end of the month.

PHLP

Chairman attended PHLP board meeting on 12th May.

- Trumper track to be built at Sabden rather than Barley (Hays Lane)
- Due to delays to projects, particularly the engagement projects including training, voluntary days, presentations and events the project is likely to be extended 7 months until October'22.
- Some projects to re-start soon including stone wall maintenance, hedge laying, tree planting etc over coming months.
- Barley have been offered an 'Interpretation Board' to display on the car park, this will be similar to those installed at Downham. The boards would include some history about Barley/Pendle, Village map, local tourist attractions, alternative footpath maps. The boards will be free. Councillors AGREED to commission the boards and Cllr Umpleby will lead the project. **Action: Cllr. Umpleby.**

PHLP are still holding a contribution of £10K which was designated towards parking bays. The Chairman proposed that we approach PHLP and request the £10k be transferred towards the completion of the car park re-surfacing as this is now the priority. This would be of benefit as work is necessary in order to drain water from parking bays and that would be more difficult with setts installed as parking bays. We could commit to parking bays being installed at a later date.

To do this PHLP would require permission from the lottery funding manager and they would need to have 3 quotes supplied to PHLP prior to any funding and work being agreed.

It was agreed to approach PHLP with the proposal. **Action: Cllr. Heap.**

WHITEHOUGH BRIDGE UPDATE

- LCC will not be erecting new weight limit signs.
- LCC are expecting residents / PC to approach Mark Hartley about future bridge repairs.

It appears the LCC view is that the bridge is now adequately repaired to function as a bridleway which is satisfactory from their perspective as so they are stepping back. Chairman has advised residents of the position and is awaiting their response regarding the next steps.

BOOTHMAN WOOD

Excavation and fill Works are continuing. The Chairman suggested that we should continue to support PBC by monitoring this development and report events to them in writing. This was unanimously agreed by the Council. **Action: - Chairman / Clerk**

	<p>CONDITION OF TOILETS Chairman said Council needs to look as a minimum at repair or replacement of: -</p> <ul style="list-style-type: none"> • Handwash facilities • Floor in Gents toilet • Possible door frames/doors. <p>The toilets are stainless steel and have cast seating meaning they are not a comfort. However, they are hygienic and difficult to damage hence they are popular in public toilets due to low maintenance. The Chairman has invited Andrew Pinder of JDriver Ltd to undertake an inspection of facilities and provide a quote for the works adding that the Council would need 3 quotes prior to any contract being awarded.</p> <p>DOGS ON LEADS –NARROWGATES Residents have asked the PC to put a message on Facebook requesting visitors keep dogs on leads when walking through Narrowgates following dog biting incidents on a resident and cats. This message to be posted on Barley Residents and Past and Present. Action: - Cllr Fowler.</p> <p>BLACKMOSS UPPER RESERVOIR UU are planning safety works on the BM upper reservoir involving raising the clay layer on the embankment in June and indicated the work will last approx. 6 months. The road and footpaths from Barley could be closed. Action: - Cllr Heap to write to UU for clarification.</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 Fowler – CCTV camera at the farm has been damaged by a ‘Carrs Billingtons’ delivery driver. The ITUS quote for replacement is £200. Action: - Cllr Fowler to arrange quote in writing from ITUS and Clerk to write to Carrs Billingtons requesting payment.</p> <p>Cllr Connor requested permission to order some ‘Dog Waste Bags.’ This was APPROVED Action: Cllr Connor.</p> <p>Cllr Fowler asked for the ‘height restriction barrier’ on the car park to be put on June agenda for discussion. Action: - Clerk</p> <p>Cllr Hunt- reported a resident asked for the condition of the access roads to the village to be put onto the agenda for discussion at the June meeting. The chairman said PC have limited influence on highway maintenance but they can lobby the County Councillor. Residents can also raise issues with the County Councillor. Residents can also report defects to LCC using their on-line defect reporting website.</p> <p>Cllr Heap – Reminded members that he should have left the Council in May but had stayed on to allow a transfer of responsibilities once we were out of CV19 restrictions. He had agreed to stay on until September but had also said that if the work load was more evenly spread, he might decide to remain as a Councillor. Whether Cllr Heap stayed or left, Cllr. Heap felt the distribution of tasks needed to be addressed and he would prepare a listing of the main tasks so Councillors can volunteer to ‘take on’ responsibilities suiting their experience and expertise allowing the Chairman to delegate more of the workload.</p> <p>It was agreed that the role of Clerk should be advertised in June as CV19 restrictions are lifted.</p>
14	<p>Date of the next meeting: 9th June 2021, (agenda items by 3rd June 2021)</p>