

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 21st September'22 at Barley Village Hall

**Present:** Cllr. D. Heap (Chair) Cllr. N Dewhurst  
Cllr. D. Goldsbrough Cllr. T Cartmell

**In Attendance:** C A Heap (Clerk & RFO) **Public:** None

1.	<b>Apologies:</b> Councillors L. Hunt, R. Seymour & J. Connor. <b>Absent:</b>																																																			
2.	<b>Councillors Declaration of Interest:</b> None																																																			
3.	<b>To Approve the Minutes of the Council Meetings held on 10<sup>th</sup> August 2022.</b> It was <b>RESOLVED</b> that the Minutes of the meetings should be <b>APPROVED</b> and that the Chair sign them as a correct record.																																																			
4.	<b>Public Participation:</b> None																																																			
5.	<p><b>Financial Matters:</b> The following payments were approved / ratified for payment:</p> <table border="1"> <thead> <tr> <th>Aug-Sept</th> <th>Expenditure</th> <th></th> </tr> </thead> <tbody> <tr> <td>22 Aug</td> <td>PwE Commission</td> <td>270.90</td> </tr> <tr> <td>22</td> <td>UU Waterplus Toilets Water</td> <td>161.26</td> </tr> <tr> <td>22</td> <td>Clerk Travel: Audit &amp; Bookers</td> <td>48.30</td> </tr> <tr> <td>30</td> <td>P Blackwell Embank Grass Cutting</td> <td>120.00</td> </tr> <tr> <td>31</td> <td>LALC Subscription</td> <td>42.76</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>5 Sept</td> <td>Wilkinson Toilet Clean August</td> <td>310.00</td> </tr> <tr> <td>5</td> <td>AJB Village Green Interim 1</td> <td>14400.00</td> </tr> <tr> <td>5</td> <td>Fiskar Balsam Machete</td> <td>41.64</td> </tr> <tr> <td>22</td> <td>Toilet Cleaning Pendle Inn &amp; Cabin DH</td> <td>154.00</td> </tr> <tr> <td>21</td> <td>UU Waterplus Toilets Water</td> <td>448.49</td> </tr> <tr> <td>22</td> <td>PwE Commission</td> <td>403.86</td> </tr> <tr> <td>22</td> <td>Lloyds Jones Toilet Supply</td> <td>121.60</td> </tr> <tr> <td>22</td> <td>Lloyds Jones Toilet Supply</td> <td>87.56</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Aug-Sept	Expenditure		22 Aug	PwE Commission	270.90	22	UU Waterplus Toilets Water	161.26	22	Clerk Travel: Audit & Bookers	48.30	30	P Blackwell Embank Grass Cutting	120.00	31	LALC Subscription	42.76				5 Sept	Wilkinson Toilet Clean August	310.00	5	AJB Village Green Interim 1	14400.00	5	Fiskar Balsam Machete	41.64	22	Toilet Cleaning Pendle Inn & Cabin DH	154.00	21	UU Waterplus Toilets Water	448.49	22	PwE Commission	403.86	22	Lloyds Jones Toilet Supply	121.60	22	Lloyds Jones Toilet Supply	87.56						
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6.	<p><b>Town and Country Planning Act 1990 APPLICATION: 22/0598/HHO</b></p> <p><b>PROPOSAL: Full:</b> Demolition of existing single storey outriggers and erection of single storey extension to the front elevation.</p> <p><b>AT: Cross Lane Farm, Cross Lane, Barley FOR: Sarah Spencer</b></p> <p>Council considered this second application and concluded that, whilst there had been some changes to the design (the glass atrium had been replaced with a masonry hallway), the size remained unacceptable and the amount of glass excessive leading to a design that was out of character with the area and unfitting for an Area of Outstanding Natural Beauty.</p> <p>It was <b>RESOLVED</b> to object to the planning application. <b>Action: Clerk.</b></p>																																																			

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

**Update on LEF Grant Supported Village Green Drainage & Footway Scheme**

The Chairman reported that the drainage and footway works had been completed and the grass was growing well on the village green. The fencing protecting the new grassed area had been removed earlier in the day.

The fruit trees and bird boxes had been purchased and would be installed by the lengthsman once Cllr. Seymour returned from holiday.

The project costs were detailed by the RFO and the final cost estimate was circa £20k. It was agreed to offer a gratuity to the PBC representative on the project for his contribution. Once all invoices were received and paid and the final account prepared the grant application to the LEF would be submitted. **Action: RFO.**

**Update on Car Park Phase 2 Drainage, Kerbing & Surfacing**

The chairman reported that following negotiations with the contractor, AJ Bretherton, and with Pendle BC, a price for the drainage and kerbing works had been agreed and a Works Order raised. The project had started on the previous day and the drainage works were progressing well.

PBC had assisted with the design and the lower section of the car park would have 8No road gullies and 2No Manholes. Since works had commenced some anticipated issues relating to the lack of thickness of the overlying subbase layer had been realised which meant that some re-design was required and this would add costs to the project. The projected costs of the drainage and kerbing works were £15k.

Council RESOLVED to authorise the Chairman to work with Pendle BC and Cllr. Cartmell to agree any additional costs and the final valuation of the works.

Tenders had been received from 4No contractors for the surfacing works and the lowest prices were circa £22.5k. Council RESOLVED to authorise the Chairman to work with Pendle BC and Cllr. Cartmell to determine which tenderer offered the best value and to then raise a Works Order for the works to be completed in October. The Chairman estimated the final combined cost of the project, with contingencies, to be circa £38-40k.

**Playground Upgrade**

Cllr Goldsbrough had received an updated playground design from a local supplier. The new design drawings were viewed by Councillors and it was **agreed** to continue with the project. The Chairman proposed that a further 2 suppliers be asked to provide designs/quotes in the region of £20-25K prior to making a final decision. It was agreed that Cllr. **Goldsbrough** would undertake the following **action**:

- approach 2 playground suppliers to obtain designs/quotes.
- request design drawings in order to circulate to members.

It was **agreed** that Cllr. Goldsbrough would continue to lead on this project with Cllr. Heap supporting on procurement documentation.

Further consideration of the project will be made at future meetings.

<p>8.</p>	<p><b>Traffic Issues, Turning Circle, Car Park &amp; Planned Events</b></p> <p><b>Update on Turning Area Parking Charges</b>  <b>Cllr Heap</b> reported that he had contacted PwE and they had confirmed they were receiving downloaded images from the PC and are processing parking charges on the turning area. Cllr. Goldsbrough requested another Councillor take over monitoring violations for a period in order to break his continuity. It was <b>agreed</b> that Cllr. Heap and the Clerk would take the tablet for the remainder of the month and during October.</p> <p><b>Resident Parking Application Update</b> – The Chair reported that the informal consultation process conducted by LCC had been completed and the PC were waiting an update from LCC.</p> <p><b>Location of Bus Stop in Village</b>  The Chairman reported that Angela Hargreaves had requested that the bus stop outside the Garage be relocated from its present site because this is a bottleneck area and people are sitting on the farm wall and causing damage. It was suggested requesting the bus company to move the bus stop to either the bus stop on the turning area, or just have the one stop which is already located behind The Bullion. <b>Action: Chairman to liaise with LCC.</b></p>
<p>9.</p>	<p><b>Members to Consider whether to raise matters with PBC relating to the change of agricultural land to gardens, drainage, lighting and parking on Narrowgates.</b></p> <p>Cllr. Cartmell reported that No1 Narrowgates, which is a holiday let, has a garden area at the side/rear of the property which residents are complaining is causing a light/noise nuisance. Residents thought the land was not part of the original property land registry but may have been bought off the farmer to provide privacy to the property. However, residents thought that permission had not been granted to convert the agricultural land into a garden. It was agreed to contact the farmer to ascertain if he had sold the any land to any of the property owners and, if so, check with PBC if change of use had been granted. <b>Action: Clerk</b></p>
<p>10</p>	<p><b>Replacement of Three Seating Benches in the Village - Update</b>  Cllr. Heap confirmed arrangements had been made with PBC to purchase three “Ripon” design benches and install two new concrete bases for them on the village green.</p> <p><b>Action: - Cllr. Heap</b> to continue to liaise with PBC regarding their agreement to the type of benches proposed, removal of existing benches, new bench bases and the PC contribution and purchase arrangements.</p>
<p>11</p>	<p><b>Update on Heys Lane Maintenance plans by LCC/PHLP</b></p> <p>The Chair reported that work on the lane was commencing this week. As previously reported the work to be carried out includes: -</p> <ul style="list-style-type: none"> <li>• Sympathetic drainage to the Barley end of the lane with no surface improvements;</li> <li>• Some dry-stone walling improvements along the route;</li> <li>• Existing drainage ditches cleared and new drains laid along and across the lane;</li> <li>• Clearing of leaves / debris on the lane and stoning to protect the historic surface of the byway.</li> </ul>
<p>12</p>	<p><b>Members to consider contributing to the replacement of the “Narrowgates” sign</b>  Council discussed whether they should be involved in purchasing assets on the highway network when it is the responsibility of other Councils to provide the asset and agreed they should not. In this instance it would be Pendle BC. However, members agreed to make this a special case and the Council <b>RESOLVED</b> to purchase the new sign at a cost of circa £70.</p>

13.	<p><b>Reports from Chairman</b>  <b>Whitehough Direction Sign - on Barley Road above the Whitehough hamlet</b>  The sign has been broken by a third party and parts are missing. The Council RESOLVED to engage Duncan Armstrong to repair the sign. <b>Action: Cllr Connor.</b></p> <p><b>Flagpole on the Turning Area</b>  A temporary flagpole had been erected, using a scaffold pole, on the Turning Area which enabled the village to fly the union jack at half-mast as a sign of respect during the national mourning period following the death of Queen Elizabeth II on 8<sup>th</sup> September.</p> <p>The Council considered a proposal to erect a permanent flagpole and agreed in principle to do so following consideration of the following:</p> <p>Size and Costs – Council to gather quotes for different types and heights of a flagpole including foundations and erection. <b>Action: Cllr. Connor.</b></p> <p>Any responses to a letter being sent to residents on Pendle Row advising them of the proposal so that they can feed back to the next PC meeting. It was acknowledged that some flagpoles could create a noise when it is windy. <b>Action: Clerk.</b></p> <p>At the next PC meeting the Council would consider the flagpole costs and size, the location, when the flag would be flown and any views expressed by residents.</p> <p><b>Toilet Cleaning by Pendle Inn &amp; The Cabin</b>  The Chairman reported that the Pendle Inn and the Cabin had supported the Council in recent weeks by cleaning the toilet block. He thanked Councillor Cartmell for opening the gate and toilets and Councillors Goldsbrough &amp; Hunt for collecting monies from the car park pay kiosk.</p> <p><b>Car Park Waste Bins – Outstanding Action</b>  Cllr. Heap also reported that several bins on the car park are in a poor condition and need replacing. <b>Action: Cllr. Cartmell</b>, supported by Cllr. Heap, to assess bins and liaise with PBC to request new bins.</p>
14.	<p><b>Clerk &amp; Financial Officers Report,</b>  RFO reported the current bank balance was £80,988.78  After commitments the monies available to the Council to spend was £30k.</p>
15	<p><b>Reports from Councillors &amp; Borough Councillor Reports</b></p> <p><b>Lengthsman Update</b>  The Chairman reported that he anticipated 48hrs of work would be completed by the Lengthsman on the Village Green project and costs would be credited to the VG. scheme.</p>
16	<p><b>Exclusion of the Public &amp; Press – Confidential Matters</b>  <b>Exempt Items: Members discussed, gave consideration, and agreed upon the following:</b></p> <ul style="list-style-type: none"> <li>• Annual salary increases for the Clerk, RFO and Gatekeeper from June 2022,</li> <li>• An increase in toilet cleaning charges from August 2022,</li> <li>• Extending the car park management arrangements with Park with Ease for 2 years,</li> <li>• Revised commission payment rates with Park with Ease Ltd for the next 2 years.</li> </ul>
17	<p><b>Date of the next meeting: Wednesday 19<sup>th</sup> October 2022</b> (agenda items by 13<sup>th</sup> Oct' '22).  The later date in the month was due to the Village Hall not being available.</p>