

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 11<sup>th</sup> January '23 at Barley Village Hall

**Present:** Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. J. Connor Cllr. T. Cartmell

**In Attendance:** C A Heap (Clerk & RFO) **Public:** Mr R. Clarkson

1.	<b>Apologies:</b> Councillors L. Hunt, R. Seymour, N. Dewhurst <b>Absent:</b>																																													
2.	<b>Councillors Declaration of Interest - None</b>																																													
3.	<b>To Approve the Minutes of the Council Meetings held on 14<sup>th</sup> December 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: None</b>																																													
5.	<p><b>Financial Matters:</b> The following payments were approved / ratified for payment:</p> <table border="1"> <thead> <tr> <th>Dec - Jan.</th> <th>Expenditure</th> <th></th> </tr> </thead> <tbody> <tr> <td>16 Dec.</td> <td>PwE Commission November</td> <td>184.46</td> </tr> <tr> <td>18</td> <td>ABC Electric Fit Xmas Stars to Village Hall &amp; Chapel</td> <td>600.00</td> </tr> <tr> <td>20</td> <td>UU Waterplus Toilets Water</td> <td>180.31</td> </tr> <tr> <td>27</td> <td>Lloyds Jones Toilet Supply</td> <td>124.96</td> </tr> <tr> <td>27</td> <td>Lloyds Jones Toilet Supply</td> <td>50.36</td> </tr> <tr> <td>27</td> <td>Gatekeeper Salary</td> <td>216.00</td> </tr> <tr> <td>27</td> <td>Clerk Salary</td> <td>294.40</td> </tr> <tr> <td>27</td> <td>RFO Salary</td> <td>192.00</td> </tr> <tr> <td>27</td> <td>HMRC</td> <td>121.60</td> </tr> <tr> <td>6 Jan</td> <td>F. Wilkinson January Toilet Clean</td> <td>372.00</td> </tr> <tr> <td>6</td> <td>Printer Ink for Clerk / RFO</td> <td>31.99</td> </tr> <tr> <td>6</td> <td>Shorrock Sanitary Bins VAT on Annual fee</td> <td>36.00</td> </tr> <tr> <td>6</td> <td>Octopus Energy June-3Dec'22</td> <td>341.24</td> </tr> <tr> <td>10</td> <td>Winter Equipment for Car Park &amp; Toilet Block Store Keys</td> <td>61.00</td> </tr> </tbody> </table>	Dec - Jan.	Expenditure		16 Dec.	PwE Commission November	184.46	18	ABC Electric Fit Xmas Stars to Village Hall & Chapel	600.00	20	UU Waterplus Toilets Water	180.31	27	Lloyds Jones Toilet Supply	124.96	27	Lloyds Jones Toilet Supply	50.36	27	Gatekeeper Salary	216.00	27	Clerk Salary	294.40	27	RFO Salary	192.00	27	HMRC	121.60	6 Jan	F. Wilkinson January Toilet Clean	372.00	6	Printer Ink for Clerk / RFO	31.99	6	Shorrock Sanitary Bins VAT on Annual fee	36.00	6	Octopus Energy June-3Dec'22	341.24	10	Winter Equipment for Car Park & Toilet Block Store Keys	61.00
Dec - Jan.	Expenditure																																													
16 Dec.	PwE Commission November	184.46																																												
18	ABC Electric Fit Xmas Stars to Village Hall & Chapel	600.00																																												
20	UU Waterplus Toilets Water	180.31																																												
27	Lloyds Jones Toilet Supply	124.96																																												
27	Lloyds Jones Toilet Supply	50.36																																												
27	Gatekeeper Salary	216.00																																												
27	Clerk Salary	294.40																																												
27	RFO Salary	192.00																																												
27	HMRC	121.60																																												
6 Jan	F. Wilkinson January Toilet Clean	372.00																																												
6	Printer Ink for Clerk / RFO	31.99																																												
6	Shorrock Sanitary Bins VAT on Annual fee	36.00																																												
6	Octopus Energy June-3Dec'22	341.24																																												
10	Winter Equipment for Car Park & Toilet Block Store Keys	61.00																																												
6.	<p><b>Planning Applications for Consideration:</b></p> <p><b>Planning process following BWP December meeting</b></p> <p>The Chairman reported that Area Committees are once again making decisions on planning matters. The Borough Council had not been able to come to an agreement on the formation of a Planning Committee and so the status-quo had been restored for the time being.</p> <p><b>Planning application for the installation of ground mounted solar panels at Newchurch</b></p> <p>The Chairman reported that the BWP Area Committee had rejected an application to install five rows of ground mounted solar array panels on the ridge above Douglas Hall Cottage in Newchurch. The site is in open countryside within the AONB.</p>																																													

**Narrowgates planning matters relating to the change of agricultural land to garden with associated drainage problems and lighting and noise intrusion issues.**

At the December meeting members had considered a report regarding developments at No1 Narrowgates in relation to changing agricultural land to a garden area. Members had resolved to submit the report to PBC planning department for consideration as part of the planning process after feedback was received from Councillor Cartmell who was sharing the draft report with residents as a consultation exercise.

Cllr. Cartmell reported that he had consulted with residents and they all shared concerns regarding this development and the subsequent noise, light and flooding problems. All residents confirmed they agreed with the content of the report and supported the PC submitting it to the Borough Council for their consideration. **Action:** Clerk to submit the report to Pendle BC.

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

**Update on Additional Macadam and Drainage works to Barley Car Park Phase 2**

The chairman reported that there was no update from the last meeting when it was confirmed that the additional works has been agreed with the Contractor to improve drainage at a cost of £2k to the Council. Weather permitting the works should be completed January/February.

**Update on New door to Toilet Block Storage Room**

The Chairman updated that the new door had been installed in late December 2022. Minor works relating to the locking mechanism and fixings are expected to be completed this week. The door is a good standard and very secure. Once completed keys will be issued to Councillors Dewhurst Hunt and the Cabin. **Action: Clerk.**

**Update on Playground Upgrade**

Cllr. Goldsbrough confirmed that 2No designs and quotes have been received and we are still awaiting a 3<sup>rd</sup> Contractor to submit in January. Once all 3 designs are available the Council can consider options and costs prior to progressing to a final design.

**Update on Flagpole on Turning Area**

At the previous meeting members resolved to progress the project with the RFO raising a purchase order and Cllr. Goldsbrough arranging installation in 2023. The PO should be raised this month and installation arranged in early April, if possible, so that we are to raise a flag on St George's day. **Action:- Clerk** to raise PO. **Chairman** to send Service drawings to Cllr. Goldsbrough.

**Update on Toilet Block Sanitary Facilities & Flooding of Cabin Toilet**

The Cabin toilet room had flooded in late December from the toilet unit. F. Wilkinson had subsequently found the sewer pipe had become blocked and was able to clear the blockage and the flooding stopped. It is important that the pipes are checked since there is clearly a recurring blockage, albeit infrequent. Manhole access keys to be sourced. **Action: Chairman.**

The RFO reaffirmed that the Council now had a three-year contract with Diversey Washrooms (Shorrocksstrichem) to supply and empty the 3No sanitary bins in the car park toilets every month.

**Update on Purchase of new computer for the PC**

There was no update on purchasing a new computer, referred to Cllr Hunt at the next meeting.

8.	<p><b>Traffic Issues, Turning Circle, Car Park &amp; Planned Events</b></p> <p><b>Update on Resident Parking</b> The formal consultation period is expected to be announced in local newspapers commencing 13<sup>th</sup> January. Street notices will be posted around the village.</p> <p><b>Update on consultation regarding a permanent Traffic Regulation Order for road lines</b> LCC have confirmed the proposal to convert the Temporary TRO into a Permanent TRO has been approved and we will be informed when the order has been sealed and the double yellow lines at the top of Barley Lane have been extended.</p>
9.	<p><b>Update on Christmas Decorations for the village.</b></p> <p>The decorations had been collected from the supplier in Wakefield on 13<sup>th</sup> December by the RFO. The cost of the decorations was £1,145. The RFO was able to source an electrical contractor who installed new wiring on the outside of the Village Hall and the Chapel and erected the stars on 16<sup>th</sup> December at a cost of £600.</p> <p>The lights were installed on the tree on 20<sup>th</sup> December by Cllr. Goldsbrough and taken down by Cllr. Connor on 5<sup>th</sup> January 2023.</p> <p>One of the stars on VH is faulty and Cllrs. Heap and Dewhurst will take it down within the next 2 weeks and the supplier has offered to facilitate an exchange.</p> <p>The Chairman said the project, which was initiated by the Council in August had not gone too well overall with the process taking much longer than was anticipated due to delays in administration and transporting the items from France. He recommended that any plans for additional lights should be initiated in May. He also suggested that whilst the exchange of the faulty item is taking place it may be a good opportunity to acquire an additional star for the Chapel. This would mean there would be two matching stars at either end of the Village and would reduce the transport costs. It was <b>RESOLVED</b> to purchase an additional star if one is available. <b>Action:- RFO.</b></p>
10.	<p><b>Reports from Chairman</b></p> <p><b>Boothman Park</b> The Chairman reported that due to a time overrun at the January BWP meeting he was unable to fully discuss an update on Boothman Park. He had asked the chairman, Cllr. Nadeem Ahmed, that it be included on the BWP February meeting agenda.</p> <p><b>Winter Maintenance issues outside toilet block and on car park</b> The Chairman reported that he had purchased a snow shovel, salt and a salt container for use around the toilet area. He had also spoken to Cllr. Hunt who has a grit spreader which he can attach to his quad bike and Cllr Hunt had agreed to spread salt on the car park if snow was expected to remain for more than two days. The Council would have to pay for the salt used.</p> <p><b>LCC proposal to remove historic rings off Cross Lane Bridge</b></p> <p>It was reported at the last meeting that LCC had written to inform us a member of the public had injured their hand on the historic rings outside the VH and asking if we would agree to them being removed.</p>

	<p>The Chairman had written to LCC informing they were of historic interest, had been in situ for many years without any previous concerns and as they were to be used as flag holders to commemorate memorable occasions, we did not support their removal. LCC have agreed with the PC views and the rings will not be removed.</p> <p><b>Village Gardener to undertake weeding and sweeping work</b></p> <p>Members discussed the need to employ an occasional gardener/handyman to keep the village tidy and help towards the Best Kept Village competition. Whilst the Lengthsman undertook larger works it was suggested a gardener could do weeding and pruning of landscaped areas. The Chairman suggested asking residents in the first instance if anyone would be interested in the position and if not, the job could be advertised wider.  <b>Action:-</b> Cllr. Cartmell to advertise position on Facebook in early March.</p>
11.	<p><b>Council Precept Tax 2023/24</b></p> <p>Members RESOLVED to set the precept tax at zero.</p>
12.	<p><b>Clerk &amp; Financial Officers Report,</b></p> <p>RFO reported the current bank balance was £68,503.52 and reported on all current financial commitments. After setting these commitments aside, including reserves, the monies available for the Council to spend is £11.3k.</p>
13.	<p><b>Reports from Councillors &amp; Borough Councillor Reports</b></p> <ul style="list-style-type: none"> <li>• Cllr. Heap reported that the PC had previously been awarded a grant of £2k towards the installation of a car park barrier system by PBC. This was not installed because the Council had later chosen to go with a the PwE number plate recognition system, the grant had therefore not been claimed. Consequently, the Chairman has written to the chairman of the BwP committee, Cllr. Ahmed, requesting permission to redirect the funds towards either works to Village Green or car park/toilet refurbishment. <b>Action: Cllr Heap</b></li> <li>• Lengthsman – Cllr. Heap will contact the Lengthsman next week in order to arrange some minor works in the Village. Cllr. Connor confirmed that he will be able to co-ordinate the works with him. <b>Action:- Cllrs Heap &amp; Connor</b></li> <li>• Cllr. Goldsbrough expressed concern that the bus shelter is being used by staff of a local business as a ‘smoking shelter’. The staff are leaving cigarette ends in the shelter and this is very off putting to residents and visitors. Following discussion, it was <b>AGREED</b> to write to the local businesses requesting they do not use the bus shelter for smoking.  <b>Action: Clerk</b></li> </ul>
14	<p><b>Report on Xmas Pensioners gifts and distribution – Not discussed.</b></p>
15	<p><b>Date of the next meeting: Wednesday 8<sup>th</sup> February 2023 (agenda items by 2nd Feb '23)</b></p>