

April 2023

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 12<sup>th</sup> April'23 at Barley Village Hall

**Present:** Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. J. Connor Cllr. L. Hunt  
Cllr. T. Cartmell Cllr. R Seymour

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

1.	<b>Apologies:</b> Cllr L. Hunt <b>Absent:</b>																																										
2.	<b>Councillors Declaration of Interest – None</b>																																										
3.	<b>To Approve the Minutes of the Council Meetings held on 8<sup>th</sup> March 2023.</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.	<b>Financial Matters:</b> The following payments were approved / ratified for payment: <table border="1"><thead><tr><th>March.</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>14</td><td>Octopus Energy</td><td>89.10</td></tr><tr><td>16</td><td>Blachere Illuminations Final 10%</td><td>137.46</td></tr><tr><td>16</td><td>Gatekeeper Salary</td><td>216.00</td></tr><tr><td>16</td><td>Clerk Salary</td><td>294.40</td></tr><tr><td>16</td><td>RFO Salary</td><td>192.00</td></tr><tr><td>16</td><td>HMRC</td><td>121.60</td></tr><tr><td>16</td><td>Wilkinson Feb Toilet Clean</td><td>372.00</td></tr><tr><td>16</td><td>PwE Commission</td><td>514.74</td></tr><tr><td>18</td><td>R Connor Table Tennis</td><td>60.96</td></tr><tr><td>20</td><td>UU Water Toilets Feb/Mar</td><td>96.15</td></tr><tr><td>22</td><td>Car Park AJB Drain &amp; Kerbing Final</td><td>5178.00</td></tr><tr><td>22</td><td>Ceiling Tiles Youth Club</td><td>836.40</td></tr><tr><td>22</td><td>Codus IT Dell Laptop Monitor</td><td>1390.80</td></tr></tbody></table>	March.	Expenditure		14	Octopus Energy	89.10	16	Blachere Illuminations Final 10%	137.46	16	Gatekeeper Salary	216.00	16	Clerk Salary	294.40	16	RFO Salary	192.00	16	HMRC	121.60	16	Wilkinson Feb Toilet Clean	372.00	16	PwE Commission	514.74	18	R Connor Table Tennis	60.96	20	UU Water Toilets Feb/Mar	96.15	22	Car Park AJB Drain & Kerbing Final	5178.00	22	Ceiling Tiles Youth Club	836.40	22	Codus IT Dell Laptop Monitor	1390.80
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6.	<b>Planning Applications for Consideration:</b> <b>Town and Country Planning (General Permitted Development) (England) Order 2015 Schedule 2, Part 3, Class R</b> <b>APPLICATION: 23/0151/AGU</b> <b>PROPOSAL:</b> Prior Approval Notification: Siting of a temporary mobile catering trailer and the laying of a natural stone paved area (7.2m x 5.4m) for picnic tables. <b>AT: Boothman Park Barley New Road Barley, FOR: Strydon Ltd</b> The chairman reported that the application had been returned to the applicant by PBC; it did not meet the permitted development criteria of agricultural buildings in use during the last ten years <b>Boothman Wood Update</b> The Parish Council raised concerns about Boothman Wood with BwP members in Feb'22. Following a site inspection, the Head of Planning produced a report detailing concerns about the site. This led to a site visit by members of the BwP Committee held on 11 May'22.																																										

Confirmed Minutes

Derek Heap

Date: 10 May 2023

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	<p>At the BwP meeting held later that day it was agreed to give the developer one month to respond to the issues raised in the report. Over one year on there has been no response from the developer other than promises that site investigations were underway.</p> <p>Members agreed view was that the BwP Committee lack of action was most disappointing and Cllr. Seymour asked if there was a planning ombudsman that the case could be reported to. It was <b>RESOLVED</b> that the Chairman should write to the Chairman of the BwP Committee to register the PC's disappointment with progress and request an update at the next Committee meeting. An update was to be provided for residents in the next newsletter.</p> <p><b>Alleged Unauthorised change of use of Agricultural Land to Domestic Garden and patio area PLE/23/0124 at No. 1 Narrowgates.</b></p> <p>The Chairman read out a report Derek Oldham had prepared regarding PBC decision to refuse enforcement on the planning issue due to timescales. Following discussion members <b>AGREED</b> to write to raise challenges to the Enforcement Officers decision. <b>Action:- Clerk to write to PBC</b></p>
7.	<p><b>Parish Maintenance &amp; Village Projects – Members to receive Reports</b></p> <p>The Council has now received revised prices for the playground designs and clarifications to queries raised relating to designs.</p> <p>The Chairman proposed the following steps.</p> <ul style="list-style-type: none"><li>● Site visits to assess surfacing materials and quality of equipment and workmanship.</li><li>● Detailed assessment of the prices submitted.</li><li>● Target is to arrange a special meeting by the end of April to agree on the design and costs and agree on the appointment of a Contractor if timescales allow,</li><li>● Negotiation of final design, costs and terms and Conditions.</li></ul> <p>Current costs estimated is £32k (exc VAT) The Chairman informed members that PBC Playground Officer has offered to attend site to offer advice on designs.</p> <p><b>Basket Swing</b></p> <p>ESP attended playground site on 29th March. The bolt holding the swing to the top cross beam had become badly worn due to the bolt being loose over a period of time. They condemned the beam and removed it from its mounting leaving the swing on the ground. They have proposed to:-</p> <ul style="list-style-type: none"><li>● Replace the beam at a cost of £750</li><li>● Replace the beam free of charge if we award them the playground improvement works.</li></ul> <p>If we consider option 2 then the swing remains out of action until the project is awarded. The PC can free itself of any obligation by paying for the repair. It was agreed to make a decision on the swing at a later date. Cllr. Goldsbrough agreed to remove the swing from the playground and store it at his property. <b>ACTION</b> Cllr Goldsbrough</p> <p><b>Update on Flagpole on Turning Area</b></p> <p>The Chairman updated that the Contractor had installed the foundation base on 3<sup>rd</sup> April. The flagpole is scheduled to be installed on 20<sup>th</sup> April.</p> <p>The Chairman reported that once the flagpole is erected an assessment can be made upon the extent of pruning required on the adjacent Barley Mow tree (permission granted) to stop snagging. It was <b>RESOLVED</b> that quotations are requested from 3 No contractors to prune the tree and the tree on the playground (as requested by Cllr. Goldsbrough). <b>Action: RFO.</b></p> <p>Other trees might require pruning and could be included in works. <b>Action: Cllr Connor &amp; Heap.</b></p>

	<p><b>Update on purchase of new Computer for the PC</b> Computer specification agreed and purchase made – awaiting delivery. <b>Action: Cllr. Hunt.</b></p> <p><b>Members to Consider proposal for Verti-Draining and sanding of Village Green.</b> Cllr. Heap reported that some grass areas of the VG were quite soft following the drainage works last year. He recommended treating with sand to firm up the surface and then treat with additional grass seed. It was <b>RESOLVED</b> to progress verti-draining and sanding with seeding of the village green with Pendle BC. <b>Action: Cllr Heap.</b></p>
8	<p><b>Update on Resident Parking Application</b></p> <p>The Chairman said that following an objection to the scheme, probably from the Barley Mow, a report is being prepared which will be considered by LCC Cabinet members who will decide on the scheme. The report will be posted on the LCC website and then a decision can be made if any further contribution is required from the PC. Members agreed that the Barley Mow had made a significant contribution to the parking problems in the village centre by reducing their car park capacity from 13 spaces to 4 and this could be brought to the attention of the Cabinet if not included in the report. <b>Action: Clerk.</b></p> <p>Cllr. Goldsbrough reported that he had written to MP Andrew Stephenson and hoped his support for the scheme would be beneficial.</p>
9.	<p><b>Traffic Issues, Turning Area, Car Park &amp; Planned Events</b> <b>Update on consultation regarding permanent Traffic Regulation Order (TRO) for road lines</b></p> <p>The Permanent Traffic Regulation Order has now been sealed by LCC and the parking restriction road lines are now enforceable.</p>
10.	<p><b>Members to consider the following grant applications in accordance with the Parish Council policy on Grants and Donations and Section 137 of the Local Govt Act 1972.</b></p> <p><b>1) An application for £50 from a newly formed village Table Tennis Club for equipment.</b> A grant payment of £60.96 has been made to Mrs R. Connor on the submission of an invoice from Sports Direct for table tennis equipment on behalf of the TT club.</p> <p><b>2) An application for £700 from the Youth club for improvements to their meeting room.</b> A grant payment of £697.00 + VAT has been made to Ceiling Tiles UK Ltd on the submission of their invoice for supplying tiles for improvements of the Youth Club meeting room.</p>
11.	<p><b>Members to consider submitting Grant Application(s) to Pendle BC for 2022/23/24</b></p> <p>There had also been a previous grant allocated by PBC in 2018 towards stabilising works on the collapsed riverbank footpath at Whitehough. This project did not proceed. As previously agreed, the Chairman had requested PBC to re-allocate those funds towards repairs to the dilapidated dry-stone wall between The Cabin and the VG. This proposal was considered at the BwP committee meeting in April and had been deferred to a later date.</p> <p>The Council considered grant applications for 2023/24 and it was <b>RESOLVED</b> that the priority was a grant application to PBC for £3k as a contribution to the playground improvements. <b>Action: RFO.</b></p>

	<p>It was <b>RESOLVED</b> to continue with the grant application for the wall repair (see above) as a second priority and to offer financial support to the scheme up to £1500.00. If two applications were not accepted then this application to be withdrawn by the PC and the Council would then encourage the Borough Council to carry out the repairs promptly.</p>
12.	<p><b>Reports from Chairman</b></p> <p><b>Update on May'23 Parish Council Elections</b> The Chairman reported that only five applications had been received for the seven vacancies and so an election was not required on 4<sup>th</sup> May. Councillors DH DG JC &amp; LH along with Jane Harthan would form the new Council. The Council agreed to start the formal process of co-option after the Easter break seeking 2 new members.</p> <p>The Chairman thanked the 3 Councillors who had chosen not to be re-elected for their service. Cllr. Dewhurst agreed to continue supporting the PC with the Toilets and gatekeeping for the foreseeable future, Cllr. Cartmell agreed to offer support with the Car Park and gatekeeping and Cllr. Seymour also agreed to offer support if the Council felt she could offer a contribution. The Council were pleased to accept their offers.</p> <p><b>Installation of a Sign to Prevent Cars blocking Access to Raised Car Park.</b> The sign layout has been agreed by Cllr. Cartmell &amp; Heap and ordered from LCC.</p>
13.	<p><b>Members to consider whether to enter the Best Kept Village competition and how to progress if the village enters.</b> Members <b>RESOLVED</b> to enter the BKV competition. Cllr. Connor reported that Frank Grindrod has health problems and may not be available this year for planting. <b>Action: Cllr Connor</b> to speak to Frank Grindrod and ask if he is able to continue.</p> <p>It was <b>RESOLVED</b> to set a BKV budget of £2k which could be utilised without the need to refer back to full Council. Approval of expenditure would be progressed following the combined agreement of the Chair, Deputy Chair and RFO.</p> <p>Village Gardener - Following the last meeting, Cllr. Goldsbrough has not contacted the local gardener who had expressed an interest in taking on weeding and keeping areas tidy.</p>
14.	<p><b>Clerk &amp; Financial Officers Report</b> The current bank balance was £65,320.65 and after setting aside these commitments, including reserves, the monies available for the Council to spend is £10k. The grant of £2.5k from PBC towards improvements to the toilets, the new flagpole and car park drainage had been paid to the Council. Members reviewed and agreed the Council's Risk Assessments and the Asset Register.</p>
15.	<p><b>Reports from Councillors &amp; Borough Councillor Reports</b></p> <ul style="list-style-type: none"> <li>● <b>Kings Coronation Event Update</b> – Cllr Hunt not in attendance - no update.</li> <li>● <b>Lengthsman Scheme</b> – Cllr Connor had not attended the Annual Lengthsman Meeting at which several changes were announced including the appointment of a dedicated lengthsman to Barley. The Chairman had spoken to the Sabden Clerk about the changes and she had reported some concerns about the scheme in Barley. It was <b>RESOLVED</b> to continue in the scheme, pay any outstanding invoices and contribute £1200 as a starter for 2022-23 and consider how we better manage the lengthsman <b>Action: RFO, Cllr Connor and Cllr. Heap.</b></li> </ul>
15.	<p><b>Date of the next meeting: Wednesday 10<sup>th</sup> May 2023</b> (agenda items by 4<sup>th</sup> May '23)</p>