

October 2023

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 11th October'23 at the Village Hall

Present: Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. L. Hunt Cllr. J Connor
Cllr. J Harthan Cllr. L. Rushworth Cllr. G. Grimshaw

In Attendance: C A Heap (Clerk & RFO)

Public: None

1.	Apologies: None	Absent: None																																										
2.	Councillors Declaration of Interest - None																																											
3.	To Approve the Minutes of the Council Meetings held on 13th September 2023. To Approve the Minutes of the Council Meetings held on 13th September 2023. It was RESOLVED that the Minutes of the two meetings should be APPROVED and that the Chair sign them as a correct record.																																											
4.	Public Participation: None																																											
5.	Financial Matters: The following payments were approved / ratified for payment: <table border="1"><thead><tr><th>August</th><th>Expenditure</th><th></th></tr></thead><tbody><tr><td>14</td><td>Octopus Energy Electricity</td><td>64.76</td></tr><tr><td>14</td><td>Wilkinson August Toilet Clean</td><td>372.00</td></tr><tr><td>14</td><td>Gallagher Insurance</td><td>640.02</td></tr><tr><td></td><td>UU Water Toilets Aug-Sept</td><td>209.41</td></tr><tr><td></td><td>PwE Commission Cash Aug</td><td>527.35</td></tr><tr><td></td><td>R Statham VG Wall Rebuild</td><td>236.92</td></tr><tr><td>2 October</td><td>Gatekeeper Salary</td><td>183.00</td></tr><tr><td>2</td><td>Clerk Salary</td><td>277.60</td></tr><tr><td>2</td><td>Clerk Salary</td><td>88.40</td></tr><tr><td>2</td><td>RFO Salary</td><td>240.00</td></tr><tr><td>2</td><td>Pendle Toilet Clean & Gate</td><td>187.50</td></tr><tr><td>11</td><td>Wilkinson Toilet Clean Sept</td><td>192.00</td></tr><tr><td>11</td><td>Spring Bulbs Newlands-JC</td><td>65.80</td></tr></tbody></table>		August	Expenditure		14	Octopus Energy Electricity	64.76	14	Wilkinson August Toilet Clean	372.00	14	Gallagher Insurance	640.02		UU Water Toilets Aug-Sept	209.41		PwE Commission Cash Aug	527.35		R Statham VG Wall Rebuild	236.92	2 October	Gatekeeper Salary	183.00	2	Clerk Salary	277.60	2	Clerk Salary	88.40	2	RFO Salary	240.00	2	Pendle Toilet Clean & Gate	187.50	11	Wilkinson Toilet Clean Sept	192.00	11	Spring Bulbs Newlands-JC	65.80
August	Expenditure																																											
14	Octopus Energy Electricity	64.76																																										
14	Wilkinson August Toilet Clean	372.00																																										
14	Gallagher Insurance	640.02																																										
	UU Water Toilets Aug-Sept	209.41																																										
	PwE Commission Cash Aug	527.35																																										
	R Statham VG Wall Rebuild	236.92																																										
2 October	Gatekeeper Salary	183.00																																										
2	Clerk Salary	277.60																																										
2	Clerk Salary	88.40																																										
2	RFO Salary	240.00																																										
2	Pendle Toilet Clean & Gate	187.50																																										
11	Wilkinson Toilet Clean Sept	192.00																																										
11	Spring Bulbs Newlands-JC	65.80																																										
6.	Planning Applications (PA) for Consideration & Updates: The Chairman confirmed there were no new PA's for consideration but updated as follows: Mankowles Roof The Chairman reported that the owners wanted to try and colour the roof to see if they can get the materials to match. They had suggested a few ways of doing it, one of which took a couple of years to come to fruition. PBC were sceptical about whether this would work but have given them a short time to try it but being clear that there is no guarantee PBC will accept it. Given the location they are in the process cannot take a long time and PBC would not wait years for it to come to fruition. They are getting on with the colouring and PBC and the PC will see if it does or does not work. If it does not the owners will have to replace the roofing materials.																																											

Confirmed Minutes

Derek Heap

Date: 8 November 2023

1

7. **Parish Maintenance & Village Projects – Members to receive Reports & Proposals**

Update on Playground Upgrade

At the PC meeting on 25th September the Council selected Kompan Ltd as the preferred bidder and both ESP & Kompan have been informed. The Council also agreed to delegate authority for some decisions and actions to a Playground sub-committee and the delegation is recorded in the minutes of the meeting.

At the PC meeting held on 13th September council agreed to Cllr. Harthan looking at playground fences maintenance / improvement works after the new playground has been installed.

Cllr. Harthan said both fences are in poor condition and if new fences were to be installed, the wooden fence could be situated further back on the footpath to allow extra space on the playground which may allow for additional equipment to be installed.

Some of the small garden area with bench on the footpath would also have to be removed to create the extra space but the plants could be re-instated within the playground narrow area.

Members agreed in principle to a new fence and the alignment being moved to make for a slightly bigger play area providing a 1.2m wide footpath could be maintained.

It was **RESOLVED** to invite Kompan to visit site and assess if, by moving the fence line, sufficient space would be generated to include a triple swing frame and if space for additional equipment would be realised.

Action: Sub-committee to liaise with Kompan Ltd.

Proposal to pay outstanding expense costs to the volunteers who rebuilt the Stone Wall between Women's Institute Garden & Village Green if Pendle BC do not pay their share.

The costs of wall rebuild on VG/WI Garden was £473.84; the PC had paid a 50% share and PBC agreed to pay the remaining 50% but may now have changed their mind. All the costs have been paid by Rod Statham. Cllr. Heap proposed that if PBC do not agree to pay their share BPC should pay the outstanding balance of £237 to Mr Statham. It was **RESOLVED** to pay the outstanding balance within one week if PBC did not contribute.

The Chairman reported that Rod and Mike had been publicly thanked for the works in the local newsletter and PBC have been asked to do the same.

Update on Repairs to Masonry Wall between Cabin & Village Green

The chairman reported that since the asset belonged to PBC then permission to undertake the works was necessary plus guidance upon their role in the works. To date the Engineering Department of PBC had shown little interest and so the issue had been raised with a director. To date a full response had not been received from PBC.

The PC problem is that we are now moving into Winter period which is not good from a works perspective or the grant award from PBC which may expire in March 24.

It was **RESOLVED** to raise the matter with a BwP Committee member. **Action: Cllr Heap.**

Update on Xmas Decorations Project – Cllr. Goldsbrough

Cllr. Goldsbrough reported that Christmas decorations have been sourced from Blanchere Ltd who were our preferred supplier last year and to date the cost of lights is £2370.00 inc VAT.

	<p>There are still some additional tree lights to be procured to complete the proposed installation.</p> <p>An electrician will also be required to undertake the installation of some decorations and it was agreed to contact ABC Electrical who installed the equipment in 2022. Action: Cllr. Goldsbrough & Cllr. Heap</p> <p>The RFO re-affirmed a budget of £3,000 was agreed at the September meeting and an order would be raised once all the proposed installation prices were gathered.</p>
<p>8.</p>	<p>Traffic Issues, Turning Area, Car Park & Planned Events</p> <p>Resident Parking – The Chairman reported the most recent LCC correspondence: “Further to your email please note that, as previously advised, we are unable to provide a definitive date and time for lining works. Please be assured that works have been issued for the scheme however as advised LCC have an obligation to prioritise road safety related schemes and the BV1 permit parking scheme is an amenity scheme. We will keep you updated”</p> <p>Events: Clayton Harriers Fell Race on Saturday 18 November from 1000Hrs from Village Hall. Remembrance Service to be held 1055Hrs on Sunday 12 November at the Turning Area. Cllr Connor to coordinate. Cllr Hunt reported that the Events Committee intended to unveil the ‘commemorative oak tree’ immediately after the remembrance ceremony if the tree is available at that time.</p> <p>Pendle Hospice Winter Wander up Pendle Hill in Santa Suits on Sunday 3 December and will include stalls on the Village Green / Car Park. It will be marshalled by the Hospice.</p> <p>Christmas Fayre to be held on Sunday 10 December led by Barley Events Committee. It will involve market stalls in the Village Hall, a Santa Parade to the grotto at the Bus Shelter on the Turning Area followed by the Barley to Bethlehem procession.</p>
<p>9.</p>	<p>Barley Playground – Discussion matter on playground fencing - Cllr Harthan</p> <p>Cllr Harthan reported that following a playground inspection the fencing was found to be in poor condition. The post and wire on the riverside is in poor condition and the wooden fence is also in need of repair. Council agreed in principle to a separate budget for a new fence. It was RESOLVED that the sub-committee investigate costs and bring to the November meeting. Action: Sub Committee.</p>
<p>10.</p>	<p>Reports from Chairman Update on Toilets projects - Members agreed to look at replacing the trough in the gentleman’s toilets with urinals at the same time</p> <p>Members to consider taking down flag from the flagpole for the winter period. It was RESOLVED to remove any flags from the Turning Area flagpole after the Remembrance Service until spring to minimise damage to the flag and noise nuisance to residents.</p> <p>Provision of Second Tablet for Issuing PCN’s on Turning Area The Chairman reported the Council had placed the order with PwE seven weeks earlier. The Council agreed that the Chair should take steps to get this matter higher on the PwE priority list and secure the second tablet. Action: Chairman.</p>

11.	<p>CCTV Events Update & Review of Designated Councillors – Cllr. Hunt & Heap</p> <p>Following the reports of bike thefts and vehicle damage in the Village and problems identifying the culprits, Cllr. Hunt reported that our cameras are not fit for purpose during darkness and proposed that they be replaced with improved models with good night vision.</p> <p>It was 'agreed in principle' to look at replacing the cameras at the Village Hall. Action: Cllr. Hunt & Grimshaw</p> <p>Following discussion, it was also agreed to adding Cllr. Heap & Cllr Grimshaw to the Delegated Officers team for CCTV to improve the response times for viewing footage. Action: Cllr Hunt to arrange training.</p> <p>Cllr Hunt also suggested making the CCTV coverage accessible to officers remotely so they could view footage of situations immediately.</p>
12.	<p>Clerk & Financial Officers Report</p> <p>The current bank balance was £97,017.86 and after setting aside commitments, and reserves, the monies available for the Council to spend is £35k.</p> <p>The Clerk reported that the Council had received a Freedom of Information (Fol) request relating to the car park and outlined the key requirements of the Fol Act 2000 as explained by the Information Commissioners Office.</p> <p>The Council agreed to the draft responses to the four questions raised relating to the cost of installation, annual running costs, annual income and where the money is spent. The Council agreed that commission charges paid to PwE were commercially sensitive and as such covered by an exemption (Section 43) in the Fol Act and would not be disclosed. Action: Clerk to respond to Fol request.</p>
13.	<p>Members to review and update (if necessary) the Parish Council's Asset Register</p> <p>The chairman had issued a briefing note prior to the meeting setting out the purpose, the scope, valuations and the required format. After discussion Members confirmed they understood the requirements and RESOLVED to adopt the current register without any amendments.</p>
14.	<p>Reports from Councillors & Borough Councillor Reports</p> <p>Cllr. Connor reported a kerb damaged on the turning area. Cllr. Heap said that although this was the responsibility of LCC it would not be seen as a priority and would therefore be better to ask Frank Wilkinson to undertake the repair. Action: Cllr Heap.</p> <p>Cllr Harthan reported that during the playground inspection she noted 2 x nails were exposed on the fence close to the balance beam and rough metal exposed on the gate. Action: Cllr. Connor to make safe.</p>
15.	<p>Date of the next meeting: Wednesday 8th November 2023 (agenda items by 2nd Nov '23)</p>