

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 13th November'24 at the Village Hall

Present: Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. L. Rushworth Cllr. J. Connor

In Attendance: C A Heap (Clerk & RFO)

Public: James McGregor

| 1. | Apologies: Cllr. J. Harthan (Maternity) & G. Grimshaw. Absent: None | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 2. | Councillors Declaration of Interest: None | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | To Approve the Minutes of the Council Meetings held on 9th October 2024. It was RESOLVED that the Minutes of both meeting should be APPROVED and that the Chair sign them as a correct record and append to the PC website. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | <p>Public Participation: None Co-Option of James McGregor Mr James McGregor has applied to fill the vacancy on the Council. He gave a short presentation outlining his background and the commercial acumen he can bring to the Council. He said he knew many people in the village and wanted to give back to the community. Members asked a range of questions regarding what attracted him to the role, his views on the planning process and how he felt about conflicts of interest and dealing with difficult issues. The Chairman asked if he respected the Resident Parking and he confirmed that he and his family do not park in the resident parking zone. Mr McGregor closed by telling members he had some appreciation of the role of a parish councillor and some of the challenges that must arise when trying to serve the whole community.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. | <p>Financial Matters: The following payments were approved / ratified for payment:</p> <table border="1"> <thead> <tr> <th>October'24</th> <th>Expenditure</th> <th></th> </tr> </thead> <tbody> <tr> <td>14</td> <td>T. Cartmel Stand-In Gatekeeper</td> <td>15.00</td> </tr> <tr> <td>15</td> <td>Octopus Energy Electricity July</td> <td>87.14</td> </tr> <tr> <td>17</td> <td>UU Water Toilets Sept- October</td> <td>1497.78</td> </tr> <tr> <td>21</td> <td>PwE Commission September</td> <td>441.65</td> </tr> <tr> <td>21</td> <td>J Maunder Garden Services</td> <td>270.00</td> </tr> <tr> <td>21</td> <td>J. Wall Cleaning Waste Bins.</td> <td>36.00</td> </tr> <tr> <td>29</td> <td>Lloyds Jones Toilet Supplies</td> <td>152.90</td> </tr> <tr> <td>8 November</td> <td>PBC Waste Charges Fun Day Sept'24</td> <td>73.24</td> </tr> <tr> <td>8</td> <td>NVM Replace Toilet Door Handle</td> <td>168.00</td> </tr> <tr> <td>8</td> <td>Wilkinson October Toilet Clean</td> <td>372.00</td> </tr> <tr> <td>13</td> <td>N Dewhurst Toilet Light Repair</td> <td>25.00</td> </tr> <tr> <td>13</td> <td>Remembrance Day Tea + Locks + Bin Clean Materials</td> <td>43.43</td> </tr> <tr> <td>13</td> <td>Remembrance Day Flowers J. Connor</td> <td>12.00</td> </tr> </tbody> </table> | | October'24 | Expenditure | | 14 | T. Cartmel Stand-In Gatekeeper | 15.00 | 15 | Octopus Energy Electricity July | 87.14 | 17 | UU Water Toilets Sept- October | 1497.78 | 21 | PwE Commission September | 441.65 | 21 | J Maunder Garden Services | 270.00 | 21 | J. Wall Cleaning Waste Bins. | 36.00 | 29 | Lloyds Jones Toilet Supplies | 152.90 | 8 November | PBC Waste Charges Fun Day Sept'24 | 73.24 | 8 | NVM Replace Toilet Door Handle | 168.00 | 8 | Wilkinson October Toilet Clean | 372.00 | 13 | N Dewhurst Toilet Light Repair | 25.00 | 13 | Remembrance Day Tea + Locks + Bin Clean Materials | 43.43 | 13 | Remembrance Day Flowers J. Connor | 12.00 |
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6. **Planning Applications (PA) for Consideration by Members & Updates:**

Town and Country Planning Act 1990 APPLICATION: 24/0742/HHO PROPOSAL:

Full: Erection of a garage attached to plant store.

AT: Far Banks Farm Cross Lane Barley

FOR: Mark Plat

When discussing this application, members had consideration of a recent similar planning application at Manknowles (23/0279/HHO) in Barley which was refused by PBC. Members recognised there are differences between the two properties but also some similarities.

Members concluded that the site occupies a highly prominent position in the open countryside and the surrounding landscape, it is visible from Cross Lane and various footpaths in all directions. The setting is open fields and wooded areas with scattered farm buildings and dwellings. Given the size of the building, it would significantly increase the built form into the wider landscape. The property is outside the settlement boundary.

Consideration of the design raised the question of why the eaves of 3.5m are so high for a garage and whether the shape has any consideration of the existing shape of the barn conversion property. For example, the stone slate roof slope is very shallow when compared to the property.

Members agreed to object to this application due to the proposed siting and design of the proposed outbuilding in a visually prominent position. The development would harm the character and landscape of the Forest of Bowland Area of Outstanding Natural Beauty as it would appear incongruous in its setting and provide a form alien to the character of the area and would thus be contrary to Policies ENV1 and ENV2 of the Local Plan: Part 1 Core Strategy.

Update: Manknowles PLE/23/1087 – Roof Colour

The Clerk confirmed writing to PBC requesting they view the roof and recommend waiting a further six months to see if there is any further change in the colour to match the old and new roof paving's. PBC confirmed they had received pictures of the roof from the PC and the planning officer would be visiting the site in due course to assess the roof condition.

Ogden Hill Farm Solar Panels – An appeal has been lodged with the Planning Inspectorate. Members agreed to submit photographs previously taken to the PI. **Action: Clerk.**

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

Toilet Block Upgrade

Robert Baines had collected the keys to the toilet block earlier in the week. He confirmed he had received the PC brief for improvement works and he would be starting by undertaking an assessment of the floors, doors and roof.

Update on CCTV Camera Replacement Project

Cllr Grimshaw was not in attendance but had reported no progress in the last month.

Replacement of post and wire fence on playground near Slide with a picket fence,

The chairman reported the work had been completed to a satisfactory standard.

Update on Waste Bin Replacements

The Chairman reported that the waste bin at the entrance to the car park and the waste bin on the village green near the toilet block were both to be replaced with the Broxap Derby Double Bins which would double the waste holding capacity. The Chairman reported that PBC have taken delivery of two new waste bins and they are arranging installation. **Action: Cllr Heap.**

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| | <p>Update on Playground Inspections Cllr Goldsbrough informed he was completing a fourth inspection and he would forward a copy of all four reports to the Clerk for the PC records. Action: Cllr Goldsbrough.</p> <p>Update on application for formal registration of Village Green by Pendle BC The Chairman reported that he had requested PBC to apply for the VG to have a registered status on 1st November and is awaiting their response. Action: Cllr Heap.</p> <p>Update on Other Village Projects – None</p> |
| 8 | <p>Traffic Issues, Turning Area, Car Park & Planned Events</p> <p>Cllr. Goldsbrough reported that he will present details for the proposed additional RPS signage including wording, font size, colour and proposed location for discussion at the next Council meeting. This is to increase visitors' awareness of the RPS. Action: Cllr. Goldsbrough He reported that the scheme is regularly being abused but he had no details to forward to parking enforcement. He has contacted local authorities but without response to date.</p> <p>Events Planned: The Tour of Pendle event is to take place on Saturday 16th November. Clayton Harriers would be hiring three portable toilets to go on the car park. It was reported that 550 runners had registered for the race and the previous limit set by the PC to Clayton Harriers had been 400No. The Chairman agreed to remind the VH committee and the organisers to limit numbers going forward and no registrations to be accepted on the day. Action: Chairman.</p> |
| 9 | <p>Members to receive an update on the Xmas decorations purchases for 2024 including a large 2m diameter snowflake for the Village Hall and additions to the Turning Area.</p> <p>The Chairman reported that the addition of an illuminated snowflake had been agreed with the VH Committee and this would be purchased by the PC and installation paid for by VHC. In addition, it was agreed to purchase decorations to sit on top of, and adjacent to, the bus shelter. Action: Cllr Heap & Goldsbrough.</p> |
| 10 | <p>Members are asked to consider a grant application for £250 from the Events Committee for the purchase of presents and food for the Children's Xmas Party.</p> <p>Following discussion, it was RESOLVED to approve the application which was to be match funded by the Events Committee. The party is to take place on 15th December prior to the Barley to Bethlehem procession. This year is the 25th Anniversary of the procession. Action: RFO.</p> |
| 11 | <p>Members to approve Clerk & RFO Annual Salary increase in accordance with National Association of Local Councils Guidelines and associated Gatekeeper pay.</p> <p>The Clerk / RFO left the meeting whilst this item was discussed. The chairman reported he had liaised with Cllr Grimshaw to confirm the new rates of pay. He had also liaised with him regarding the benchmarking of working hours and pay grade looking at Clerk positions currently advertised at Croston, Kelbrook & Sough, Burniston and Gargrave. Based on comparisons it was proposed to increase the working hours and the Grade to Scale Point 11. Members RESOLVED to adjust the working hours and pay grade as proposed.</p> |
| 12 | <p>Members to consider and agree a Winter Maintenance Policy for the Car Park</p> <p>Members RESOLVED to adopt the policy which set out what the PC would and would do and not do during ice and snow conditions and was based on practices in recent years.</p> |

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| | <p>Frank Wilkinson had agreed to undertake the footway salting and snow clearing. The Council needed to provide all necessary salt and equipment. The policy would be added to the PC website. Action: Cllr. Grimshaw.</p> |
| 13 | <p>Reports from Chairman</p> <p>Update on problems in the toilet block The Chairman reported that there had been a leak on one of the handwash units in the lady's toilet which had resulted in the floor being flooded for a couple of hours. The leak had been a valve which had come loose and had been repaired by Frank Wilkinson and Cllr Heap.</p> <p>There had also been a fault on the lighting in the toilets which had been rectified by Nigel Dewhurst. The door handle to the Gents toilet had been broken off and a new handle had to be purchased from and fit by NVM Ltd at a cost of £140.00.</p> <p>Update on large Waterplus invoice in September of £1,497. The Chairman reported that he had queried the water charge with Waterplus. They had responded that according to their records the charge was correct. He has highlighted the unprecedented increase in water usage to UU and asked them to check for leaks on the system. Members agreed to requesting separate meters be installed for the toilet block and the Cabin to ensure more accurate billing. Action: Clerk</p> <p>Update on PwE contract beyond January 2025 This item was deferred to the December meeting.</p> |
| 14 | <p>Clerk & Financial Officers Report</p> <p>The current bank balance was £91,693.07 and after setting aside commitments, and reserves, the monies available for the Council to spend is £39k.</p> <p>On 13th November Cllr Grimshaw confirmed he had audited and checked some income and expenditure transactions for each of the last three months and all was correct.</p> |
| 15 | <p>Reports from Councillors & Borough Councillor Reports: None.</p> |
| 16 | <p>Part II Exempt Items – Exclusion of Public & Press</p> <p>Members agreed to the exclusion of the public and press whilst they discussed the suitability of Mr. McGregor (who left the room) as a parish councillor.</p> <p>Whilst Mr McGregor did not wholly fill the shortfall in the Council's skillset it was agreed that he could make a valuable contribution to the Council based on the skills he had and his positive attitude.</p> <p>Mr McGregor returned to the room and members RESOLVED to invite Mr McGregor to take up the vacancy on the Council. The clerk will liaise with him to complete all necessary forms so that he can be a full member in time for the December meeting.</p> |
| 14 | <p>Date of the next meeting: Wednesday 11th December 2024 (agenda items by 5th Dec'24)</p> |