



Briercliffe with Extwistle Parish Council

Monday, 18th April 2011

Present: Councillor Kelly (in the Chair), Bailey, Frost, Meeks, Prince and Thomas

Others: County Councillor Brindle, J Greenwood (Allotments Manager), M. Greenwood (Lengsthman), S. Watson (Clerk), L. Abram (Responsible Finance Officer), PC Liz Bedford, PCSO Jody Hudson, Ray Khawaja (Streetscene) plus 8 residents.

Public agenda

(a) Public questions

A resident of Finsley View raised concerns about a neighbour's cockerels crowing in the early hours of the morning. There are currently 3 cockerels and several other animals, which are being kept on land that is rented from the Parish Council. The resident has already agreed to get rid of 2 of the cockerels. Under the terms of the lease agreement, the land must not be used in a way that causes a nuisance to neighbours.

RESOLVED: **the Clerk will contact the resident and remind them of the terms of the land lease agreement and ask them to resolve the problem of the cockerels crowing in the early hours. The Clerk will also contact Environmental Health Services for advice on noise abatement.**

A resident of Standen Hall Drive raised concerns about antisocial behaviour by large gangs of people using the 3 ginnels in the area. There has also been a recent attack resulting in a death and the situation is getting out of hand. Cars are being targeted by being walked over causing damage, garden plants are being pulled up and residents are now scared to leave their properties at night. Also needles, condoms and other rubbish are being left and this is not cleaned up. This has caused a rat problem and poison cannot be used as the area is used by children. The resident requested gates that can be locked at night, especially the Burnsall Close to Standen Hall Drive ginnel which has the worse problems.

Another resident complained that the man-hole covers are dangerous and United Utilities haven't maintained them in years.

It was suggested that a residents group could be set up who could be responsible for opening and closing any gates provided and the group could also start a Neighbourhood Watch scheme.

It was also suggested that the park area needed some repairs, however, due to previous anti-social behaviour not all residents are in favour of this.

RESOLVED: that the issues of anti-social behaviour around Standen Hall Drive will be a Police PACT priority and a request made for regular patrols to be carried out. The Police to be asked to look into a Community CCTV scheme and to use the mobile CCTV unit in the area. Streetscene will be asked to regularly clean the areas and remove rubbish. The possibility of alleygating will be investigated further and United Utilities to be asked to repair the man-hole covers.

(b) Police report

The Police reported the Standen Hall Drive incident and agreed for this to be a PACT priority. Despite this tragedy anti-social behavior in the Parish has declined. Issues around the Spar and Queen Street have improved and there has been a reduction in under-age drinking. The Police reported a recent fire at Musty Haulgh Farm.

There has been an increase in the number of complaints regarding cold calling in the area. Queen Street was considered for a No Cold Calling zone and door stickers would be requested from Trading Standards. The Police Crime Prevention Officer and Trading Standards can give presentations on how to respond to cold calling.

RESOLVED: that the Clerk to contact the Police and Trading Standards for No Cold Calling stickers, advice and further information on No Cold Calling presentations. It was agreed that this month's PACT priorities will be:

- 1. Anti-Social Behaviour issues around Standen Hall Drive**
- 2. Parking problems around where the lollipop man works, including disabled drivers parking inconsiderately and parking on the zig-zag lines.**
- 3. Motorbikes ridden without helmets around Talbot Drive**

The Police were thanked for attending the meeting. It was agreed that the Clerk would provide the Agenda to the Police 1 week before the meeting and request a written report that can be circulated prior to the meeting.

Ray Khawaja from Burnley Borough Council's Streetscene Section introduced himself to the meeting. In the last month 1 dirty back yard and 1 drainage problem have been sorted. A request was made for Streetscene to investigate cleaning up of the land at the top of the hill by the Old Chapel on Burnley Road, Haggate. Ray suggested that Richard Brown at the District Council should be contacted regarding alleygating. Ray was thanked for attending the meeting.

Parish Council Agenda

It was agreed to move to the Finance Section of the agenda as the next item. The Responsible Finance Officer pointed out that the Petty Cash figures on the financial statements were wrong and the correct figures would be circulated as a priority. It was noted that the Parish had a healthy bank balance and that this included the recent Public Works Loan and the compensation payment.

11/12/001 Finance

The end of year accounts, balance sheet and Governance Statement were presented to the meeting.

RESOLVED: The Accounts Balance Sheet was approved and it was agreed that the Governance Statement would be signed by the Chair and the Clerk.

The accounts would be finalised by Friday and sent to the Internal Auditor within the next two weeks. The final accounts will then be sent to the External Auditor.

The issue of payment for the Hanging Baskets was raised. The baskets need to be paid for on delivery and the actual cost will not be available to present to a Parish meeting prior to payment. The cost will be £12 per basket ordered, the closing date for orders will be the 25th April and the baskets will be collected from the Community Center on the 8th May. Councillor Frost will publish the closing date in the Burnley Express.

RESOLVED: That a cheque for the full cost of the hanging baskets will be raised for payment on delivery and reported back to the next Parish Council meeting with the amount collected on the sales.

1. Accounts to be approved for payment

a)	Parish Clerk	Salary	£ 153.00
b)	RFO	Salary	£ 47.72
c)	HMRC	Clerk's deductible tax	£ 37.00
d)	HMRC	RFO's deductible tax	£ 11.93
e)	Scribe 2000	Accounts & Allotment License	£ 408.00
f)	Lanlee	Materials	£ 82.92
g)	Parish Clerk	Backpay 5 hours for February	£ 37.00
h)	HMRC	Clerk's backpay deductible tax	£ 9.25
i)	RFO	Stamps/Envelopes for rents	£ 28.62
j)	Briercliffe Community Ctr	Room Hire	£ 67.50
k)	AON	PC Insurance	£ 764.76
l)	P3	VAT on previous invoice	£ 16.00
m)	Clerk	Petty Cash	£ 45.40

RESOLVED: That the bills outlined above be paid.

Funding approvals received after the publication of the agenda to be tabled at the meeting.

a)	LALC	Subscriptions	£ 552.08
b)	Greenwoods:	Tree felling on allotments	£ 750.00
c)	Greenwoods	Tidy Woodland Walk	£ 90.00
d)	Greenwoods	Tidy up Duke St corner	£ 180.00
e)	Latham Brothers	hedgcutting	£ 96.00
f)	United Utilities	water	£ 210.35

RESOLVED: That the additional expenditure outlined above be paid.

It was noted that the Responsible Finance Officer would need additional hours for the end of year accounts and audit. The additional hours worked to date were 13¾ hours.

RESOLVED: That an additional 13¾ hours is paid to the RFO at a cost of £156.61, this breaks down to £125.29 salary and £31.32 HMRC.

11/12/002 Apology for absence

Apologies were submitted on behalf of Councillors Kinnear and Lishman.

11/12/003 Declarations of Interest / Code of Conduct

Members were reminded about the Councillors Code of Conduct. The Chair and Councillor Frost declared an interest in relation to planning matters and Councillors Kelly and Frost declared a Personal and Prejudicial interest in financial matters.

11/12/004 Minutes of the last meeting

The minutes of the last meeting held on 21st March 2011 were submitted for approval as a correct record.

RESOLVED: That the minutes of Briercliffe Parish Council be approved as a correct record.

11/12/005 Administration

1. *Correspondence received*
 - Lancashire Police Authority Viewpoint March*
 - Highways Bulletin NO. 9*
 - Winter Services Bulletin (Several)*
 - LALC – Armed Forces Day*
 - Chris Gateley – Armed Forces Day*
 - LALC – Consultation on Future of Public Audit*
 - Journal of Local Planning*
 - Burnley Borough Council, dog bin and fouling log*
 - Parish Council Christmas Trees*
 - David Talbot re: land slip*
 - Public Works Loan Board application confirmation*
 - Parish Council Charter and Questionnaire*
 - Act Now Training, Cost effective seminars*
 - BBC Contact Details request*
 - No 1 Douglas Road Tenancy Agreement*
 - No 7 Douglas Road Tenancy Agreement*
 - No 9 Douglas Road Tenancy Agreement*
 - No 15 Douglas Road Tenancy Agreement*
 - Letter from No. 11 Douglas Road*
 - Letter from No. 9 Douglas Road*
 - Letter from No. 7 Douglas Road*
 - Bradley Area Action Plan*
 - Environment Agency – Living on the Edge booklet*
 - Greenwoods quote re tree felling*
 - Invite to the Borough Council AGM*
 - Bootstrap response*

Correspondence Received after the publication of the agenda

Community Transport Review

Decision Notification to Consultees

NALC – Communities in Action

NALC – E-learning, new online tools

Lancashire & Merseyside County Training Partnership

Burnley Borough Council Armed Forces Day

Bitesize briefing Crime & Disorder

Paul Goddard, Christmas Lights 2011

Anne Black, response to enquiry re: No. 5 Douglas Way.

Anne Black, response to land ownership

2. *Correspondence sent*

Tenancy Agreement to No 1 Douglas Road

Letters to Nos 1, 7, 9 and 13 Douglas Road

Bootstrap re Tree felling

Mast response

County Councillor re County Issues

BBC re Streetscene issues

Douglas Road BBC land agreement

P3 re: website domain

It was suggested that the Parish should consider flying a flag for Armed Forces Day at the end of Duke Street. The RFO has a Royal Navy Ensign that could be used.

RESOLVED: That Councillor Frost would investigate the possibility of providing a flag pole. The British Legion is to be contacted regarding which flags may be flown.

It was noted that the issue of the land slip has not been resolved and a meeting is still needed between all interested parties, the Borough Council and the Environment Directive have indicated they would be willing to meet at the Community Centre. The County Council is still to be contacted. It was suggested that a Land Slip Working Group should be set up to meet with the other parties.

RESOLVED: Councillors Frost and Royle would be on the working group, the Clerk and Allotments Manager to be included in the meeting. The Clerk will arrange a meeting.

The Clerk updated the meeting on the Douglas Road tenancies.

Councillors Kelly, Frost and Lishman would be attending the Council Annual Meeting, the Clerk is not available and apologies will be sent.

It was noted that Bootstrap are doing a good job on the football grounds.

The Community Transport Review noted that the school bus to Nelson is being stopped.

It was noted that a cheque has been raised for the deposit on the garage colonies of £1,780.24.

RESOLVED: that the Parish Council note the Correspondence received and send

3. *Other administrative matters*

Councillor Frost will provide a poster for the Annual Meeting, Councillor Royle gave her apologies for the meeting.

11/12/006 Councillors' updates/reports

Borough Councillors

There were no Borough Councillor reports.

Parish Councillors

Reports were covered under Committees and Working Groups. It was suggested that the Council agenda should include Matters Arising as some issues from previous meetings had not been actioned.

RESOLVED: The Clerk would check if 'Matters Arising' can be an agenda item.

A question was raised regarding Public Liability Insurance and the Clerk provided an explanation.

Website Update

Councillor Prince updated the Council on the website. It is now averaging 45 hits a day with the noticeboard having the highest number of hits. The Noticeboard needs regular updates to keep it interesting, responses for the website are still outstanding from Councillors Frost and Lishman. Planning applications and decision notices are now to be published via the website. A local crime area was suggested for inclusion on the Website.

The Allotments Forum will be discussed at the next meeting of the Allotments Committee.

County Councillor

County Councillor Brindle reported that the library will re-open on the 20th April and will provide improved facilities.

Copies of the Heasandford Burnley Express article were circulated at the meeting. A complaint had been received about horse manure and pot holes. The County have an additional £3.7M to deal with potholes and these are now completed very quickly.

The Director and Cabinet member for Highways attended a pre-arranged traffic survey on Halifax Road. On arrival, traffic levels increased significantly for approximately 20 minutes, then returned to normal levels. A copy of the Community Road Watch Scheme was circulated and it was agreed that, due to the number of signatures on a petition, the residents of Stirling Court could spearhead a traffic campaign to log speeding traffic, the County will provide additional road signs and markings.

The County Councillor is a Champion for the Community Development Foundation looking at joining up the 3 tiers of local government, there is an option for Parish Councillor to shadow County and District Officers and Councillors.

It was suggested that the County Councillor report could be moved on the agenda to after the Police Report to allow the County Councillor to leave the meeting earlier.

RESOLVED: That the County Councillor report is to be moved on the Agenda to after the Police Report in future.

County Councillor Brindle was thanked for her report.

11/12/007 Committees and Working Groups

Allotments committee

A list of Allotment jobs for the Lengsthman was circulated that should take approximately 10 days.

RESOLVED: That the Lengsthman is to be paid for 1 day a week for the next 10 weeks to complete the Allotment jobs listed.

An Allotments Waiting List Form was circulated, it was agreed that the form is discussed at the next Allotments meeting.

Planning Committee

Councillor Thomas reported that an application has been received for 2 Rose Cottage. It was also noted that the Parish Council were extremely disappointed with Pendle Council for granting permission for the erection of 9 Dwelling Houses despite objections.

Lengsthman Working Group

The group did not meet this month, it was agreed that any Allotment jobs that need to be included on the Lengsthman's list should be forwarded to the Responsible Finance Officer.

The area known as Hogglety Cogglety needs some reparation work and it was suggested that Bootstrap may be able to assist.

Finance Meeting

The Committee did not meet this month. The Bowling Club request regarding insurance cover has not progressed as the club has not yet provided the information requested.

Recreation and Leisure

The Committee did not meet this month.

Strategic Planning Group

Councillor Prince was unable to attend the meeting but wanted to suggest that the Parish Council should set itself Performance Indicators and a Parish Action Plan.

Matters identified for future consideration

None identified