



## **Briercliffe with Extwistle Parish Council**

**Monday, 19<sup>th</sup> December 2011**

**Present:** Councillor Frost (in the Chair), Bailey, Dack, Kelly, Lishman, Meeks, Prince, Royle and Thomas.

**Others:** County Councillor Brindle, J. Greenwood (Allotments Manager), M. Greenwood (Lengthsman), S. Watson (Clerk), PCSO Rachel Lonsdale plus 2 residents.

### **Public agenda**

Councillor Frost opened the meeting and welcomed everyone

#### **(a) Best Dressed Window Competition**

Mrs Barrett was presented with a certificate and hamper by Councillor Frost for winning the Best Dressed Household window competition.

#### **(b) Public questions**

There were no public questions.

#### **(b) Police report**

The Police had been called away to an incident in the Parish, they reported back later in the meeting. They reported that there had been 82 incidents and 13 crimes this month compared with 104 incidents and 21 crimes last month and 89 incidents and 13 crimes last year.

Crimes of note included:

- A burglary on Walshaw Lane where a laptop, iPod and money was stolen;
- A shed broken into on Douglas Way;
- A mountain bike and 2 tool boxes stolen from a shed on Deerplay Close;
- 3 catalytic converters stolen off cars parked at Veolia;
- Damage at house on Queen Street;

- Food stolen from a freezer on Horning Crescent;
- Van stolen from Little Toms Lane;
- Car and large amount of electrical equipment stolen from Oaken Bank;
- Window smashed at Bauschlinnemann on Widow Hill Road;
- A Clay Pigeon Shooting caravan broken into at Sweetwell Farm.

The Police have targeted offenders of theft and burglary this month.

With regards to last month's PACT priorities, there have been fewer reports of youth nuisance at the library, Saxifield Street has seen an increase in patrols with no further reports of problems and parents have been advised about parking outside the school.

The PACT priorities for this month were agreed as follows:

1. Drug dealing from cars on the Bus turning circle;
2. Youth nuisance at the Community Centre; and
3. Youths on motorbikes on Halifax Road, Lane Bottom at weekends.

Rachel was thanked for her detailed report.

### **(c) County Council Report**

The County Councillor reported that she had visited the Scout Moor wind farm exhibition briefing and updated that the winter gritting primary routes had been gritted and buses were running. All the grit bins have been filled and will be topped up when empty. Netherwood Street yellow lines project is being consulted on further and there have still been no applications for organisation grants, although Brierliffe Residents Association have had a form and the Bowling Club have had help completing the form. The Chair will contact the Bowling Club with regards to returning their form and it was noted that the Allotment Society could apply for funds.

The County Councillor agreed to check if the Parish Lengthsman could have a reduced rate for tipping Parish rubbish and would check on the no horses or motorbike sign at Haggate and the no turning sign on Holgate Street.

It was noted that the recent roadworks had resulted in shorter yellow lines on junctions causing problems for buses, also yellow lines for the crossroad were requested. Broken white lines on the majority of junctions need to be repainted and the gutter across the pavement near the Spar Shop needs a replacement cover.

County Councillor Brindle was thanked for her attendances and reports throughout the year.

### **Parish Council Agenda**

#### **11/12/056 Apology for absence**

Apologies were submitted on behalf of PC Fran Fleming.

## 11/12/057 Declarations of Interest / Code of Conduct

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

## 11/12/058 Minutes of the last meeting

The minutes of the last meeting held on 21<sup>st</sup> November 2011 were submitted for approval as a correct record.

**RESOLVED: That the minutes of the Briercliffe Parish Council meeting on the 21<sup>st</sup> November are approved as a correct record.**

There were no actions under the minutes.

## 11/12/059 Administration

### 1a. Correspondence received

<i>Andrea Ferguson</i>	<i>Planning Application 2011/0566</i>
<i>Catherine Wright</i>	<i>Contact Form</i>
<i>E Morville</i>	<i>Contact Form</i>
<i>HAGS</i>	<i>Winter Stock Clearance</i>
<i>Keith Butler</i>	<i>Diamond Jubilee</i>
<i>Anna Maria Pomfret</i>	<i>Rationalisation of Household Waste</i>
<i>Sarah Horton</i>	<i>Plantscape Introduction</i>
<i>Lindsey Henry</i>	<i>Newsletter</i>
<i>Act Now Training Ltd</i>	<i>Online Seminar Information Law</i>
<i>Journal of Loc. Planning</i>	<i>Localism Act</i>
<i>Saf Munshi</i>	<i>Winter Bulletin Dec</i>
<i>LALC</i>	<i>NALC E Bulletin</i>
<i>Vivien Green</i>	<i>Re: Shuttleworth Pasture Farm</i>
<i>Keith Swindell</i>	<i>Breast &amp; Bowel Cancer Project</i>
<i>Vivien Green</i>	<i>Shuttleworth Pasture Farm</i>
<i>K Dunn-Grimshaw</i>	<i>Contact Form</i>
<i>Tracey Noon</i>	<i>Seasonal Concert</i>
<i>Saf Munshi</i>	<i>LCC Winter Update</i>
<i>Tracey Noon</i>	<i>Portrayal of older people from BBC</i>
<i>Tracey Noon</i>	<i>Free Training and support</i>
<i>Tracey Noon</i>	<i>NEA Fuel Debt Bulletin</i>
<i>Rocky Shorrocks</i>	<i>QEII Fields for Lancashire</i>
<i>Tracey Noon</i>	<i>Christmas Tree Festival</i>
<i>K Dunn-Grimshaw</i>	<i>Contact Form</i>
<i>Tracey Noon</i>	<i>Burnley circuit job advert</i>
<i>Joanne Latham</i>	<i>Better working between Councils</i>
<i>Tracey Noon</i>	<i>Food Hygiene Course</i>
<i>A Walden</i>	<i>Play Area Cleaning</i>
<i>Tracey Noon</i>	<i>Active Spaces Walk</i>
<i>Fields in Trust</i>	<i>Results</i>
<i>Evo Shed Products</i>	<i>Information</i>

<i>Tracey Noon</i>	<i>Christmas Raffle</i>
<i>Burnley Borough Council</i>	<i>Scout Moor Wind Farm</i>
<i>HMRC</i>	<i>Appeal reply</i>
<i>Calico</i>	<i>Pathway reply</i>
<i>LALC</i>	<i>December/Annual Report</i>
<i>Marsden Building Soc.</i>	<i>rates</i>
<i>Natwest</i>	<i>Interest Rates</i>
<i>Pendleside Hospice</i>	<i>Light Up A Life Switch On</i>
<i>St Mary's</i>	<i>Carol Service</i>
<i>Kelvin Harris</i>	<i>Allotment Inspection response</i>
<i>Natwest</i>	<i>Business Accounts</i>
<i>BDO</i>	<i>Audit Report</i>
<i>Jubilee Woods</i>	<i>Local Woods for Jubilee</i>
<i>Lancashire County Cl.</i>	<i>Connect to Buy</i>
<i>LALC</i>	<i>Technical Reform of Council Tax</i>
<i>HAGS</i>	<i>Agito Unit</i>

1b. *Correspondence received after the publication of the agenda*

<i>Burnley Borough Council</i>	<i>Holocaust Day</i>
<i>Nicky Hulme</i>	<i>Parish Newsletter 2011</i>
<i>Fields in Trust</i>	<i>Have a field day</i>
<i>Fields in Trust</i>	<i>Merry Christmas</i>
<i>Lynn Millton</i>	<i>Contact Form</i>
<i>Cyan Lindsey</i>	<i>Furniture Catalogue</i>

2. *Correspondence sent*

<i>Vivien Green</i>	<i>Shuttleworth Pasture Farm</i>
<i>Catherine Wright</i>	<i>Contact Form</i>
<i>E Morville</i>	<i>Contact Form</i>
<i>K Dunn-Grimshaw</i>	<i>Contact Form</i>
<i>Street Scene</i>	<i>request</i>
<i>Hyndburn BC</i>	<i>Dog Fouling Fines</i>
<i>P Murphy</i>	<i>Garage tenancy</i>

The residents Association have been asked to provide a newsletter article and a precept poll is available on the website. The County Council's Connect to Buy project will be investigated further and the Marsden Bank account will be checked.

A garage tenant has still to pay this years rent and it was agreed one last invoice would be sent and that proof of residency will be needed or the tenancy will be terminated from the 1<sup>st</sup> April.

3. *Other administrative matters*

Code of Conduct, Personal & Prejudicial Interest Forms  
All Councillors have now completed and returned the form.

### Christmas Decorations

The lights on the tree on Duke Street are not working, 23 trees have been provided above shops although some don't yet have lights. Lights have also been provided in the Bowling Club trees and the cost this year have totaled £588. Christmas as a whole will be looked at for 2012 and will be an agenda item for the next Strategic Planning meeting. It was suggested that solar powered lamppost lights should be investigated and could be installed on resident's properties.

### Duke Street Bench

It was agreed that the bench will now be ordered and if possible a recycled bench be provided.

### Parish Signs Project

A thank you letter and framed photograph has been sent to Aircelle and a reply has been received, the Chair thanked everyone involved in the project and specifically thanked Councillor Royle for the success of the project. There are 2 stones still available and it was suggested that one may be used for the Roggerham sign and the second could be used to replace the old Briercliffe sign. The sponsorship plaque have been ordered.

### Harrison Street Pathway Project

Councillor Dack was thanked for all the work he had put into the Harrison Street path project and it was noted the path had never been better.

## **11/12/060 Updates and Reports**

It was agreed that improvements to the Newsletter will be an agenda item at the next Strategic Planning meeting.

A grant application is to be provided for improved play equipment and test digs at Lane Bottom play area.

Ward Opportunities Funds could be used to provide alleygating on Saxifield Street.

A company has made approaches to build 250 houses on Bent Hill with access down Granville Street although a planning application has not been submitted, it has been suggested that £2.3million would be provided to improve the Hall. It was agreed that further details were needed.

Four listed finger posts in the Parish are in need of repair and could be a long term project to improve them and it was suggested another sponsorship project could be used and that these would be discussed at the Strategic Planning meeting.

The website has an average daily hit rate of 45 residents and the newsletter has increased website usage. The website poll results can be viewed online and will be an agenda item at the Strategic Planning meeting.

The Christmas Parcels were all delivered and it was agreed that delivery will be shared out next time. Councillor Royle was thanked for arranging the Christmas Parcels.

There were no further Reports for consideration.

**11/12/061 Finance**

1. *Accounts to be approved for payment*

a)	Parish Clerk	Salary	£ 230.18
b)	HMRC	Clerk's deductible tax	£ 57.55
c)	BDO	Annual Audit	£ 522.00
d)	Burnley Hire Centre	Harrison St Pathway	£ 84.00

Christmas Account

e)	Springwood Nurseries	12 Nordman Trees	£ 240.00
f)	B&Q	Christmas Lights	£ 84.00
g)	Anne Kelly	Christmas Trees	£ 20.00

Accounts received after publication of the agenda

h)	P3 Computers	Laser Ink Cartridge	£ 72.00
i)	Greenwoods	Invoice	£1,280.00

of which £1,056.00 Lengthsman, 180 Parish Signs  
Lengthsman breakdown; Harrison Street £352, Christmas £264, Allot £484

The additional costs of the audit are due to the Parish's income going above £50,000 with the Public Works Loan and the compensation payment being received in the same year.

Additional Invoices were received at the meeting:

j)	A Kelly	Christmas Hampers	£ 25.02
k)	North West Services	Harrison Street Pathway	£ 300.00
l)	Kershaw Print	Newsletter	£ 120.00
m)	Lanlee Supplies	Lengthsman Materials	£ 32.88

**RESOLVED: That the bill outlined above are paid.**

2. *Bank Balances to 31<sup>st</sup> October 2011*

•Current a/c – £	9,293.68
•Deposit a/c – £	9,689.12
•Petty Cash - £	22.27
Total	£ 19,005.07

3. The Petty Cash Report was noted and it was agreed to bring Petty Cash back up to £100 with the addition of £77.73.

**RESOLVED: That the Petty Cash is topped up with an additional £77.73.**

The Chair agreed to check out the keys for storage at the Community Centre and all suitable information will be archived.

A Briercliffe flag is to be investigated.

## 11/12/062 Committees and Working Groups

### 1. *Allotments committee*

The Parish Council formally thanked Councillor Dack for the Harrison Street pathway project and noted that a 2 year path prioritization project to upgrade the allotment paths with tarmac shavings was to be carried out. The garage site inspections are to be followed up and it has been agreed that the Lengthsman will empty the skips as there are no volunteers from tenants.

The request for a hard surface area for events was reconsidered by the Parish Council. It was decided that if the Allotment Society obtained external funding this would limit the uses of the area for the Council, however it was agreed that a hard surface area was a good idea and the Council would investigate providing an area further. It was suggested that the area below the skips could provide parking for up to 5 cars. It was agreed that the Clerk would be the signatory for new tenancies.

The turning circle garage colony bank account has been set up and all tenants have been sent a standing order form, the second phase is being put on hold pending a needs analysis.

### 2. *Planning Committee*

1 application has been received which will be discussed in closed session and an application has been received to demolish and rebuild Aldam Barn, Councillor Dack registered an interest in the application and took no further part in the debate. It was agreed that there were no objections to the application. There were no objections to an application for a dorma conversion.

### 3. *Finance Committee*

The Finance Committee has not met this month.

### 4. *Recreation and Leisure Committee*

The Recreation and Leisure Committee has not met this month, Councillor Kelly will contact the Football Club to ascertain proposals for the changing rooms and arrange a meeting as a matter of urgency due to the condition of the building. The Clerk to contact the club outlining concerns and obtain a copy of the lease.

### 5. *Strategic Planning Committee*

A meeting of the Strategic Planning Committee is to be arranged as a matter of urgency.

### 6. *Land Slip Working Group*

The Land Slip Working Group has not met this month, however the Borough Council have drained water away from the land slip and it was suggested that a ditch on the right hand side could also help. Once the work is completed an assessment will be made of the situation.

### **Matters identified for future consideration**

Community for Voluntary Services will be invited to the next meeting to provide information on funding opportunities..

### **The meeting moved into private session.**

It was agreed that a Lengthsman Working Group would be held on the 5<sup>th</sup> January at 2:30pm and a Strategic Planning meeting would be held on Tuesday 10<sup>th</sup> January at 7:30pm.