



Briercliffe with Extwistle Parish Council

Monday, 21st March 2011

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

Others: J Greenwood, S. Watson (Clerk), plus 5 residents.

Public agenda

(a) Public questions

A resident on the Allotments pens waiting list asked how long it takes to get to the top of the list. It was explained that pens only become available as residents relinquish them, therefore a definite timescale cannot be given.

RESOLVED: that the Chair would check the waiting list and find out the position of the resident.

A resident notified the meeting about a problem of dog fouling on back streets, she also complained about youths loitering on the back street smoking and dropping litter. They usually arrive on the 4.05 bus. Also youths are running over the flowerbeds damaging the flowers within them.

RESOLVED: that the Chair would raise the issue with the school head teacher and the problems of underage smoking and littering would be passed onto the Police as a PACT priority.

A resident informed the meeting that the Police have responded to a problem of travelers removing items from back yards, however they are now switching vans in order to avoid detection. The resident explained that they look over back gates and walls and remove items stored there without permission. The residents were asked to make a note of the registration numbers of vehicles and pass these onto the Police. The activity usually happens on Tuesdays and Fridays

RESOLVED: the Parish Clerk would pass the information onto the Police and request the monitoring of such vehicles is a PACT priority.

It was also noted that the road sweeper has churned up the grass verge on Duke Street, the Lengsthman had the area well maintained. It was noted that several large stones have been donated to improve the Duke Street area.

A resident asked why there had not been any consultation with regards to the new Mobile Phone Mast. The resident was informed that this was a replacement for an existing mast that was approved approximately 7 years ago and therefore did not need planning permission or consultation. It was explained that planning rules meant phone masts did not need permissions unless they were being erected on listed buildings. New rules state that replacement masts do not need planning permission and that the Parish Council does not have jurisdiction over the sighting of masts. Also, present scientific information does not provide proof that masts are a health risk. A similar question had been raised via the website.

RESOLVED: The Clerk to respond to the question from the website as outlined above.

(b) Police report

The Police were unable to attend, however a written Police Report was provided to the meeting which was read out by the Chair. 69 incidents and 8 crimes had been reported in Briercliffe for the 30 days to the 21st March, which compares with 83 incidents and 19 crimes for the same period last year. The 8 crimes were 3 thefts, 2 criminal damages, 2 thefts of vehicles and 1 burglary. Also 5 incidents of anti-social behavior were reported. It was noted that the PCSO was now back from maternity leave. It was also noted that the police statistics covered the ward of Briercliffe rather than the Parish boundary.

The issue of horse riders misusing Parish pathways not designated as bridleways was raised at the last Allotment meeting and the Parish Council was asked to consider this as a PACT priority and that the provision of an A-Frame gateway could be considered.

RESOLVED: that the Clerk to contact the Police for responses to the 2 public questions and that this month's PACT priorities will be:

- 1. Youths smoking and dropping litter on back streets near the bus stop outside 55 Burnley Road**
- 2. Van's being used to remove items from backyards without permission.**
- 3. The misuse of public pathways not designated as bridleways by horse riders**
- 4. Youth's on mini motorbikes.**
- 5. Dog fouling on Gilbert Street.**

The Clerk to forward the dates of future meetings to the Police and to provide a cost for the provision of an A-Frame gateway.

The parking problems highlighted as a PACT priority at the last two meetings have not been resolved. The PCSO cannot issue tickets, however they can have a Police Officer attend more serious issues. It was also noted that overnight parking is taking place on the double yellow lines on Granville Street due to lack of enforcement.

RESOLVED: The Clerk to ask County Councillor Brindle to request Parking Enforcement at 3:25pm around the school and the area used by the lollypop man.

Parish Council Agenda

10/11/085 Apology for absence

Apologies were submitted on behalf of Councillor Meeks, Royle and County Councillor Brindle.

10/11/086 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.

10/11/087 Minutes of the last meeting

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

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

10/11/088 Administration

Correspondence received

Lee Collins – Landslip response

LALC – 2011 Pay Scales, Chairmanship Workshop, Design Review Roadshow, good relations programme, conflict awareness, AGM and meeting 14th March, Newsletter, elections literature, HMRC guidance

OCE – Bitesize Briefing

Journal of Local Planning, Localism Bill

Winter Services Updates (several)

Parish Matters Newsletter

NALC – it takes all sorts, Communities in Action Conference

Allotment Strategy

Lancs Fire & Rescue – Performance report

LRC Magazine Spring edition

Letters re: Plot 1 and 11 Douglas Road

White Horse Contractors, Expression of interest, Construction of Sporting Facilities

LCC Concessionary Traveling Lancashire

New flood risk management responsibilities

LCC Delegated Services Pilot

Correspondence sent

Douglas Road Tenancy Agreements

Bowling Club, accounts request

P3 Computers, website live request

Streetscene Burnley, re allotment skips

Lee Collins/David Talbot re: tip

Other administrative matters

Loan Application Form

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

It was agreed that receiving correspondence as it arrives is the preferred method rather than correspondence being brought to the meeting.

Councillor Frost and John Greenwood have met with Lee Collins of the Environment Agency at the area of the land slip. The water has been tested for pollutants and possible solutions were examined. The original sources of funding are no longer available, Lee has been asked to find alternative funding sources that the Parish Council can apply for. Also an email was received that suggested the County, District and Parish Councils meeting to discuss a solution.

RESOLVED: That a meeting of the three Councils will be arranged by the Clerk and Councillor Frost.

The Parish Matters Newsletter contained information about insurances for Parish Councils.

RESOLVED: Councillor Frost would investigate insurance options further and co-ordinate a report back with the Responsible Finance Officer.

Members were encouraged to attend the Chairmanship Workshops.

RESOLVED: The Parish Council would fund the £25 fee for attendance of the Chairmanship Workshops.

It was agreed that the Clerk should complete the Allotment Survey and that the letters regarding Douglas Road would be discussed in Private Session at the end of the meeting. The expression of interest in play facilities would be kept for a potential Lottery Grant and the Chair outlined the Delegated Services Pilot scheme. Proposals are due by the 29th April and it was suggested that a Strategic Planning meeting should be convened to formulate a response.

RESOLVED: The Chair to arrange a meeting of the Strategic Planning Committee.

The application for the Queen Elizabeth Playing fields is still outstanding.

A copy of the deeds regarding the land at the landslip have been forwarded to the Borough Solicitor, the Chair of Allotments requested a copy of the reply when received.

The Public Works Loan Forms have been received and the formal request will be returned.

10/11/089 Councillors' updates/reports

Borough Councillors

There were no Borough Councillor reports.

Parish Councillors

Councillor Prince reported that Briercliffe Residents Association had raised dog fouling as an important issue, especially on grassed areas in front of Gilbert Street, although stickers are prominent in the area. Residents were requested to report dog foulers who can be identified or areas of particular problems to the District Dog Warden. The issue is to be included as a PACT priority and the provision of an additional dog bin would be

looked into. It was suggested that the residents of Gilbert Street could be leafleted on how to report dog fouling problems.

RESOLVED: The residents of Gilbert Street are to be leafleted.

Councillor Prince updated the meeting on the website forum, responses have included problems with the speed bumps on Burnley Road although residents were fully consulted on the scheme when it was proposed and the scheme was acceptable to the bus operators. The bumps at the top of the hill appear to be too high, especially the top 2.

RESOLVED: That County Councillor Brindle is asked to investigate the concerns and that any response given is also publicised on the website.

The website has now gone live and the statistics on usage are very encouraging with 80 unique visitors registered on a single day and 90 users on the 7th March. The forums are the most popular page with the noticeboard coming second, followed by Parish meetings and on-line polls. The newsletter has created an increase in web usage. It was noted that over 100 outlying farms didn't receive the Newsletter and it was suggested that one Newsletter is posted to the farms explaining that the newsletter is now available on the website for those in outlying areas. It was agreed that this would be included in the next newsletter.

RESOLVED: That the next newsletter is posted to the outlying farms.

It was noted that ELE provide free computer training and the Chair would forward an electronic copy of their newsletter. Councillors Frost and Prince would look into minor errors on the website and all Councillors were again asked to provide a new photograph. It was suggested that the website should be a standard item in the updates section at each Parish Council meeting.

RESOLVED: The Parish Council updates section to include a standard item of website in the future.

Councillor Thomas asked for planning applications to be included on the website.

RESOLVED: That Councillor Thomas will forward Planning applications for inclusion on the website, which will include an introduction to planning page.

The Chair reported that hanging baskets will once again go on lampposts all the way to the turning circle. The baskets are provided free from the District on condition that the Parish waters them. The resident of Sweetwell Farm has donated 4 large stones for the road signs but the Parish will have to pay for the transport. A resident who owns a JCB has agreed to move the stones. Councillor Royle has requested that one stone is placed by no.48 by the footpath before the turning circle. The County has delegated the decision on the final positioning of the stones to the Parish Council. The quarry has also agreed to donate some smaller stones for the Duke Street Corner thereby providing a rockery.

The Briercliffe Society has offered to put a heritage sign on Duke Street and Councillor Frost will provide a design.

RESOLVED: Councillor Frost to provide a design for a heritage sign for the next Parish meeting and a photograph is arranged at Aircelle with the Councillors and the Directors. The Chair will finalise the positioning of the stones with Councillor Royle. Councillor Royle will arrange for the Mayor, Mayoress, Michael's family and Councillor to attend an unveiling and that the signs be included as a budget heading until they are all located.

It was suggested that the woodland walk signs should have an official opening with the school competition winner to attend. A date of 6th April was suggested and it was agreed that the Lengsthman is asked to check the area before the visit.

It was noted that there is usually an annual Parish Walkabout where everyone walks around the Parish, usually on a Saturday morning. This includes the garages and the garage colony.

RESOLVED: That the Parish Council to decide a date during April/May for an annual walkabout at the next Parish Council meeting.

County Councillor

County Councillor Brindle had submitted her apologies.

10/11/090 Finance

Accounts

a)	Parish Clerk	Salary	£ 116.11
b)	RFO	Salary	£ 47.72
c)	HMRC	Clerk's deductible tax	£ 27.75
d)	HMRC	RFO's deductible tax	£ 11.93
e)	P3 Computers	2 years web hosting	£ 80.00
f)	Lanlee	Materials	£ 82.92

RESOLVED: That the bills outlined above be paid.

Additional items of expenditure incurred after the publication of the Agenda were tabled as follows:

a)	J Greenwood	Garage Colony foundation	£ 70.00
b)	J Greenwood	Allotment gate fence repair	£ 60.00
c)	J Greenwood	Tip Fence repairs	£ 100.00

RESOLVED: That the additional expenditure outlined above be paid.

Bank balances

- Current a/c – £8,286.49
- Deposit a/c – £9,686.22

RESOLVED: That the Summary of spend to 10th March is noted

Research had been carried out for cheaper options for hosting the website, however the Clerk explained that the request to P3 to launch the website live had inadvertently also included a request to host for 2 more years in error.

RESOLVED: That the Clerk ascertain the renewal date for the website to see if this can be postponed.

It was suggested that an emergency payment protocol should be agreed.

RESOLVED: That in emergencies the Chair of the Parish and the Chair of Allotments are authorized to spend up to £300 each, under delegated authority, in consultation with either the Clerk or the Responsible Finance Officer and the decision are to be reported back to the next meeting of the relevant Committee.

The Borough Council had recommended some additional fencing at the landslip in order to ensure our insurance wasn't affected, this was done under emergency procedures.

10/11/091 Committees and Working Groups

Allotments committee

The tenancy agreement for Douglas Road with the Borough Council was signed.

RESOLVED: The Allotment Chair and Councillor Prince to co-ordinate a dedicated Allotment Forum on the website

Planning Committee

Councillor Thomas reported that an application for Batty Hole Farm has been received and that the 3m fence for the MUGA has been submitted.

Lengsthman Working Group

It was agreed that the Responsible Finance Officer request the woodland to be tidied by the Lengsthman.

Finance Meeting

The Guidance for Grants and contract were agreed. Also the accounts have been received from the Bowling Club.

RESOLVED: That £500 is approved from Parish Council funds for the Bowling Club, this will be matched by £500 from Wards Opportunity Fund. It was also agreed that future grant requests must be received prior to the commencement of any work.

The Chair explained that the Clerk's timesheets were showing an average of 20 hours a month.

RESOLVED: That the Clerk's hours be increased to 20 hours per calendar month, backdated to commence from February. The Responsible Finance Officer is asked to adjust the budgets accordingly.

RESOLVED: That Mr Cropper is appointed as the Parish Internal Auditor for the financial year 2010/2011.

Recreation and Leisure

The MUGA application has been submitted to the Big Lottery fund, due to a recent change to the rules this has been submitted in the name of the Parish Council. A response is expected in approximately 8 weeks.

Strategic Planning Group

It was agreed that a meeting of the Strategic Planning Committee would be held on Tuesday 5th April at 7:30pm at Anne's house.

Matters identified for future consideration

The meeting moved into Closed Session and the Public were excluded.