



Briercliffe with Extwistle Parish Council

Monday, 19th September 2011

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

Others: County Councillor Margaret Brindle, J Greenwood (Allotments Manager), M Greenwood (Lengthsman), S. Watson (Clerk), PC Liz Bedford, PCSO Rachel Lonsdale plus 4 residents.

Public agenda

Councillor Frost opened the meeting and welcomed everyone.

(a) Public questions

A question was raised regarding the Planning Application for a Wind-Farm, the height of the proposed turbine was specifically mentioned as well as the exact location. Councillors Frost and Kelly both declared a Personal and Prejudicial interest in the Application due to being a member and the Chair of the Burnley Borough Council Planning Committee respectively and took no further part in the discussion. It was agreed that a copy of the application would be circulated to all members and any comments or objections will be submitted by the Clerk.

A resident raised concerns with regards to the Parish Signs project. A local resident had voluntarily sought out sponsors for the signs and had managed to secure a local business sponsor who was willing to sponsor 5 of the signs. The resident had then been informed that only 2 signs could be sponsored by any one individual or business and the resident asked when and where this decision had been taken. The resident was advised that the sponsorship concept had had a significant take up and only 5 signs now remained without a sponsor or sponsor offer and potentially only one of these remaining signs could be sponsored at this stage. It was suggested that sufficient sponsorship money had now been received to install more signs. A quote has been received for sponsorship plaques of 4" by 2" with two lines of text at a cost of £20 each. It was suggested that the plaques may too small.

RESOLVED: That the Parish Signs Project is continued and additional signs are to be installed using the money received from sponsorships rather than using the Lengsthman budget and that larger plaques are sought.

There were no further public questions.

(b) Police report

The Police reported that there had been 124 incidents and 19 crimes this month compared with 103 incidents and 16 crimes last month and 112 incidents and 13 crimes last year.

Crimes of note included:

- A fence cut at Sita;
- A generator stolen from a garage;
- Diesel stolen from a vehicle;
- A quad bike stolen from Burwains Farm;
- An assault at the Commercial;
- 2 mountain bikes stolen from Sutton Avenue;
- A mountain bike stolen from Shore Avenue;
- A van window smashed on Parker Street
- Cash stolen from a handbag in Jazz Man's;
- A coat, boots and helmet stolen from a car on Homing Crescent;
- A portacabin broken into at Site;
- Briercliffe Bed Centre broken into;
- An attempted burglary on Towneley Street;
- 2 racing bikes, helmets and glasses stolen from a garage on Todmorden Road;
- A rucksack and necklace stolen from a car on King Street;
- House keys stolen from Duke Street;
- A cannabis warning issued on Halifax Road.

With regards to last month's PACT priorities, there have been regular patrols of the Waste Disposal site which has resulted in one person being arrested and being fined by the court. Many fines have been issued for parking offenses on the side roads and juvenile nuisance at the Recreation ground has declined due to the weather with only 4 reports being made this month.

The PACT priorities for this month were agreed as follows:

1. Parking on the side roads with the intension of giving more fines;
2. A school patrol at 3:30pm at Briercliffe School to check on parking problems;
3. Continue to monitor the Waste Disposal site.

A request was also made for a No Ball Games sign to be installed at no. 4 Lydgate, it was agreed that this would be provided through the Borough Council and Councillor Kelly would make the request.

The Police again asked for residents to be more pro-active in securing vehicles and not leaving property on sight within vehicles as this does cause a number of crimes that could be prevented. Councillor Frost agreed to include this in the Newspaper column.

A resident raised concerns over Heavy Goods Vehicles trying to turn right into the Bed Centre and Holgate Street. A request was made for a sign directing vehicles over a certain size to the turning circle. County Councillor Brindle agreed to check on the sign.

The Police were once again thanked for a comprehensive report and the new PACT report was welcomed.

(c) County Council Report

A Road Traffic Order has been applied for to put Double Yellow lines on the corners of Netherwood Street. Residents affected have been consulted and concerns have been expressed that the lines will just move the problem onto other nearby streets. Similar schemes have now been requested on Jubilee Street and Duke Street. It was noted that Moore View already has these lines but their case is different as they have driveways. It was agreed that public safety is always a priority over people's convenience, however it was agreed to review the implementation on Netherwood Street before agreeing to the Jubilee and Duke Street schemes. It was also noted that Netherwood Street was a different scheme as it also has to accommodate parking for Gilbert Street. The Community Centre Car Park and the Turning Circle were suggested as alternative parking areas and it was agreed that this would be requested as an item for the next Community Centre meeting. Talbot Street was also suggested as an area that would benefit from a scheme. A resident's only parking scheme was suggested but it was felt this would not be appropriate. The next County Highways meeting is to be held in 3 weeks so a decision is needed before then.

RESOLVED: That a Strategic Planning Committee is called to agree which streets should be subjected to a RTO for double yellow lines on the corners and the Borough Engineer is asked to attend a site visit.

The County Councillor was also requested to check if a sign could be provided to prevent horses and bikes using the footpath from Haggate to Lane Bottom.

The County Councillor reported that she had not had a response to the pothole enquiry on Parker Street and Holgate Street but was sure this would now have been completed and that resurfacing works should be completed by winter. A No Cold Calling and Neighbourhood Watch scheme has been set up and all the signage has been installed on Queen Street and Harrison Street. A complaint has been received regarding the closure of Todmorden Road however there was no alternative solution to the problem and the period of closure has been shortened by evening and weekend working being agreed. There was still no response to the Briercliffe Road St. James School enquiry, the speed bumps or the Talbot Street grit bin. The speed indicator sign (SPiD) has been moved and rumble strips have been installed on Halifax Road. A campaign is about to start with School Children providing signs saying 'Slow Down'.

The County Councillor reminded the meeting that County Member's Grants were still available as no applications have been received for Briercliffe. It was suggested that the Allotment Association should be encouraged to apply, the Bowling Club have received a form but this hasn't been returned.

It was asked if the work on Burnley Road would be continuing for much longer as it was causing considerable disruption. Concerns were raised that the contractors were not doing the job properly as only 2 men were often seen working across a stretch of 100 yards of road and the resurfacing work is of a very poor standard. It is worse at the end of Duke Street where the bus stop is, though it was noted that cobbles have been used on Duke Street. County Councillor Brindle will chase up the work and pass on the issues raised.

Duke Street garden has been used as a storage area by the contractors although they have been written to and asked to move the equipment further damage has occurred, it was agreed that further correspondence is sent.

A list of roads gritted by the County Council will be sought and considered at the Strategic Planning meeting. Champions have also provided additional grit.

County Councillor Brindle was thanked for her report.

Parish Council Agenda

11/12/035 Apology for absence

Apologies were submitted on behalf of Councillor Lishman, Councillor Prince, Councillor Royle and Councillor Thomas.

11/12/036 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.

11/12/037 Minutes of the last meeting

The minutes of the last meeting held on 15th August 2011 were submitted for approval as a correct record.

RESOLVED: That the minutes of the Briercliffe Parish Council meeting on the 15th August are approved as a correct record.

11/12/038 Administration

- 1a. *Correspondence received*
 - BBC Polling Station Review*
 - Greenwood Quote – Rec Ground fence*
 - Groundwork Quote – Harrison Street*
 - Monks Quote – Harrison Street*
 - Karen Smith*
 - LALC August*
 - LALC accounts*
 - LALC Newsletter*
 - Mayor's Civic Ball*

Playground magazine
PWLB account
Saltex
Mr Cropper Internal Audit
Lesley Miller Lancashire Links
LALC grants information
Joanne Latham LCC updates
Paul Goddard Christmas
Journal of Local Planning Framework
Neil Harrison Play Equipment
Public Sector Sales
LALC E bulletin
Historic Towns Forum events
Suzanne Brown Outdoor Gym
Gary Morley Contact Form
Historic Towns Forum Newsletter
Stewart Andrews Play Equipment
RFO VAT August
Journal of Local Planning Framework
Alison Morville Parish Vacancy
Fields in Trust Half Century not out
Paul Goddard Christmas
Hilary Locke HAGS Play Equipment
Rocky Shorrock QE11 Playing Fields
Stephen Wells Parish Signs
Dalton Printers Quote
Soullamarangou Contact Form

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

Historic Towns Forum – Economic Vision
Cllr Paul Prince – garage proposal response
Historic Towns Forum – Social media
LALC – Rural Services Event
Paul Taylor – contact form
LALC – Autumn Conference

2. *Correspondence sent*

A Morville
D Wilcock
J Smith
A Turner
K Harris
Walne Engravers
Dalton Printers
J Seed
S Dack

It was agreed that a Christmas tree is ordered for Duke Street and a 6' tree is ordered for the School, additional Christmas Decorations were discussed including decorations on lampposts. A budget needs to be agreed. Councillor Kelly will circulate the price list and

Christmas Decorations and budget will be an agenda item at the next Strategic Planning Committee.

The quotes for Harrison Street were noted and a recommendation is to be put forward from the Allotments Committee.

3. *Other administrative matters*

Code of Conduct, personal & Prejudicial Interest Forms

Councillors were reminded of the need to return the Code of Conduct forms and list potential interests.

Parish Vacancy Interview Panel

The withdrawal of one applicant has resulted in only one candidate expressing an interest and this item will be dealt with in Private session at the end of the meeting.

Noticeboard contact details

It has been agreed that the website details can be used as contact details for the Noticeboard.

11/12/039 Updates and Reports

There were no Reports for consideration.

11/12/040 Finance

1. *Accounts to be approved for payment*

a)	Parish Clerk	Salary	£ 156.94
b)	RFO	Salary	£ 47.72
c)	HMRC	Clerk's deductible tax	£ 37.98
d)	HMRC	RFO's deductible tax	£ 11.93
e)	RFO	stamps	£ 2.76
f)	Enviroskips	skips	£ 252.98
g)	Lanlee	materials	£ 54.24

Invoices received after publication of the agenda

h)	Greenwoods	Lengsthman invoices	£ 440.00
i)	Greenwoods	Garage Colony invoices	£ 319.00
j)	Greenwoods	Allotment invoices	£ 27.50
k)	North West Services	Excavator hire & stones	£1,200.00
l)	HMRC	Penalty for late submission	£ 400.00
m)	Clerk Back pay	April – August	£ 23.64
n)	HMRC Clerk Back pay	April – August	£ 5.88

RESOLVED: That the bills outlined above be paid.

2. *Bank Balances*
 - Current a/c – £ 20,431.28
 - Deposit a/c – £ 9,688.14
 - Petty Cash - £ 26.74
 - Total £ 30,119.42

The Bank Balances were noted.

3. The Petty Cash Report was noted.

RESOLVED: That the Petty Cash is brought back up to £100 with an additional £73.26.

4. Co-op Bank Offer
It was agreed that the bank offer will be considered at a later date.

11/12/041 Committees and Working Groups

1. *Allotments committee*

The budget allocation still needs the carry forward of £750 previously agreed. The list of Lengthsman jobs was agreed and the date of the Allotment Site inspection was noted.

The proposal for the phase 2 of the Turning Circle Garage Colony was agreed and a quote for the provision of storage containers is still to be sought. A discussion took place on the land ownership of the land the containers were being proposed for and it was agreed that Paul Halstead would be contacted to ascertain land ownership.

RESOLVED: That the recommendations from the Allotment Committee are approved including the proposal to start phase 2 of the Turning Circle Garage Colony.

2. *Planning Committee*

2 applications have been received however the planning committee has been unable to meet due to Councillor Thomas being ill and Councillor Royle being away. The application for the wind turbines at Banks Farm needs a Parish Response. It was noted that there were no objections to an application for Monk Hall to replace windows and doors in line with its listed status.

3. *Finance Committee*

The Finance Committee has not met this month.

4. *Recreation and Leisure Committee*

The Recreation and Leisure Working Group has not met this month.

5. *Strategic Planning Committee*

It was agreed that a meeting of the Strategic Planning Committee needed to be called to discuss the issue raised at this meeting. In particular the Committee should look at Double Yellow lines around the Duke Street/Jubilee Street and surrounding areas.

RESOLVED: That a meeting of the Strategic Planning Committee will be held on Monday 3rd October, 7:30pm at Councillor Kelly's house.

6. *Land Slip Working Group*

A meeting of the Landslip Working Group has been held and the Minutes from this meeting will be circulated once prepared. Issues that arose were that the Parish Council Insurance needs to be checked with regards to public liability over the landslip. The Borough Council has now stated that the problem is more complicated than first envisaged and Lee Collins of the Environment Agency has had 2 grant applications turned down but is still actively seeking funding. The site has had 2 visits recently with United Utilities attending one visit. It has been agreed that the pavilion pipe will be checked for possible extension all the way to the river and whether water that collects on the recreation ground can be diverted away from the land fill.

RESOLVED: That the landslip fencing would be repaired as a matter of urgency.

Matters identified for future consideration

A letter of resignation had been received from the Responsible Finance Officer, it was agreed that Councillor Frost would send a letter of thanks from the Parish Council for all the work Lianne has provided in both the Parish Clerk and the Responsible Finance Officer roles. Councillor Kelly would also arrange for a bunch of flowers to be delivered.

RESOLVED: That the letter of resignation is accepted and that the last working day is agreed as the 17th October 2011.

The Lengthsman Working Group was previously disbanded and job allocations were agreed to be through the Responsible Finance Officer. Due to the resignation of the RFO it was suggested that the Lengthsman Working Group would be reformed and Councillors Lishman, Bailey and Meeks would form the membership. Future Lengthsman jobs would be forwarded to Councillor Lishman who would take on the responsibility for allocating work to the Lengthsman. Councillors Bailey and Meeks agreed to be the Lengthsman Liaisons and actively pursue Lengthsman jobs needing to be done and forward these to Councillor Lishman. Jobs will be allocated on a weekly basis.

RESOLVED: That the Lengthsman Working Group is reformed and Councillor Lishman will take the Chair. Councillors Bailey and Meeks will be members.

The Clerk will provide a mock up of a possible Parish Flag and the Union Jack will be flown on Remembrance Sunday.

There were no further matters for public consideration.

The meeting moved into Private Session.