

**Minutes of Meeting 15<sup>th</sup> April 2014**

**Present:** Cllr. Mr. M. Tetley (Chairman), Cllr. Mr. B. Ingham, Cllr. Mrs. P. Watson, Cllr. Mr. T. Butterfield, Cllr. Mr. J. Hammond, Cllr. Ms. R. Jefferson, Boro. Cllr. Mr. J. Starkie, Mrs. A. Hammond (Clerk).

**Apologies:** Cllr. Mr. J. Metcalfe (Vice-Chairman), Cllr. Mr. R. Gadd.

**Members of public in attendance:** Three

No	Minute Heading	Action
3830	<p><b>Public Questions</b></p> <ul style="list-style-type: none"> <li>• The owners of the catering container on the A6068 attended the meeting to seek advice and support from the Council. They were advised that they must either apply for planning permission or return the unit to a mobile structure.</li> </ul>	
3831	<p><b>Declaration of Councillors Interests/Code of Conduct</b> No interests were declared.</p>	
3832	<p><b>Minutes of the last meeting</b> Cllr. Ingham proposed that the minutes were correct. This was seconded by Cllr. Hammond and agreed.</p>	
3833	<p><b>Matters arising from the Minutes (for information only).</b> Two further letters have been received from Mr. Saunders regarding maintenance issues in the village. See Parish Matters, item 3846.</p>	Clerk to send reply.
3834	<p><b>New Councillors</b> Mr. R. Willoughby has joined the Parish Council on a trial basis.</p>	
3835	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• Cheques were explained and signed.</li> <li>• Audit of Accounts and Annual Governance Statement: it was proposed by Cllr. Ingham, seconded by the Chairman and agreed unanimously to approve the Statement of Accounts and receive the internal auditor, Mr. G. Fitton's report. This report raised no matters of concern. The Annual Governance Statement was executed wholly in the affirmative.</li> <li>• It was decided that the insurance cover be renewed with the current company.</li> </ul>	
3836	<p><b>Planning Applications and Decisions</b></p> <ul style="list-style-type: none"> <li>• 13/14/0039P – 42 Acresbrook Road, Higham. The Chairman received an email from the owner regarding an extension which has been approved by Pendle BC. His architect has advised him that a "Part Wall Notice" should be submitted as the footings will encroach on PC land. The Council had no objection.</li> </ul>	The Chairman will contact the owner.
3837	<p><b>Clover Croft Development</b> Six units still to be sold. Cllr. Ingham is liaising with Pendle BC re Section 106 payments which will be needed shortly to pay for the new playground.</p>	
3838	<p><b>School Parking</b> Co. Cllr. Wakeford attended a school governors' meeting about parking problems on Higham Hall Road. He has not received a reply from Huntroyde Estate about the land so will try to contact them by telephone. He has been informed that no funds will be available from the Highways Agency and is looking into raising money from other sources. Mr. Norman Stott, Chairman of School Governors, attended the meeting and expressed deep concerns about the safety of children and parents. Boro. Cllr. Starkie asked if the school could implement any measures to relieve the problem in the short term. Co. Cllr. Wakeford replied that double yellow lines are to be introduced to stop double parking.</p>	

3839	<p><b>The Playground Scheme</b> Most of the work has now been done and the project should be completed in the next few days. A letter of complaint has been received from a resident of Sabden Road about the position of the new equipment. The Council discussed the matter and it was felt that residents had been given sufficient opportunity to express their views at two consultation meetings held in the Village Hall. The plans had also been displayed in the Village Hall and published in the Spout.</p>	Clerk to send reply.
3840	<p><b>Defibrillator</b></p> <ul style="list-style-type: none"> <li>• The defibrillator has now been on the Four Alls Inn wall.</li> <li>• A demonstration of how to operate the defibrillator will be held on Monday 28th April in the Four Alls.</li> </ul>	
3841	<p><b>Clerk's Report and Correspondence</b></p> <ul style="list-style-type: none"> <li>• The clerk's report was distributed before the meeting.</li> </ul>	
3842	<p><b>County Councillor's Report</b> Planned cuts to the bus service in Higham have been abandoned this year but may be implemented in October 2015.</p>	
3843	<p><b>Borough Councillor's Report</b> Boro. Cllr. Starkie confirmed that a £25 charge per bin is to be introduced for green bin waste.</p>	
3844	<p><b>The Spout</b> The latest issue of the Spout has been distributed.</p>	
3845	<p><b>Committee/Working Groups</b> The Chairman attended the Barrowford and Western Parishes Committee meeting. He reported that funding for Christmas decorations has been cut and the Parish Council will be expected to make a contribution.</p>	
3846	<p><b>Parish Matters</b></p> <ul style="list-style-type: none"> <li>• Easements: Invoices have been sent out and three payments received.</li> <li>• Closure of gate: Gate was closed for 24 hours on 1<sup>st</sup> April to comply with legal requirements.</li> <li>• Chapel yard tree: The fallen tree and a further tree which was unsafe have both been removed at a cost of £1200. A further £400 will have to be paid for stump grinding.</li> <li>• 20mph limit: ongoing.</li> <li>• Other Parish Matters: Parking at bus stop – road lines need repainting.</li> </ul> <p>Trough in need of cleaning Some street signs need repainting Basketball net needs replacing Hole in wall of shed on playing field in need of repair</p>	<p>Co. Cllr. Wakeford will contact Highways Agency. Chairman will arrange.</p> <p>- “ - - “ - - “ -</p>
3847	<p><b>Lengthsman Scheme: Update and work to be carried out</b> Walls to Chapel Yard, damaged by uprooted tree, to be repaired.</p>	
3848	<p><b>Items for future discussion/ next agenda</b> No items were identified</p>	
3849	<p><b>The date of the next meeting:</b> Tues 20<sup>th</sup> May 2014 at 7.30pm, preceded by the Annual General Meeting at 7pm. The meeting closed at 10 pm.</p> <p>The Annual Village Meeting will be held on Friday 16<sup>th</sup> May at 7 pm.</p>	