

**Minutes of Meeting 17<sup>th</sup> November 2015**

**Present:** Cllr. Mr M. Tetley (Chairman), Cllr. Mr J. Metcalfe (Vice-Chairman), Cllr. Mr J. Hammond, Cllr. Ms R. Jefferson, Cllr. Mr T. Butterfield, Boro. Cllr. Mr J. Starkie, Mrs P. Rosthorn (Clerk)

**Apologies:** Co. Cllr. Mr C. Wakeford, Cllr. Mr R. Gadd, Cllr. Mr R. Willoughby

**Members of public in attendance:** None

No	Minute Heading	Action
4186	<b>Public Questions</b> <ul style="list-style-type: none"> <li>• None.</li> </ul>	
4187	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>• No interests were declared.</li> </ul>	
4188	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>• Cllr. Tetley proposed that the minutes were correct. This was seconded by Cllr. Metcalfe and agreed.</li> </ul>	
4189	<b>Matters arising from the Minutes (for information only).</b> <ul style="list-style-type: none"> <li>• There were no matters arising.</li> </ul>	
4190	<b>New Councillor</b> <ul style="list-style-type: none"> <li>• One new Councillor needed.</li> <li>• Chairman and Cllr's expressed that their thanks be given to Mrs Angela Hammond for her time in the role of Parish Clerk.</li> </ul>	Vacancy advertised in the village notice boards.  Clerk to send letter.
4191	<b>Finance</b> <ul style="list-style-type: none"> <li>• Cheques were explained and signed.</li> <li>• Invoice from NB Colour Print Ltd to be chased up.</li> </ul>	Payment to be raised when received.
4192	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>• 13/15/0495P: 7 Clovecroft, Higham, BB12 9HR. Full: Erection of single storey extension to rear. <b>This extension was completed prior to planning permission being applied for. Cllr's agreed that it would not have been objected to but nevertheless are disappointed that the correct planning procedures were not followed.</b></li> </ul>	Clerk to send letter voicing opinion of HPC.
4193	<b>School Parking</b> <ul style="list-style-type: none"> <li>• Hopefully this is going forward and County Council is involved in the design. The school has the funds in place and they are confident in its progression.</li> </ul>	
4194	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>• The clerk's report was distributed before the meeting.</li> <li>• Posters received from Pendleside Hospice regarding Light up a Life and Winter Wander have been displayed.</li> </ul>	
4195	<b>County Councillor's Report</b> <ul style="list-style-type: none"> <li>• No report this month.</li> </ul>	
4196	<b>Borough Councillor's Report</b> <ul style="list-style-type: none"> <li>• AONB have given a grant of 2 million towards heritage and land management.</li> </ul>	

4197	<b>The Spout</b> <ul style="list-style-type: none"> <li>In agreement that the last issue was well received.</li> </ul>	
4198	<b>Refurbishment of Sheds on Playing Fields</b> <ul style="list-style-type: none"> <li>Grant of £1750 has been received.</li> <li>Still awaiting roof and doors to be sorted.</li> </ul>	
4199	<b>Playground Inspection and Repairs</b> <ul style="list-style-type: none"> <li>All work has been completed except painting and fitting of the safety sign.</li> </ul>	Cllr. Metcalfe to check on the safety sign.
4200	<b>Clovercroft / Land Reinstatement</b> <ul style="list-style-type: none"> <li>Still ongoing. Cllr. Willoughby dealing with.</li> </ul>	
4201	<b>Path from Laneside to Higham Hall Road</b> <ul style="list-style-type: none"> <li>There was no report this month.</li> </ul>	
4202	<b>Best Kept Village – Ongoing Upkeep / Maintenance List</b> <ul style="list-style-type: none"> <li>A road sign is still needed for Moore Drive.</li> <li>The Wallet sign is painted and ready for putting back on the wall.</li> <li>The Best Kept Village plaque is now ready for displaying.</li> </ul>	Cllr. Tetley to arrange.
4203	<b>Over 60's Christmas Party</b> <ul style="list-style-type: none"> <li>Bar license has been received.</li> <li>Food and entertainment is booked.</li> <li>Cllr. Hammond and Cllr. Butterfield are to sort the drinks.</li> <li>Raffle prizes are still needed.</li> </ul>	Cllr's. to source raffle prizes.
4204	<b>Barrowford &amp; Western Parishes Committee/Village Hall Committee</b> <ul style="list-style-type: none"> <li>The Chairman attended the B&amp;W Parishes Committee meeting this month and reported that there was nothing to note that involved Higham.</li> <li>Cllr. Butterfield attended the Village Hall meeting and gave a brief report. Quotes for the floor are still being compared. The damaged ceiling panels are to be replaced. A new chairman was welcomed – Mr Graham Fox. Cllr. Hammond mentioned that the shed roof is leaking and needs looking at.</li> </ul>	
4205	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>Easements: None outstanding.</li> <li>20 mph limit: Ongoing.</li> <li>Dog Fouling: There have been reports of dog fouling in the village recently.</li> <li>Christmas: A 15ft tree has been ordered and hopefully will be put up on / around the 2<sup>nd</sup> December.</li> <li>Parish Champion Grants and Funding: Cllr. Butterfield is to investigate the Parish Champion Grants and Funding with the possibility of acquiring new village notice boards.</li> <li>Transparency Funding: Clerk to speak to Bernard Ingham regarding the Transparency Funding application.</li> <li>Other Parish Matters: Cllr. Willoughby is still liaising with L &amp; W Wilson regarding the reinstatement of Clovercroft land.</li> </ul>	
4206	<b>Lengthsman Scheme: Update and work to be carried out</b> <ul style="list-style-type: none"> <li>No jobs at the moment.</li> </ul>	
4207	<b>Items for future discussion/next agenda</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
4208	<b>The date of the next meeting:</b> <ul style="list-style-type: none"> <li>Tuesday 15<sup>th</sup> December 2015.</li> <li>The meeting closed at 9.00pm.</li> </ul>	

