



Minutes of Meeting 17th April 2018

Present: Cllr. Mr R. Willoughby (Chairman), Cllr. Mr J. Metcalfe (Vice-Chairman), Cllr. Mrs L Willighan, Cllr. Mr T. Butterfield, Cllr. Mr D. Forrest, Cllr. Mr J. Hammond, Cllr. Mr M. Tetley, Boro. Cllr. Mr J. Starkie, P. Rosthorn (Clerk)

Apologies: Co. Cllr. Mr C. Wakeford

Members of public in attendance: 2 (Mr A. Sharp and Mr C. Metcalfe)

No	Minute Heading	Action
4748	Public Questions <ul style="list-style-type: none"> None 	
4749	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> No interests were declared 	
4750	Minutes of the last meeting <ul style="list-style-type: none"> Cllr. Tetley proposed that the minutes of 20th March 2018 were correct. This was seconded by Cllr. Butterfield 	
4751	Matters arising from the Minutes (for information only) <ul style="list-style-type: none"> None 	
4752	Councillor Vacancies <ul style="list-style-type: none"> 1 vacancy for a Parish Councillor 	1 vacancy to re-advertise
4753	Finance <ul style="list-style-type: none"> Cheques were explained and signed 	Add LALC subs to next Agenda
4754	Planning Applications and Decisions <ul style="list-style-type: none"> 18/0220/HHO Full: Erection of a single detached domestic garage 5 Barkerfield Close, Higham, Burnley Mr Alan Sharp Comments needed by 30th April 2018 <p><i>The meeting was attended by Mr Alan Sharp. The planning application was discussed and the plans were checked. All in agreement that no objections could be found and no comments on the matter were needed.</i></p>	No objections or comments
4755	Clerk's Report and Correspondence <ul style="list-style-type: none"> The clerk's report was distributed before the meeting and matters arising were discussed. 	Mr Jackson's letters – no further response at this stage. The letters are to be forwarded to the legal department at Pendle Council with a brief note stating that they are a repeat of previous conduct. We were advised previously to let them know if this reoccurred.

4756	County Councillor's Report <ul style="list-style-type: none"> No report this month 	
4757	Borough Councillor's Report <ul style="list-style-type: none"> No report this month 	
4759	Barrowford & Western Parishes Committee <ul style="list-style-type: none"> Nothing pertaining to Higham this month The capital bids was mentioned – to bid for funds towards the playing fields drainage projects 	Bids to be submitted by 11 th June 2018
4760	Village Hall Committee <ul style="list-style-type: none"> Village Hall Committee to be invited to work out a long-term phased plan as a basis for future funding proposals. Suggestions to be included in the plan may be a possible extension and interior work such as a new ceiling, lighting and wall cladding. 	
4761	Notice Board <ul style="list-style-type: none"> A good job well done. Some extra keys are needed – at least 4 more. Possible problem of water ingress around seal. 	Cllr Hammond to sort keys Cllr Metcalfe to speak to suppliers re water seal.
4762	Lancashire Best Kept Village <ul style="list-style-type: none"> A clean up day has been organised for Saturday 19th May at 10.00am, meet outside The Four Alls Weed killing is needed in the estates A planter is to be organised to go in front of the spout early May To exclude The Four Alls from the competition due to the For-Sale boards and lack of up keep 	Cllr Metcalfe to arrange with Lengthsman Clerk to email LBKV secretary
4763	Lengthsman Scheme: Update and work to be carried out <ul style="list-style-type: none"> To weed kill the estates twice during year Drainage works ongoing, no update 	Cllr Metcalfe to arrange and to check position on
4764	Parish Matters <ul style="list-style-type: none"> CCTV – Chris Tetley attended the meeting and presented a quick look at how CCTV cameras would work in a village and explained how they would be positioned and showed an example of a typical recording. A map was used to show where best the cameras would be positioned and what angles/areas they would capture. These are wirelessly linked back to the Village Hall. The best price for the scenario presented to us would work out at about £9,000.00. Cllr Willoughby spoke on his understanding of the practice and policy requirements that he had briefly scanned as well as the forthcoming Data Control Regulations (GDPR) for which NALC Toolkit procedures will be forwarded for all Cllrs to read and understand the implications. SPID – Pending Dog Fouling – Still ongoing but improved. Another mention in the Spout Grass Cutting – The grass will be cut soon and in time for the May exhibition. All seems to be set up well with the new contract so far. Thanks again to Brian Sutcliffe for his involvement with sorting this out Deeds and Records – No reply received from Barclays regarding missing deeds. A fire proof box/safe still needs to be purchased if possible. Cllr Hammond will try to source one for us. Street Signs – one on Moore Drive is missing Defibrillator – Defer 	Cllrs Willoughby & Hammond

	<ul style="list-style-type: none"> • Mayor's Sunday – Cllrs. Willoughby, Willighan and Butterfield can attend. Cllr Willoughby will check with Cllrs Forrest and Tetley and Bernard Ingham • Parish Meeting– The food and drink is in hand for the meeting. Format of meeting as in previous years • Clean Up Day – Cllr Willoughby to arrange litter pickers etc. List of jobs to be prepared at next meeting • Insurance Renewal – To add the Notice Board to the policy and prepare cheque for renewal • Easements – The gate was locked on 1st April 2018 for 24 hours confirmed by Cllr Butterfield 	
4765	<p>Items for Future Discussion / For next agenda</p> <ul style="list-style-type: none"> • CCTV • GDPR • SPID • Insurance Renewal • Street Sign for Croft Lane / No Entrance • Lack of litter Bin at Fir Trees Bus Stop • HHR / Moore Drive - falling wall • Defibrillator • LALC subs 	
4766	<p>The date of the next meeting:</p> <ul style="list-style-type: none"> • Tuesday 15th May 2018 at 7.30pm • The meeting closed at 10.10pm 	