



Draft Minutes of Remote Meeting 27th April 2021

Present: Cllr. Mr M. Tetley (Chairman), Cllr. Mr R. Willoughby (Vice-Chairman), Cllr. Mr T. Butterfield, Cllr. Mr J. Metcalfe, Cllr. Mrs L. Willighan, Cllr. Mrs D. Perrin, Cllr. Mrs J. Meredith, Clerk & RFO P. Rosthorn

Apologies: None

Absent: Cllr. Mr D. Forrest, Boro. Cllr. Mr C. Lioni

Members of the Public Present: None

No	Minute Heading	Action
5313	Chairman's Announcement <ul style="list-style-type: none"> Cllr. Mr M. Tetley advised of his retirement from Higham Parish Council. He will continue to support us in an unofficial capacity regarding the installation of the CCTV and will provide a Chairman's Report for the Annual Parish Council Meeting 	<i>We wish Cllr Tetley all the best in his retirement and thank him for his continued dedication to Higham Parish Council and the Village. Clerk to notify the Elections Officer and request a Notice of Vacancy</i>
5314	Public Questions <ul style="list-style-type: none"> Resident of No. 8 Clovercroft needing advice on how to get hold of the Certificate re Land Registry to complete a house sale 	<i>Advised to get their solicitors to contact Naphthens Solicitors who handled Clovercroft re land registry</i>
5315	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> Declaration of Interest from Cllr Perrin regarding Planning Application 21/0310/HHO 	<i>An interest was declared and an explanation was given surrounding the application. After consideration it was determined that no comments or concerns were needed at this time</i>
5316	Minutes of the last meeting <ul style="list-style-type: none"> Cllr Willoughby proposed that the minutes of 16th March 2021 were correct. This was seconded by Cllr Perrin 	
5317	Matters arising from the Minutes (for information only) <ul style="list-style-type: none"> 5306 – Stone Fold Farm, Stump Hall Road, Higham. Appeal APP/E2340/W/20/3264248 was dismissed. It was deemed inappropriate on grounds of AONB 	
5318	Finance <ul style="list-style-type: none"> Payments were explained and agreed by all 	<i>Cllr Perrin to chase cheque from VHC for part payment of tree removal</i>

5319	<p>Planning Applications and Decisions</p> <ul style="list-style-type: none"> 21/0181/HHO Full: Demolition of existing conservatory, erection of a single storey flat roof rear extension and new front entrance canopy 19 Acresbrook Road, Higham Mr J Townsend 21/0226/FUL & 21/0227/LBC Listed Building Consent and Full: Change of use and alterations to convert an ancillary storage building into a holiday cottage Four Alls Inn, Higham Mr M Bann 20/0859/HHO Full: Demolition of an outbuilding, erection of a single storey extension, partially subterranean annex and shed and associated works and landscaping Joy Cottage, Brookfoot Farm, Grove Lane, Higham Mr J Hindle 21/0281/HHO Full: Erection of a single storey rear extension including raised patio terrace area and erection of 2.2m high fencing to boundary with Acresbrook Road 1 Laneside Avenue, Higham Mr & Mrs Chambers 21/0310/HHO Full: Erection of extension and attached store to detached garage Clough Mill, Higham Hall Road, Higham Mr & Mrs T Perrin 	<p><i>No comments or concerns at this time</i></p> <p><i>No comments or concerns at this time</i></p> <p><i>Cllr Willoughby will do a site visit and advise HPC of any issues and/or action needed</i></p> <p><i>Cllr Willoughby will do a site visit and advise HPC of any issues or need for further site visit</i></p> <p><i>No comments or concerns at this time</i></p>
5320	<p>Clerk's Report and Correspondence</p> <ul style="list-style-type: none"> The Clerks report was distributed before the meeting 	
5321	<p>Barrowford & Western Parishes Committee</p> <ul style="list-style-type: none"> Nothing pertaining to Higham this month 	
5322	<p>Borough Councillors Report</p> <ul style="list-style-type: none"> No report this month 	
5323	<p>Village Hall Committee</p> <ul style="list-style-type: none"> The VHC minutes were distributed by Cllr Perrin before the meeting An up-to-date keyholder list is needed The use of an external wall mounted key safe was discussed 	<p><i>Cllr Perrin to liaise with Graham Fox</i> <i>Cllr Metcalfe has offered to donate a suitable one</i></p>
5324	<p>Lengthsman Scheme: Update and work to be carried out</p> <ul style="list-style-type: none"> The Sabden Road car park and Rake Top flooding issue has now been resolved There is no urgency to plant the 6 trees, however, we are awaiting the Lengthsman to replace the dead tree, with possibly a Cherry tree It was proposed that the area behind the shed, where the extension was knocked down, the ground needs some top soil and re-grassing and to also render the front of the sheds where there are missing patches 	<p><i>Invoice to follow</i></p> <p><i>Cllr Metcalfe to chase up</i></p> <p><i>Cllr Metcalfe to discuss with Lengthsman</i></p>

5325	<p>Parish Matters</p> <ul style="list-style-type: none"> • CCTV – Ongoing • LBKV – it was proposed and agreed to fund the cost of flyers to be delivered to households promoting the Best Kept Village and asking for volunteers. Cllr Metcalfe to ask Lengthsman to increase the weedkilling. It was proposed and agreed to spend money on plants / compost / varnish and consumables as necessary • Replacement Road Posts – Need chasing up • Richard Gadd has reported that the bench in memory of Donna Gadd is now in place 	<p><i>MT to provides updates</i></p> <p><i>Cllrs Perrin/Willighan/Meredith</i> <i>It was proposed and agreed to factor in to future budgets approx £100 for summer flowers and planting</i></p> <p><i>MT will chase</i></p>
5326	<p>Items for Future Discussion / For next agenda</p> <ul style="list-style-type: none"> • CCTV • LBKV • Memorial Plaques 	
5327	<p>The date of the next meeting:</p> <ul style="list-style-type: none"> • Tuesday 18th May 2021 at 7.30pm 	
	<ul style="list-style-type: none"> • The meeting closed at 8.20pm 	