



## Minutes of Meeting 22<sup>nd</sup> June 2021

**Present:** Cllr. Mr R. Willoughby (Chairman), Cllr. Mrs D. Perrin (Vice-Chair), Cllr. Mr J. Metcalfe, Cllr. Mrs J. Meredith, Co. Cllr. Mr H. Hartley, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mr T. Butterfield, Cllr. Mrs L. Willighan, Cllr. Mr D. Forrest

**Absent:** Cllr. Mr B. Newman

**Vacant Posts:** 1

**Members of the Public Present:** 1

No	Minute Heading	Action
5344	<b>Public Questions</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
5345	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
5346	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>Cllr Perrin proposed that the minutes of 18<sup>th</sup> May 2021 were correct. This was seconded by Cllr Willoughby</li> </ul>	
5347	<b>Matters arising from the Minutes (for information only)</b> <ul style="list-style-type: none"> <li>5331 – Signs. Cllr Willoughby has chased these up and they are now ready to put in place. The Lengthsman has them on his to do list</li> <li>5341 – CPRE. Cllr Willoughby is in contact with the Chair regarding attending one of our meetings, along with Jackie Copley, with the intention of discussing Neighbourhood plans</li> <li>5341 - Grant a Green Campaign. The Open Spaces Society have advised that we should first consider registration of title with the Land Registry. Cllr Willoughby will look into this.</li> <li>5341 – Methodist Chapel Memorial Plaques. The plaques may be able to be placed outside on the Chapel wall. Brian Sutcliffe is liaising re prices and placement.</li> </ul>	
5348	<b>Parish Council Vacancy</b> <ul style="list-style-type: none"> <li>RG attended the meeting with a view to being co-opted</li> <li>DW sent apologies for this meeting, however, would like to attend the July meeting</li> </ul>	
5349	<b>Finance</b> <ul style="list-style-type: none"> <li>Year End Accounts are with the Internal Auditor</li> <li>Payments were explained and agreed by all</li> </ul>	

5350	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>21/0405/HHO Full: Demolition of existing conservatory and erection of two storey rear extension 17 Acresbrook Road, Higham Mr &amp; Mrs D Entwistle</li> </ul>	<i>No comments or concerns at this time</i>
5351	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>The Clerks report was distributed before the meeting</li> <li>A Clovercroft resident has raised a concern regarding the trees overhanging her property. Cllr Willoughby will look into this</li> </ul>	<i>Cllr Willoughby to find out if there is a TPO in place and speak to the resident concerned. Will report back at next meeting</i>
5352	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>Nothing pertaining to Higham this month</li> </ul>	<i>Capital Grant must be applied for before the 15<sup>th</sup> July. Clerk to email Carlo regarding previous shed quotes that were obtained on our behalf</i>
5353	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>No report this month</li> </ul>	
5354	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>No report this month as nothing is happening at present, however, has a meeting next week with the police regarding the ongoing issue of speeding in the villages</li> </ul>	<i>Would like the Parish Council to be involved as much as possible with reports of speeding / accidents / near misses etc being collated and reported. Cllr Willoughby will liaise with Cllr Butterfield to place the 20mph notices in the notice boards</i>
5355	<b>Village Hall Committee</b> <ul style="list-style-type: none"> <li>The VHC minutes were distributed by Cllr Perrin before the meeting</li> </ul>	
5356	<b>Lancashire Best Kept Village</b> <ul style="list-style-type: none"> <li>A progress update was circulated before the meeting by Cllr Perrin</li> </ul>	<i>Thank you to all who turned up to help on the clean-up day. It was a huge success and hope to hold another one later in the year Cllr Metcalfe will deal with the weeds at the bottom of the village</i>
5357	<b>Lengthsman Scheme: Update and work to be carried out</b> <ul style="list-style-type: none"> <li>Any issues to be reported at the next meeting or contact Cllr Metcalfe to liaise with the Lengthsman</li> <li>New posts for signs to be put in place</li> <li>Rendering on sheds</li> <li>Dead tree</li> <li>Barrier stone near sheds (corner stone) is out of the ground and needs putting back in place</li> </ul>	<i>Cllr Willoughby has liaised } Cllr Metcalfe to liaise</i>
5358	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>CCTV – No progress</li> <li>New Resident pack – awaiting information</li> </ul>	<i>Add to next Agenda</i>

5359	<b>Items for Future Discussion / For next agenda</b> <ul style="list-style-type: none"> <li>• CCTV</li> <li>• Speeding</li> <li>• Spout Issue</li> <li>• Annual Parish Village Meeting</li> <li>• New Resident pack</li> </ul>	
5360	<b>The date of the next meeting:</b> <ul style="list-style-type: none"> <li>• Tuesday 13<sup>th</sup> July 2021 at 7.00pm</li> <li>• Apologies received from Cllr Meredith and Cllr Butterfield for the July Meeting</li> </ul>	
	<ul style="list-style-type: none"> <li>• The meeting closed at 8.15pm</li> </ul>	